



**AGENDA**  
**FINANCE AND AUDIT COMMITTEE MEETING**

October 16, 2019, 9:00 AM - 12:00 PM  
Board Room, Service and Resource Centre,  
411 Dunsmuir Street, Nanaimo, BC

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Pages

1. CALL THE MEETING OF THE FINANCE AND AUDIT COMMITTEE TO ORDER:
2. INTRODUCTION OF LATE ITEMS:
3. ADOPTION OF AGENDA:
4. ADOPTION OF MINUTES:

a. Minutes

5 - 10

Minutes of the Finance and Audit Committee Meeting held in the Boardroom,  
Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on  
Wednesday, 2019-SEP-18, at 9:00 a.m.

5. PRESENTATIONS:

a. 2020 - 2024 Preliminary Project Plan

11 - 53

To be introduced by Laura Mercer, Director, Finance.

6. DELEGATIONS:

## 7. REPORTS:

### a. Loudon Park Boathouse Project

54 - 105

To be introduced by Richard Harding, General Manager, Parks, Recreation and Culture.

*Purpose: To provide background information regarding a proposed boathouse facility for Loudon Park and obtain Council approval to proceed with the community-driven, collaborative project.*

#### Presentations:

1. Richard Harding, General Manager, Parks, Recreation and Culture
2. Craig Rutherford, Kate Rutherford, Janice Johnson and Nancy Ford, on behalf of Long Lake Flatwater Training Center Society
3. Ed Poli and Larry Rumping, Rotary Club of Nanaimo North

Recommendation: That the Finance and Audit Committee recommend that Council:

1. consider funding of \$123,750 during the 2020 financial plan review for detailed design and costing of the Loudon Boathouse (with \$15,000 coming from private contributions);
2. direct Staff to return with final costing and funding options for Council's review and consideration during the 2021 budget review if design phase is approved; and,
3. direct Staff to work with the Long Lake Flatwater Training Centre Society and Rotary Club of Nanaimo North on fundraising and other sources of revenue for the project.

b. Downtown Priority Projects - Update and Funding Request

106 - 128

To be introduced by Dale Lindsay, General Manager, Development Services.

*Purpose: To provide the Finance and Audit Committee with a status update on the short-term projects identified by Council for the downtown core and to request additional funding to facilitate the completion of these projects.*

Presentation:

1. Bill Corsan, Director, Community Development.

Recommendation: That the Finance and Audit Committee recommend that Council:

1. allocate \$220,000 from the Strategic Infrastructure Reserve Fund to implement the Public Realm Improvements identified for the downtown core; and
2. accelerate the Front Street bi-directional cycle track portion of the Downtown Cycling Loop project from 2021 to 2020.

c. Heritage Façade Grant Application - 34 Victoria Crescent

129 - 138

To be introduced by Dale Lindsay, General Manager, Development Services.

*Purpose: To obtain Council approval for a Heritage Façade Grant for the Queens Hotel building (34 Victoria Crescent).*

Recommendation: That the Finance and Audit Committee recommend Council approve a Heritage Façade Grant of up to \$20,000 for the Queen's Hotel located at 34 Victoria Crescent to repaint the building's exterior, as well as install new brick cladding, a new awning system, new signage (including a vintage refurbished Queen's sign), and new exterior lighting to the building's Victoria Crescent façade.

d. Community Resiliency Investment Program (FireSmart Community Funding and Supports Program)

139 - 141

To be introduced by Karen Fry, Fire Chief.

*Purpose: To gain Council's support in applying for funding through UBCM for FireSmart activities in the City of Nanaimo for 2020.*

Recommendation: That the Finance and Audit Committee recommend that Council support the City of Nanaimo's application to the Union of BC Municipalities for the Community Resiliency Investment Program (FireSmart Community Funding and Support Program) and if successful the 2020-2024 Financial Plan be amended to include this grant.

8. **OTHER BUSINESS:**

9. QUESTION PERIOD:

10. ADJOURNMENT:



**MINUTES**  
**FINANCE AND AUDIT COMMITTEE MEETING**  
**BOARD ROOM, SERVICE AND RESOURCE CENTRE**  
**411 DUNSMUIR STREET, NANAIMO, BC**  
**WEDNESDAY, 2019-SEP-18, AT 9:00 A.M.**

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Present: Mayor L. Krog  
Councillor S. D. Armstrong  
Councillor D. Bonner  
Councillor T. Brown (vacated 10:17 a.m.)  
Councillor B. Geselbracht  
Councillor E. Hemmens  
Councillor Z. Maartman  
Councillor I. W. Thorpe  
Councillor J. Turley

Staff: J. Rudolph, Chief Administrative Officer  
R. J. Harding, General Manager, Parks, Recreation and Culture  
D. Lindsay, General Manager, Development Services  
L. Mercer, Director, Finance  
J. Elliot, Senior Manager, Public Works (vacated 9:43 a.m.)  
P. Rosen, Senior Manager Engineering  
K. Fry, Fire Chief  
G. Norman, Deputy Fire Chief - Administration  
W. Fulla, Manager, Business, Asset and Financial Planning  
J. Rushton, Manager, Purchasing and Stores (vacated 9:52 a.m.)  
C. Davis, Manager, Sanitation, Recycling and Public Works  
Administration (vacated 9:20 a.m.)  
J. Evans, Manager, Fleet Operations (vacated 9:20 a.m.)  
M. Squire, Manager, Water Resources (vacated 10:17 a.m.)  
J. Rose, Manager, Transportation (arrived 9:26 a.m., vacated 9:43 a.m.)  
M. Strain, Senior Project Manager (vacated 9:13 a.m.)  
F. Farrokhi, Manager of Communications  
D. Blackwood, Client Support Specialist (vacated 9:08 a.m.)  
S. Gurrie, Director, Legislative Services  
J. Vanderhoef, Recording Secretary

1. CALL THE FINANCE AND AUDIT COMMITTEE MEETING TO ORDER:

The Finance and Audit Committee Meeting was called to order at 9:01 a.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Remove - Agenda Item 6(a) - Delegation from Chris Beaton, Executive Director, Nanaimo Aboriginal Centre and Snuneymuxw First Nations, requesting financial support for Tribal Journey 2020.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Finance and Audit Committee Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2019-JUL-17, at 9:00 a.m., be adopted as circulated. The motion carried unanimously.

5. REPORTS:

(a) Central Island Emergency Services Communications Partnership Funding

Introduced by Karen Fry, Fire Chief.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the 900Mhz link system and allocate \$30,000 from the E911 Reserve. The motion carried unanimously.

(b) Hammond Bay Road Widening and Storm Improvement Projects

Introduced by Poul Rosen, Director, Engineering.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the addition of \$195,107 from the Development Cost Charge (DCC) Roads Reserve for the Hammond Bay Road Widening and Utility Improvements Project. The motion carried unanimously.

(c) Harewood Youth Parks

Introduced by Richard Harding, General Manager, Parks, Recreation and Culture.

Committee discussion took place regarding:

- Potential cost savings

D. Blackwood vacated the Boardroom at 9:08 a.m.

- Places like this support children within a community
- Community group being involved in the design aspect of the project
- A cover being installed over the facility in the future

It was moved and seconded that the Finance and Audit Committee recommend that Council direct staff to amend the 2019 – 2023 financial plan to accelerate Phase 2 of the Harewood Youth Park project to 2020 so that Phase 1 and Phase 2 can be constructed concurrently in 2020. The motion carried unanimously.

M. Strain vacated the Boardroom at 9:13 a.m.

(d) Additional Refuse Collection Fleet

Introduced by Charlotte Davis, Manager, Sanitation, Recycling and Public Works Administration, and Jason Evans, Manager, Fleet Operations.

Committee discussion took place regarding:

- Average life span of the sanitation trucks is approximately 10 years
- Used truck is needed in fleet until June 2020 and then would be a spare
- Additional driver position was scheduled to start in 2020, but with the addition of the used truck this extra driver could start in December 2019
- Improving preventative maintenance by managing routes better with more trucks
- Used truck is not taking the place of one of the new trucks planned

It was moved and seconded that the Finance and Audit Committee recommend that Council approve:

1. the purchase of two used refuse collection trucks for the purposes of adding one spare unit to the fleet for maintenance reasons and putting one additional collection vehicle in service in order to reduce route sizes; and,
2. accelerating the start date of the additional Refuse Collector from January 2020 to December 1, 2019.

The motion carried unanimously.

C. Davis and J. Evans vacated the Boardroom at 9:20 a.m.

(e) Consideration of New Permissive Tax Exemption Applications

Introduced by Laura Mercer, Director, Finance.

Committee discussion took place regarding:

- Timeframe on previous request to extend permissive tax exemptions to three or five years being implemented

It was moved and seconded that the Finance and Audit Committee recommend that Council award a Permissive Tax Exemption for the 2020 tax year to the Canadian Mental Health Association Mid-Island for property that is being leased (lower level) at 290 Bastion Street. The motion carried unanimously.

(f) One Time Bonus Gas Tax Payment

Introduced by Laura Mercer, Director, Finance.

Laura Mercer, Director, Finance, explained that the Metral Drive Complete Streets Phase 2 project was fully funded by the Community Works Fund and using the one

time bonus gas tax payment would free up money within the Community Works Fund for other projects.

Committee discussion took place regarding:

- The Metral Drive Complete Streets project funding

J. Rose entered the Boardroom at 9:26 a.m.

- Possibly delaying the implementation of LED lighting project
- Priority of projects
- The Metral Drive Complete Streets project would likely to be phased over two years
- Community feedback on areas that have received LED lighting replacement
- Ties together different parts of the community
- This project reflects Council's priority on active transportation
- \$3.7 million being allocated to the Georgia Greenway Project
- Changing to LED streetlights saves money, but taking more cars off of roads would provide more environmental impact

D. Lindsay vacated the Boardroom at 9:35 a.m.

- Reviewing Capital projects during a Governance and Priorities Committee meeting to better understand timeframes and status of projects

It was moved and seconded that the Finance and Audit Committee recommend that Council use the one-time bonus Gas Tax payment to fund the Metral Drive Complete Streets Phase 2 project. The motion carried unanimously.

J. Elliot, J. Rose and P. Rosen vacated the Boardroom at 9:43 a.m.

(g) Capitol Project Results for the Six Months Ending 2019-JUN-30

Introduced by Laura Mercer, Director, Finance.

Committee discussion took place regarding:

- Projects being completed or extended
- Staffs impressions on the current state of the budget/finances

(h) Council Expenses for the Six Months Ending 2019-JUN-30

Introduced by Laura Mercer, Director, Finance.

Committee discussion took place regarding the process if a Councillor exceeds their budget for the year.

(i) Quarterly Purchasing Report (Single and Sole Source), Instances of Non-Compliance Purchases and Purchases in Excess of \$250,000

Introduced by Laura Mercer, Director, Finance.

J. Rushton vacated the Boardroom at 9:52 a.m.

(j) Operating Results for the Six Months Ending 2019-JUN-30

Introduced by Laura Mercer, Director, Finance.

Committee discussion took place regarding:

- Grants in lieu of taxes have increased due to additional properties being added
- Capital asset loss reflects depreciated value of items that are replaced before they were scheduled

6. OTHER BUSINESS:

Committee discussion took place regarding:

- Discussion regarding sidewalk budget when there is a review of capital projects
- Status of committees and task forces will be discussed during September 30<sup>th</sup> Governance and Priorities Committee Meeting
- Traffic studies being done once projects are completed

P. Rosen returned to the Boardroom at 10:07 a.m.

- Reviewing capital projects to better understand what affect they have on the budget and taxation
- Being conscious of Council's Strategic Plan while reviewing the capital projects
- Status of homeless daytime drop in centre

Farnaz Farrokhi, Manager, Communications, spoke about communicating to the public regarding the scale and cost of projects to show the community where money is being invested.

Committee discussion continued regarding:

- Allocating more funding to public art
- Surpluses being allocated to reserves that can fund the most projects with the least limitations
- No current policy regarding surpluses

M. Squire vacated the Boardroom at 10:17 a.m.

Councillor Brown vacated the Boardroom at 10:17 a.m.

7. ADJOURNMENT:

It was moved and seconded at 10:20 a.m. that the meeting terminate. The motion carried unanimously.

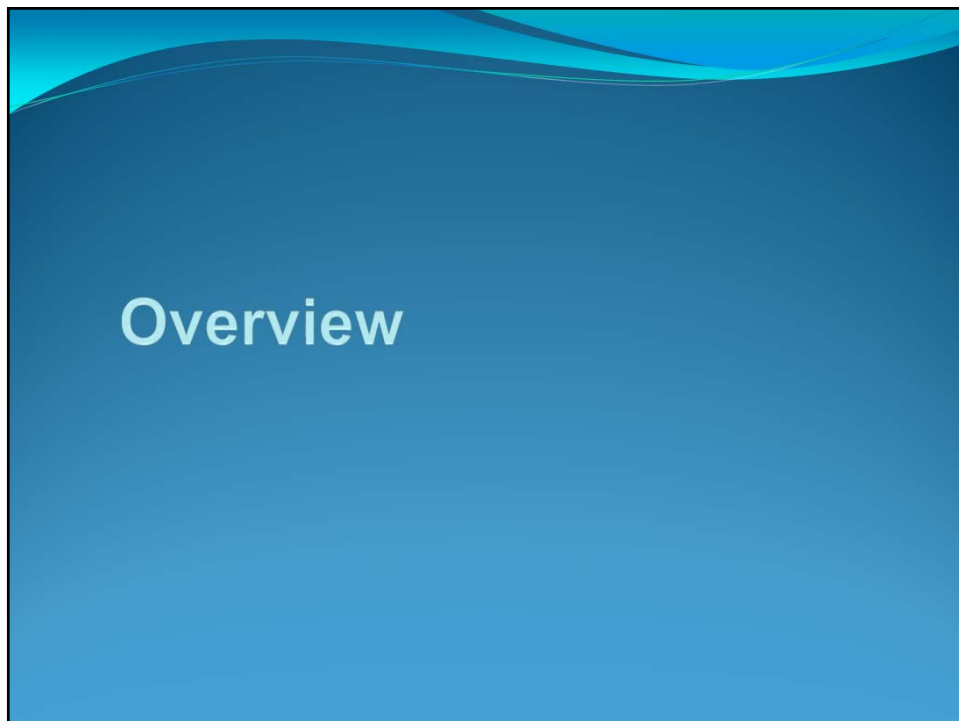
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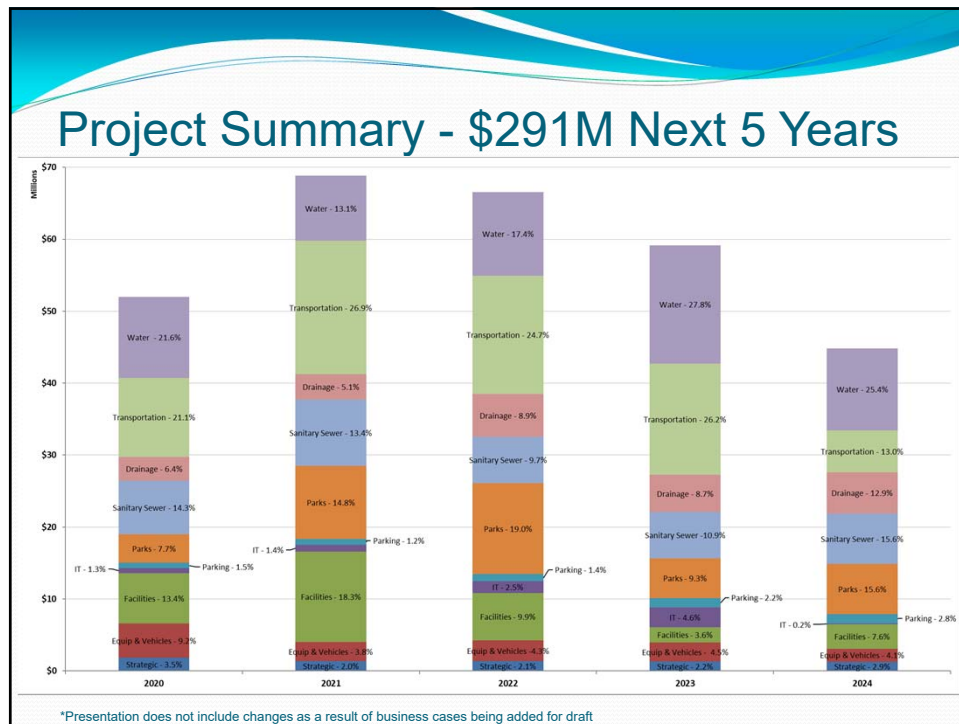
CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER





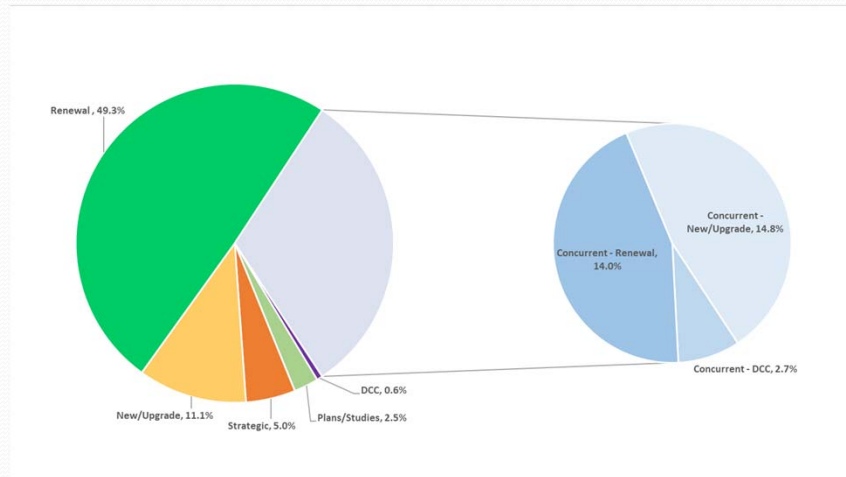
## Infrastructure Investment Highlights

### Investment in the next 5 years:

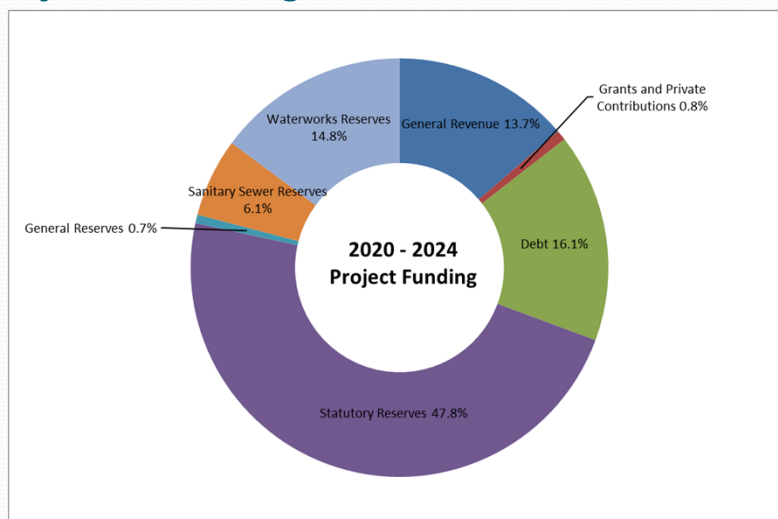
- \$30.5M in facility renewal projects
- \$19.0M in new cycling and pedestrian amenities
- \$15.1M in road rehabilitation
- \$30.2M in new waterfront walkway
- \$42.6M in water distribution and supply mains (renewal and new/upgrades)
- \$22.1M in drainage mains (renewal and new/upgrades)
- \$32.6M in sanitary sewer mains (renewal and new/upgrades)
- \$14.1M in equipment & vehicle renewals



## 2020 Project Plan – General Fund

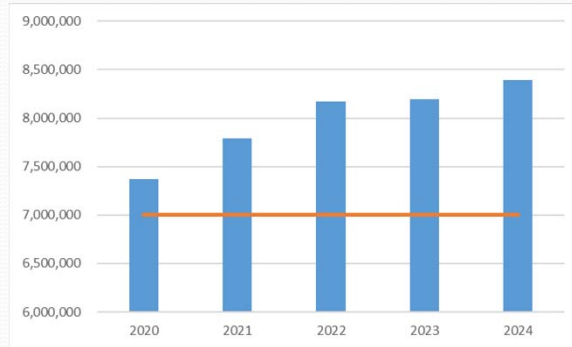


## Project Funding Sources



## Funding From General Revenue By Year

- 2020 - \$7.37 million
- 2021 - \$7.79 million
- 2022 - \$8.17 million
- 2023 - \$8.19 million
- 2024 - \$8.40 million



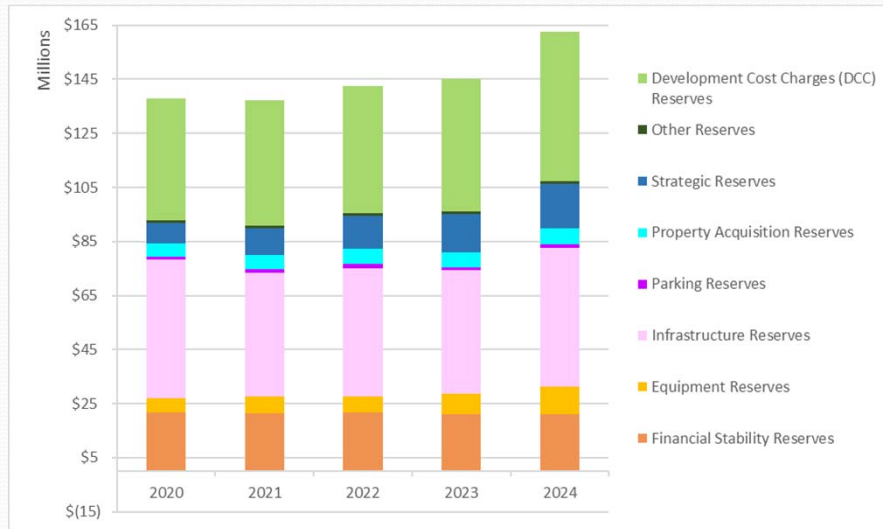
Target per 20 year investment plan - \$7.00 million a year

## Project Funding – Strategic Infrastructure Reserve

Project	2020	2021	2022	2023	2024
Property Acquisition	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000
Pedestrian Improvements	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
Wellcox Access				\$900,000	

\$100,000 of the \$5.9 million commitment for the Port Theatre Expansion will be funded from SIR if grant application is successful

## Reserves Summary



## Project Highlights

# Information Technology

- 2019/2021 Content Management System
- 2022/2023 Replacement or Upgrade of Enterprise Resource Planning Software



## Projects Not Included in Plan

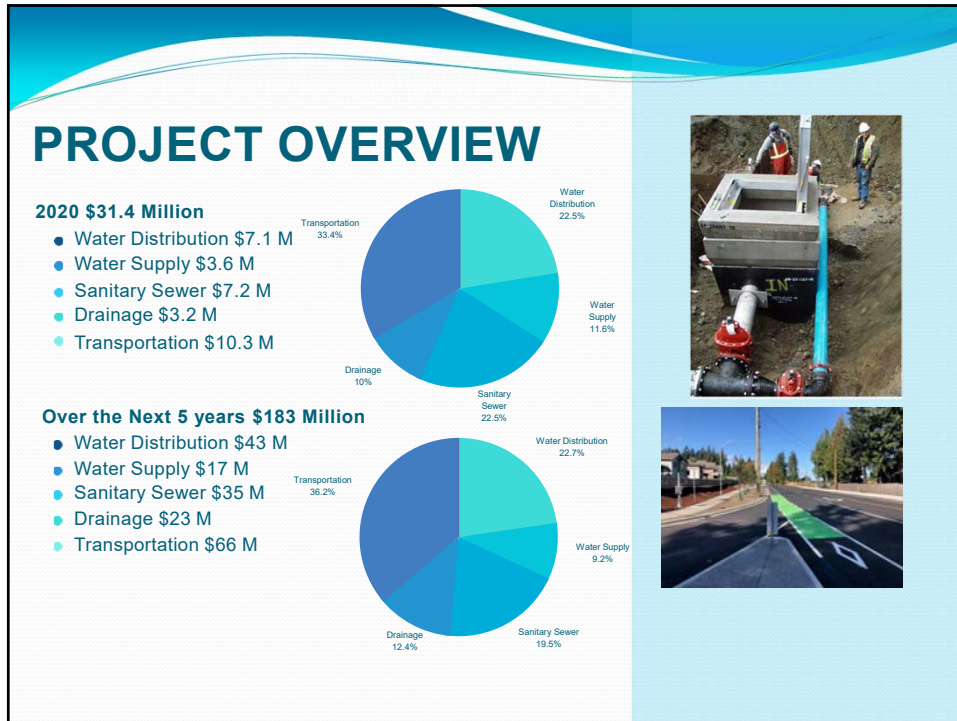
Currently not included in 10 Year Project Plan  
Business case has been developed

- Corporate Asset Management System (CAMS)



## Engineering and Public Works

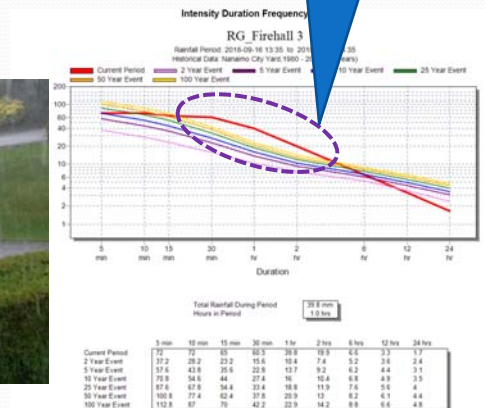




## North Slope Drainage

### Rain Events:

- May 26 2016
- Sept 16, 2018

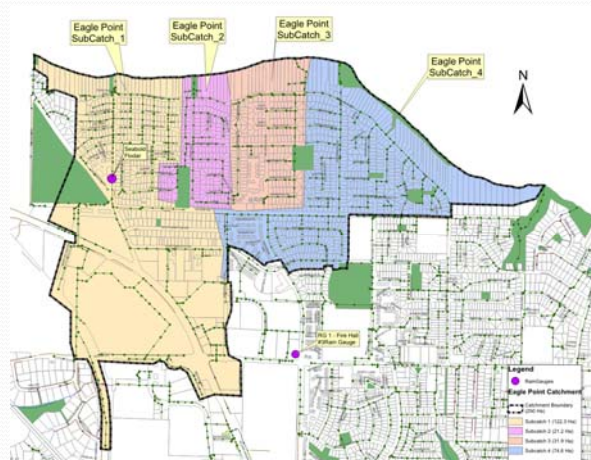


## Eagle Point Catchment

**Scope:** Increase pipe capacity in priority locations

**Purpose:** To reduce flooding risk

**Budget:** \$1M in 2021



## Metral Drive

**Scope:** Complete streets corridor to connect the E&N trail to Woodgrove

**Purpose:** Extend the Active Transportation Spine to the North Mobility Hub

**Budget:**

- 2020 - \$5.8M
- 2021 - \$5.0M



## Boxwood Connector

**Scope:** Extension of Boxwood road with new connections to Bowen and Rosstown Road.

**Purpose:** To enhance mobility and safety for all travel modes in the Bowen/Northfield/Boxwood area

**Budget and Schedule:**

Site remediation, preload and detention pond: 2019

Utility and Road Construction 2022/2023 - \$8+M in 2022





## Madsen Road Upgrades

**Scope:** Intersection and Street Upgrades

**Purpose:** To upgrade the connection between Boxwood Road and East Wellington

**Schedule:** 2021

**Budget:** \$3M



## Off Bowen Bikeway

**Scope:** Morey to Boxwood

**Purpose:** To provide an active transportation alternative to Bowen Road

**Schedule:** 2021



## Cranberry Connector

**Scope:** New Road connection for Cinnabar Valley to the North

**Purpose:** To enhance mobility to the area by providing additional capacity and needed redundancy

**Schedule:** Budgeted in 2025 to 2027

Background and options study planned for 2020



## Wakesiah Corridor Upgrades

### Scope:

- Corridor plan development
- Road Rehab on 4<sup>th</sup> to 2<sup>nd</sup>
- Cycling facilities 1<sup>st</sup> to 4<sup>th</sup>
- Replacement of aging utilities and end of life asphalt

**Purpose:** To renew end of life infrastructure and improve the transportation facility

### Schedule:

Phase 1: 2024

Phase 2: 2025

Phase 3: 2026



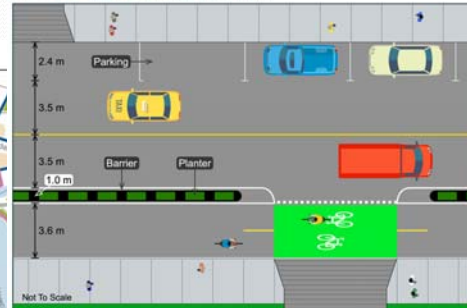
## Downtown Cycle Loop

Map 3: Short-term downtown bicycle network



Bicycle Network		Points of Interest	
Off-Street	Multi-Use Pathway	S	School
On-Street	Protected Facility	T	Transit Exchange
	Improved Facility	F	Ferry Terminal
	Signed Route	R	Restroom
		W	Water Fountain
		B	Bike Shop
		U	Uphill Grade

Figure 7: Front Street cycle track, typical cross-section



- Scheduled for 2021

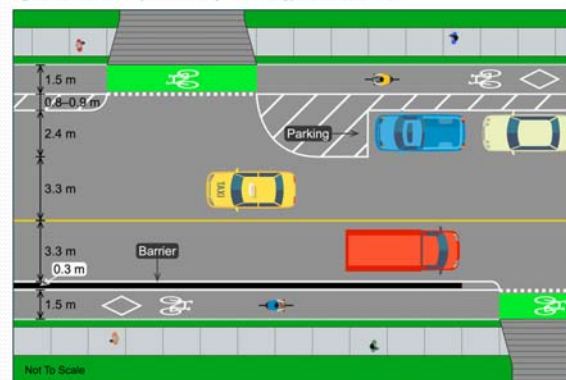
## Albert and Fourth

**Scope:** Separated cycle track from Downtown to Fourth street

**Purpose:** To provide an active transportation connection from Downtown to VIU

**Schedule:** 2021

Figure 6: Albert Street protected bicycle lanes, typical cross-section





## Welcox Secondary Access

**Scope:** An additional road connection from the Port Lands into Downtown

**Purpose:** The wooden trestle bridge that provides important access redundancy is nearing the end of its service life



## Terminal Trench Upgrades

**Scope:** Utility renewal and street upgrades

**Purpose:** To renew end of life infrastructure and take opportunity to upgrade streetscape

**Schedule:**

Planning 2019

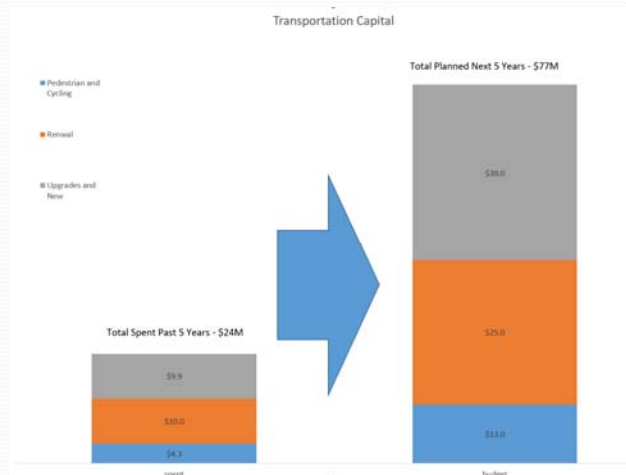
Detailed design in 2020

Construction 2022



## Street Lights

- Incidental to transportation projects
- Downtown street light replacement
  - 2020 - \$440k locations on Terminal, Wharf, Church and Front Streets
- LED streetlight conversion
  - 2020 – \$400k
  - 2021 - \$425k
  - 2022 - \$450k
  - 2023 - \$500k
- No funding specific dark spots



## 2020-2024 Transportation Projects

- Total Planned Transportation \$67M
  - Pedestrian/Cycling Upgrades \$19M
    - Up 30% from last year
  - Renewal (mostly road rehab) - \$24M

## Sidewalks

- Amalgamation and historic roads standards
- \$1.8M in 2020, \$6.6M in next 5 years
- Part of major road projects as well
- 300k per year for Council priority projects
- GIS application

## Cycling Infrastructure

- \$2.3M in 2020, \$12.4M in next 5 years
- Part of major road projects as well
- GIS application

## Notable Changes From Previous Plan

- Update project budgets with newer information
- LED street lighting spread over multiple years
- Metral Drive phase 2 accelerated
- Welcox secondary access delayed to 2023
- Wakesiah Corridor moved to start in 2024
- Cranberry Connector moved to start in 2025
- Rockcity Road across Hwy 19A delayed to 2029
- Funding for North Slope Drainage

## Projects Not Included in Plan

Currently not included in 10 Year Project Plan. Pending studies/other work to be completed, business cases to developed, direction from Council.

- Public Works facility renewal
- Significant increase in asphalt renewal funding (road rehab)
- Funding specific for streetlight infill
- Georgia Greenway extension

## Parks, Recreation & Culture



## Parks, Recreation and Culture Plan Review

- 2019-2021
- Will provide directives for future facility development and upgrades.
- Will recommend park acquisition priorities and management directives, as well as service delivery options over the next 10 years.



## Parks, Recreation and Culture Plan Review

- Planning process will involve background research, including GIS analysis, best practices review, demographic analysis.
- A community consultation process will be undertaken and random surveys will be used to determine demands for services.



## Nanaimo Aquatic Centre Play Structure

- Design in 2020; Replace in 2022
- The current structure is at end of life and requires removal before 2023. The current structure is dated, and staff hope to replace the structure with new integrated features that provides more engagement.



## Port Theatre Upholstered Seat Replacement

- 2023
- The 555 seats on the main floor of the Port Theatre are reaching the end of their serviceable life.





## Beban Park Complex Electrical Substation Upgrade

- Project design is in 2020; project completion in 2021
- The existing electrical substation is reaching the end of its serviceable life. Existing electrical equipment is original.



## Frank Crane Arena and Beban Park Social Centre Roof Replacements

- Roof replacement is over 3 years (2021 for Frank Crane Arena, 2022 for Beban Park Social Centre, 2024 for flat roof, leisure pool, slide tower and public entrances).
- The existing sloped Sarnafil Roof is the original roof and is reaching end of serviceable life. This includes the power wash of the roof supports.



## Facilities & Park Amenities Condition Assessment Program

- 2019 and ongoing
- Provide a snapshot of the current condition of our facilities and funding required to maintain the current level of service. This will also recommend replacement/renewal dates for infrastructure with budget costing and will enhance our Facilities Asset Management Plan.



## Harewood Youth Park

- 2019 and 2020
- Identified as a priority through public consultation in an overall improvement plan for Harewood Centennial Park which was adopted by Council in 2012.





## Gallows Point Dock Replacement

- 2020
- Facility condition assessment in 2017 determined that the facility was at end of useful life and showed areas of concern. Through consultation with Protection Island residents, Nanaimo Port Authority and BC Ambulance Service a new dock facility will be built to ensure a safe and usable public access for residents and emergency services.



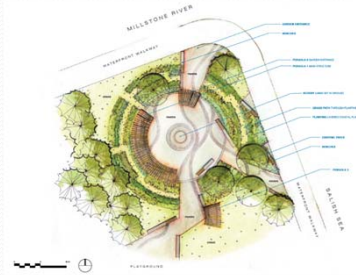
## Maffeo Sutton Playground – Phase 1

- 2019 and 2020
- In 2016, a need to improve the accessibility and inclusion with Nanaimo park spaces was identified. The Socially Inclusive Park Partnership (SIPP) was developed to focus on a redevelopment plan for Maffeo Sutton Playground.



## Rotary Centennial Garden

- 2019 and 2020
- The Rotary Centennial Garden is a community park improvement project funded by the Rotary Club. The garden project marks the Rotary Club celebration of 100 years of service to the community.



## Neck Point Park Washrooms

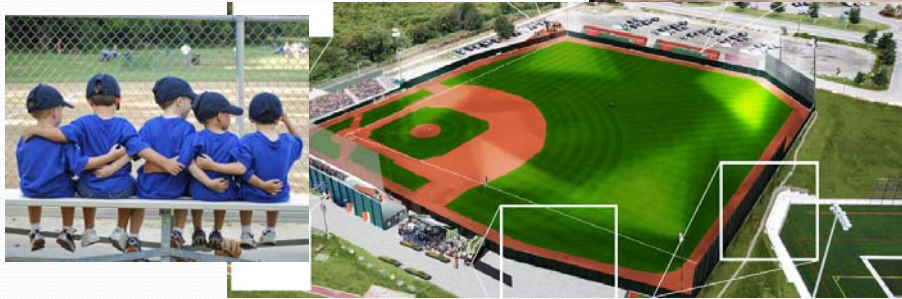
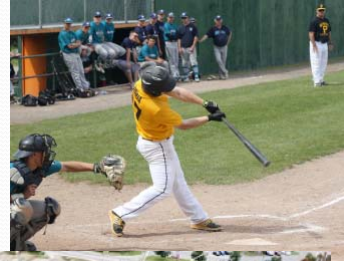
- 2021
- The new washroom block will provide an appropriate level of service for park users to include 2 washrooms and appropriate storage for custodial supplies. The building will also showcase a green roof to retain storm water and blend into the surrounding natural elements.





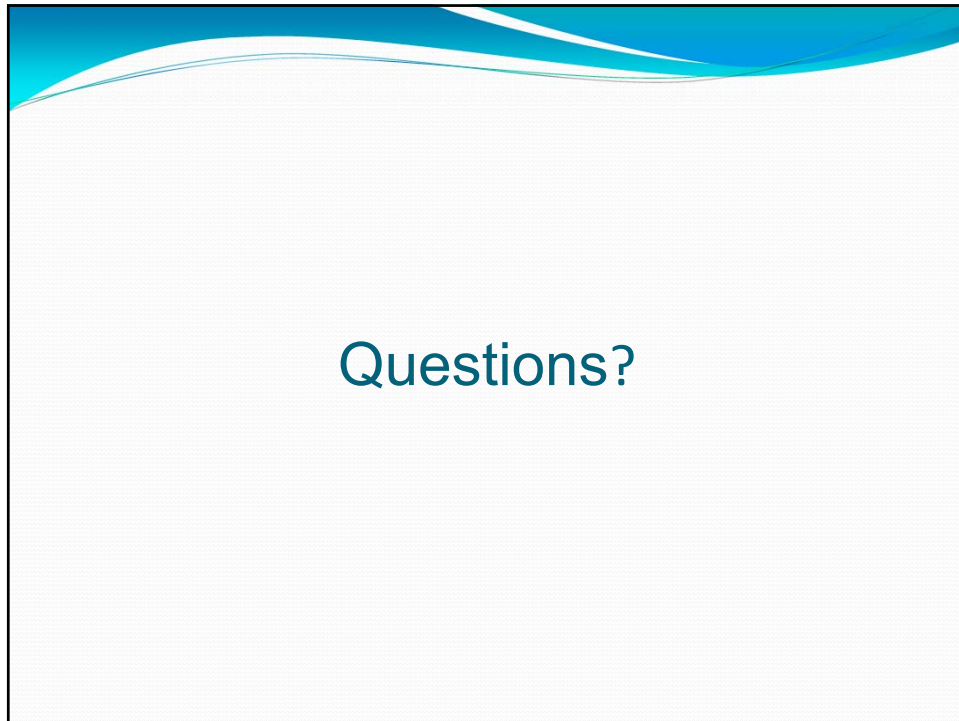
## Serauxmen Stadium Field Lights

- 2019 and 2020
- Serauxmen Stadium will be the first lit baseball field in Nanaimo and provide great opportunity to maintain and grow competitive baseball in our City



## Projects Not Included in Plan

Currently not included in 10 Year Project Plan. Pending studies/other work to be completed, business cases to developed, direction from Council.





## 2020 – 2024 Project Plan

The 2020 – 2024 Draft Financial Plan includes projects that are consistent with corporate objectives as outlined in the *2019 - 2022 Strategic Plan*, *planNanaimo*, *OCP* and master plans approved by Council such as the Transportation Master Plan. Detailed project information is provided within the following framework: Strategic, Equipment & Vehicle Program, Facilities Infrastructure and Amenities Program, Information Technology Infrastructure Program, Parking Infrastructure Program, Parks Infrastructure Program, Sanitary Sewer Infrastructure Program, Drainage Infrastructure Program, Transportation Infrastructure Program, and Water Infrastructure Program.

The majority of projects in the five-year plan focus on renewal of existing infrastructure to support effective and efficient delivery of current levels of service, and new/upgraded infrastructure required due to growth.

### Project Plan:

The following pages provide a breakdown on the 2020 – 2024 Project Plan:

- Summary by plan – eg Asset Management Plan, Master Plans
- Summary by major category or program and funding
- Detail reports for each major category or program and type



## 2020 - 2024 Project Plan - Operating and Capital Funds

### Summary by Plan

	2020	2021	2022	2023	2024	Total
<b>Supporting Document</b>						
<b>Council's Strategic Plan</b>						
Environment	50,000	-	-	-	-	50,000
Social Planning	2,500	2,500	2,500	2,500	2,500	12,500
<b>Total</b>	<b>52,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>62,500</b>
<b>Strategic/Organization Plans/Studies:</b>						
Core Review	75,000	-	-	-	-	75,000
Council Directives	578,624	294,500	294,500	194,500	194,500	1,556,624
Culture Plan for a Creative Nanaimo 2014-2020	50,000	50,000	50,000	50,000	50,000	250,000
GIS Technology Plan	45,000	45,000	45,000	45,000	45,000	225,000
Official Community Plan (OCP)	140,000	115,000	115,000	115,000	120,000	605,000
Sustainability Projects	42,075	-	-	-	-	42,075
Water Conservation Strategies (2014)	70,000	30,000	30,000	30,000	30,000	190,000
<b>Total</b>	<b>1,000,699</b>	<b>534,500</b>	<b>534,500</b>	<b>434,500</b>	<b>439,500</b>	<b>2,943,699</b>
<b>Asset Management Plans:</b>						
Asset Renewal Plan (ARP)	31,778,870	32,843,474	33,256,031	28,333,203	27,677,257	153,888,835
Beban Park Master Plan Update (2015)	-	82,580	121,500	78,060	-	282,140
Boxwood Connector Rd - Sanitary Sewer Study (2012)	69,000	-	350,000	-	-	419,000
Business Cases	430,000	1,123,188	470,000	500,000	-	2,523,188
Chase River Sanitary Sewer Master Plan (2014)	-	660,000	-	-	-	660,000
City Wide Sanitary Sewer Study (2014)	25,000	629,000	326,000	-	-	980,000
City Wide Sewer Plan (2014)	200,000	-	-	-	-	200,000
Dam Inundation Study	200,000	-	-	-	-	200,000
Dam Safety Regulations	25,000	23,000	15,000	15,000	15,000	93,000
Dam Safety Reviews	-	-	-	210,000	-	210,000
DCC Bylaw	8,046,025	8,935,000	15,403,200	11,020,116	9,061,376	52,465,717
Formal Annual Dam Inspections	66,650	68,200	69,750	25,300	72,850	302,750
Formal Annual Dam Review Report	100,000	100,000	100,000	5,000,000	-	5,300,000
Harewood Centennial Park Improvement Plan	203,815	-	-	-	-	203,815
Maffeo Sutton Park Master Plan Update	32,490	45,000	-	112,000	-	189,490
Millstone Sewer Trunk & Laterals Master Plan	22,000	665,000	221,000	77,000	-	985,000
Neck Point Park Master Plan Update	-	216,340	-	-	-	216,340
Partners in the Park Program	100,000	100,000	100,000	100,000	100,000	500,000
Property Management Strategy	600,000	600,000	600,000	600,000	600,000	3,000,000
Seventh St SubCatchment Area Sanitary Sewer Study (2011)	-	32,000	-	320,000	-	352,000
Trail Implementation Plan	305,025	179,680	200,000	201,850	200,000	1,086,555
Transportation Master Plan	5,650,000	10,273,400	1,968,400	7,770,400	1,023,600	26,685,800
Urban Forest Management Strategy	96,200	61,570	22,500	20,000	13,500	213,770
Water Audit Study (2013)	300,000	300,000	300,000	300,000	325,000	1,525,000
Waterfront Walkway Implementation Plan	600,000	8,900,000	11,850,000	3,775,000	5,100,000	30,225,000
<b>Total</b>	<b>48,850,075</b>	<b>65,837,432</b>	<b>65,373,381</b>	<b>58,457,929</b>	<b>44,188,583</b>	<b>282,707,400</b>
<b>Total - Projects From Plans</b>	<b>49,903,274</b>	<b>66,374,432</b>	<b>65,910,381</b>	<b>58,894,929</b>	<b>44,630,583</b>	<b>285,713,599</b>
<b>Total - Other Projects</b>	<b>2,083,835</b>	<b>2,443,643</b>	<b>630,600</b>	<b>264,700</b>	<b>203,000</b>	<b>5,625,778</b>
<b>Total - All Projects</b>	<b>51,987,109</b>	<b>68,818,075</b>	<b>66,540,981</b>	<b>59,159,629</b>	<b>44,833,583</b>	<b>291,339,377</b>

Note: A project may support more than one plan, classification is based on major plan supported.

**2020- 2024 Project Plan - Operating and Capital Funds**  
**Summary by Major Category and Funding**

	2020	2021	2022	2023	2024	Total
<b>PROJECTS</b>						
Strategic	1,834,024	1,386,700	1,393,500	1,301,700	1,279,500	7,195,424
Equipment & Vehicle Program	4,763,796	2,637,241	2,865,616	2,638,453	1,816,899	14,722,005
Facilities Infrastructure & Amenities Program	6,965,125	12,564,875	6,593,353	2,144,885	3,412,765	31,681,003
Information Technology Infrastructure Program	700,764	930,331	1,635,787	2,734,195	92,076	6,093,153
Parking Infrastructure Program	769,000	806,888	955,925	1,300,000	1,273,550	5,105,363
Parks Infrastructure Program	3,985,375	10,181,130	12,663,250	5,518,730	7,001,260	39,349,745
Sanitary Sewer Infrastructure Program	7,411,625	9,225,450	6,421,700	6,459,300	6,995,807	36,513,882
Drainage Infrastructure Program	3,334,100	3,505,600	5,950,200	5,142,500	5,766,000	23,698,400
Transportation Infrastructure Program	10,979,250	18,545,400	16,463,400	15,494,700	5,813,476	67,296,226
Water Infrastructure Program	11,244,050	9,034,460	11,598,250	16,425,166	11,382,250	59,684,176
<b>Total Projects</b>	<b>51,987,109</b>	<b>68,818,075</b>	<b>66,540,981</b>	<b>59,159,629</b>	<b>44,833,583</b>	<b>291,339,377</b>
<b>PROJECT TYPE</b>						
Capital Project	42,861,184	63,143,849	60,653,596	53,268,798	38,864,503	258,791,930
Operating Project	9,125,925	5,674,226	5,887,385	5,890,831	5,969,080	32,547,447
	<b>51,987,109</b>	<b>68,818,075</b>	<b>66,540,981</b>	<b>59,159,629</b>	<b>44,833,583</b>	<b>291,339,377</b>
<b>FUNDING SOURCES</b>						
Drainage DCCs	330,720	340,710	2,103,548	1,823,100	740,800	5,338,878
Parks DCCs	54,549	75,719	-	-	-	130,268
Roads DCCs	458,800	3,403,280	3,461,900	1,628,297	389,227	9,341,504
Sewer DCCs	165,380	342,480	614,810	3,400,540	590,030	5,113,240
Water DCCs	1,647,870	399,430	2,890,580	1,070,152	1,678,579	7,686,611
Development Cost Charges (DCC) Reserves	2,657,319	4,561,619	9,070,838	7,922,089	3,398,636	27,610,501
911 Equipment Reserve	10,860	79,160	21,160	2,500	17,476	131,156
Community Works Reserve	4,977,295	10,216,000	2,995,000	5,685,000	6,100	23,879,395
Copier Reserve	32,500	10,000	19,600	13,600	20,000	95,700
Emission Reduction Reserve	75,000	-	-	-	-	75,000
Equipment Depreciation Reserve	3,850,290	1,198,000	1,943,000	1,932,890	1,252,000	10,176,180
Facility Development Reserve	1,711,885	2,216,765	1,312,280	759,605	1,582,590	7,583,125
General Parking Reserve	769,000	60,488	180,425	1,000,000	-	2,009,913
Housing Legacy Reserve	38,950	-	-	-	-	38,950
IT Reserve	505,764	847,531	592,000	691,601	38,100	2,674,996
Strategic Infrastructure Reserve	900,000	900,000	900,000	1,800,000	900,000	5,400,000
Sustainability Reserve	42,075	-	-	-	-	42,075
General Fund Asset Mgmt Reserve	6,995,790	6,408,221	10,518,349	8,541,439	7,797,299	40,261,098
Sewer Fund Asset Mgmt Reserve	1,955,080	1,621,420	1,571,390	431,710	3,056,320	8,635,920
Water Fund Asset Mgmt Reserve	3,161,630	1,773,570	2,057,420	2,118,564	1,529,521	10,640,705
General Reserves	1,468,044	23,300	173,340	219,430	-	1,884,114
Sewer Reserves	4,135,900	5,195,150	4,077,500	2,637,050	1,675,657	17,721,257
Water Reserves	6,606,750	7,711,960	7,162,450	13,425,350	8,330,150	43,236,660
Operating and Statutory Reserves	37,236,813	38,261,565	33,523,914	39,258,739	26,205,213	174,486,244
Government Grants	250,000	50,000	-	-	-	300,000
Grants/Private Contributions	204,000	9,000	593,000	9,000	9,000	824,000
Grants/Private Contributions	454,000	59,000	593,000	9,000	9,000	1,124,000
General Revenue	7,373,712	7,788,428	8,170,460	8,194,801	8,395,934	39,923,335
PILT's	100,000	100,000	771,000	100,000	100,000	1,171,000
Internal Borrowing	1,165,265	2,088,600	-	-	-	3,253,865
Borrowing	3,000,000	15,958,863	14,411,769	3,675,000	6,724,800	43,770,432
<b>Total Funding</b>	<b>51,987,109</b>	<b>68,818,075</b>	<b>66,540,981</b>	<b>59,159,629</b>	<b>44,833,583</b>	<b>291,339,377</b>

## 2020 - 2024 Project Plan - Operating and Capital Funds

### 2020 Operating and Capital Projects

PROJECTS	AMOUNT	PROJECT HIGHLIGHTS
Strategic	1,834,024	Projects and programs that address specific initiatives, issues or goals.
Equipment & Vehicle Program	4,763,796	<p>The City utilizes a wide range of vehicles and equipment to deliver services. The majority of planned purchases in 2020 are for the renewal of existing assets.</p> <p>Major 2020 purchases include:</p> <ul style="list-style-type: none"> <li>- 2 Fire Engines</li> <li>- 3 Dump Trucks</li> <li>- Backhoe</li> </ul>
Facilities Infrastructure & Amenities Program	6,965,125	<p>The City currently owns and operates over 100 facilities which support delivery of a wide range of services.</p> <p>Major projects in 2020 include:</p> <ul style="list-style-type: none"> <li>- Civic Facilities Condition Assessment Program</li> <li>- Facilities and Parks Amenities Condition Assessment Program</li> <li>- Replace chiller unit in Port Theatre</li> <li>- Beban Social Centre repair and repaint exterior metal cladding, add ductless split heat pumps for two rooms</li> <li>- Phase 2 of Nanaimo Aquatic Centre roof replacement</li> <li>- Continuation of multi-year project to replace Fire Station #1</li> </ul>
Information Technology Infrastructure Program	700,764	<p>The City's technology equipment, maintains systems access for network and business applications.</p> <p>Major projects in 2020 include:</p> <ul style="list-style-type: none"> <li>- Traffic Signal Management System</li> <li>- Infrastructure improvements to enhance performance capacity</li> </ul>
Parking Infrastructure Program	769,000	<p>The City currently owns and operates three multi-level parkades and five parking lots.</p> <p>Major projects in 2020 include:</p> <ul style="list-style-type: none"> <li>- Bastion Street Parkade renewal of traffic membranes</li> </ul>
Parks Infrastructure Program	3,985,375	<p>Parks infrastructure includes destination parks, neighborhood parks, spray parks, sports field, playgrounds, tennis/sport course and trails.</p> <p>Major projects in 2020 include:</p> <ul style="list-style-type: none"> <li>- Serauxmen Stadium installation of LED outfield lights</li> <li>- Waterfront Walkway phased implementation</li> <li>- Trailway Development, construction of boardwalk along south side of Cottle Lake</li> <li>- Phase 2 of Harewood Centennial Youth Park</li> <li>- Beach Access Upgrades, replacement of Seabold Beach access stairs</li> <li>- Gallows Point Dock, demolition and construction of new dock</li> </ul>
Sanitary Sewer Infrastructure Program	7,411,625	<p>The sanitary sewer infrastructure program includes renewal projects for infrastructure at end of life and new/upgrade projects to address current and future capacity issues.</p> <p>Major projects in 2020 include:</p> <ul style="list-style-type: none"> <li>- Sanitary Sewer Condition Assessment Program</li> <li>- Comox Area Sanitary Project</li> <li>- DCC SS 19 Millstone Trunk South: upsize main between Nanaimo Parkway and Pryde Ave to address existing capacity shortfalls and to service future growth</li> <li>- Strongitharm Easement 1628RW: replacement of sanitary sewer main Strongitharm to 2550 Departure Bay</li> </ul>

## 2020 - 2024 Project Plan - Operating and Capital Funds

### 2020 Operating and Capital Projects Continued

PROJECTS	AMOUNT	PROJECT HIGHLIGHTS
Drainage Infrastructure Program	3,334,100	<p>The drainage infrastructure program includes renewal projects for infrastructure at end of life and new/upgrade projects to address current and future capacity issues.</p> <p>Major projects in 2020 include:</p> <ul style="list-style-type: none"> <li>- Casper Way RHB &amp; Utility Project: replace and upgrade existing ditch and driveway culverts on Casper</li> <li>- Metral Corridor &amp; Utility Upgrade: replace existing system of drainage ditches and culvert crossings on Metral with a piped system to support construction of a new sidewalk</li> <li>- Stewart St Utilities Upgrade: replace and re-route drainage main on Stewart St between 1000 Stewart and outfall</li> <li>- White St Area RHB and Utilities Project: replace drainage main on White St between Pryde and Millstone</li> </ul>
Transportation Infrastructure Program	10,979,250	<p>The City's Transportation Master Plan (2014) provides direction on expansion/upgrades to the City's transportation infrastructure. Transportation infrastructure includes roadways, sidewalks, bicycle lanes, bridge structures, street lights, roundabouts and traffic signals.</p> <p>Major projects in 2020 include:</p> <ul style="list-style-type: none"> <li>- Phase 1 of Metral Corridor and Utility Upgrade: between Mostar Road and Turner Road with a link to E&amp;N Trail. Includes road rehab, cycling lanes, sidewalks and streetlights.</li> <li>- Cycling Amenities: <ul style="list-style-type: none"> <li>Off Bowen (Caspers Way to Hansen Rd),</li> <li>Comox Rd (Pine St to Wallace St),</li> <li>Boxwood Rd (Dufferin Cres to Meredith St)</li> </ul> </li> <li>- Road rehabilitation including Bowen Road: Island Hwy to Labieux, Laguna Way: Toms Turnabout Esmt to 5004 Laguna and 5004 Laguna to Malaspina</li> <li>- Phase 3 of LED Street Light Conversion, supported by business case</li> <li>- Downtown Street Lighting Replacement: complete remaining globe street lights</li> </ul>
Water Infrastructure Program	11,244,050	<p>The water infrastructure program includes renewal projects for infrastructure at end of life and new/upgrade projects to increase capacity and provide redundancy within the system. The long-term water supply plan models future demand due to growth, and provides guidance for capital investment needed to maintain an adequate water supply for the City.</p> <p>Major projects in 2020 include:</p> <ul style="list-style-type: none"> <li>- Phase 1 of Metral Corridor &amp; Utility Upgrade: replace water distribution main on Metral between Doreen to Island Hwy, on Tulip Place between Metral to end and Fernandez Place from Metral to end</li> <li>- DCC WS42 Towers Reservoir: demolish existing reservoir and replace with larger reservoir to provide adequate peak hour balancing storage and fire flow</li> <li>- DCC W55 Bowen: replace and upsize water distribution main on Bowen Rd and Kenworth Rd to address growth and provide minimum operating pressures and fire flows</li> <li>- Laguna Area Water Project: replace 3 PRVs and replace water distribution main on Laguna Ave between Tom's Turnabout Easement to 5004 Laguna, between 5004 Laguna to Malaspina and Lost Lake to 4345 Laguna.</li> </ul>
<b>Total</b>	<b>51,987,109</b>	

**2020 - 2024 Project Plan - Operating and Capital Funds**  
**Strategic Projects**

	2020	2021	2022	2023	2024	Total
<b>Project Costs:</b>						
<b>Strategic Plans:</b>						
Community Action Sustainability Plan Update	75,000	-	-	-	-	75,000
Council Strategic Plan	-	-	-	20,000	-	20,000
Economic Development Strategy	100,000	-	-	-	-	100,000
Parks and Recreation Master Plan Update	75,000	-	-	-	-	75,000
Social Procurement Strategy	10,000	-	-	-	-	10,000
<b>Council Committees:</b>						
Design Advisory Panel	2,500	2,500	2,500	2,500	2,500	12,500
Environment Committee	10,000	10,000	10,000	10,000	10,000	50,000
Finance & Audit	8,000	8,000	8,000	8,000	8,000	40,000
Health and Housing Task Force	2,500	2,500	2,500	2,500	2,500	12,500
Nanaimo Youth Advisory Council	3,000	3,000	3,000	3,000	3,000	15,000
Water Supply Advisory	1,500	1,500	1,500	1,500	1,500	7,500
<b>Audits:</b>						
COR External Audit	-	-	14,000	-	-	14,000
Financial/Performance Audits	50,000	50,000	50,000	50,000	50,000	250,000
IT Tech: Network Security Audit	-	20,700	-	20,700	-	41,400
<b>Culture &amp; Heritage Initiatives:</b>						
Downtown Façade Grants	20,000	20,000	20,000	20,000	20,000	100,000
Public Art	50,000	50,000	50,000	50,000	50,000	250,000
<b>Environmental Projects:</b>						
Invasive Plant Management Program	20,000	20,000	20,000	20,000	20,000	100,000
Natural Park Areas Assessment Program	25,000	30,000	22,500	20,000	13,500	111,000
Seasonal Air Quality Assessment	-	-	-	-	5,000	5,000
<b>Official Community Plan:</b>						
Official Community Plan (OCP) Update	100,000	-	-	-	-	100,000
Planning Studies	-	75,000	75,000	75,000	75,000	300,000
<b>Property Management Strategy:</b>						
Property Acquisitions - General	600,000	600,000	600,000	600,000	600,000	3,000,000
<b>Social Planning Initiatives:</b>						
Day-Time Drop In Centre	100,000	100,000	100,000	-	-	300,000
Housing Legacy Reserve	165,000	165,000	165,000	165,000	165,000	825,000
Shower Program	38,950	-	-	-	-	38,950
Urban Clean Up	45,000	-	-	-	-	45,000
<b>Water Strategies:</b>						
Appliance Rebate Program	10,000	-	-	-	-	10,000
Toilet Rebate Program	30,000	-	-	-	-	30,000
Water Conservation Strategy	30,000	30,000	30,000	30,000	30,000	150,000
<b>Subtotal</b>	<b>1,571,450</b>	<b>1,188,200</b>	<b>1,174,000</b>	<b>1,098,200</b>	<b>1,056,000</b>	<b>6,087,850</b>

**2020 - 2024 Project Plan - Operating and Capital Funds**  
**Strategic Projects Continued**

	2020	2021	2022	2023	2024	Total
<b>Project Costs:</b>						
<b>Other:</b>						
Active Transportation Education & Marketing	25,000	30,000	35,000	35,000	35,000	160,000
Association of Vancouver Island Coastal Communities (AVICC)	15,174	-	-	-	-	15,174
City Orthophotos	75,000	50,000	75,000	50,000	75,000	325,000
Cross Connection Control Grant	100,000	100,000	100,000	100,000	100,000	500,000
Immigrant Welcome Reception	4,500	4,500	4,500	4,500	4,500	22,500
Public Works Days	28,900	-	-	-	-	28,900
Safety Initiatives	9,000	9,000	-	9,000	9,000	36,000
Sustainable Parking Grant	5,000	5,000	5,000	5,000	-	20,000
<b>Subtotal</b>	<b>262,574</b>	<b>198,500</b>	<b>219,500</b>	<b>203,500</b>	<b>223,500</b>	<b>1,107,574</b>
<b>Grand Total</b>	<b>1,834,024</b>	<b>1,386,700</b>	<b>1,393,500</b>	<b>1,301,700</b>	<b>1,279,500</b>	<b>7,195,424</b>

**2020 - 2024 Project Plan - Operating and Capital Funds  
Equipment & Vehicle Program**

	2020	2021	2022	2023	2024	Total
<b>Project Costs:</b>						
<b>Renewal Projects and Programs:</b>						
<b>Fleet:</b>						
City Fleet	1,528,000	1,155,000	1,252,000	677,000	1,200,500	5,812,500
Fire Fleet	2,205,460	-	566,500	1,059,390	30,000	3,861,350
Ice Resurfacers	-	-	-	185,000	-	185,000
<b>Equipment:</b>						
Furniture and Equipment	408,706	374,718	610,016	303,708	202,329	1,899,477
Gym Equipment	-	52,020	-	54,125	-	106,145
Maintenance Equipment	265,530	257,170	152,150	120,050	131,800	926,700
Misc - Fire Equipment	109,680	140,980	100,470	87,520	123,770	562,420
Misc - Fleet Shop Equipment	48,330	35,500	61,000	4,000	14,000	162,830
Misc - Survey Equipment	10,000	10,000	10,000	10,000	10,000	50,000
Park Amenities	18,000	18,360	18,730	19,110	19,500	93,700
SNIC Equipment	89,500	-	-	50,000	85,000	224,500
VICC Kitchen Equipment	19,200	23,300	94,750	68,550	-	205,800
<b>Total</b>	<b>4,702,406</b>	<b>2,067,048</b>	<b>2,865,616</b>	<b>2,638,453</b>	<b>1,816,899</b>	<b>14,090,422</b>
<b>New/Upgrades:</b>						
<b>Fleet:</b>						
Sanitation Fleet	-	458,863	-	-	-	458,863
<b>Equipment:</b>						
Furniture and Equipment	42,840	74,250	-	-	-	117,090
Maintenance Equipment	-	27,100	-	-	-	27,100
Misc - Fire Equipment	18,550	9,980	-	-	-	28,530
<b>Total</b>	<b>61,390</b>	<b>570,193</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>631,583</b>



**2020 - 2024 Project Plan - Operating and Capital Funds**  
**Facilities Infrastructure & Amenities Program**

	2020	2021	2022	2023	2024	Total
<b>Project Costs:</b>						
<b>Renewal Projects and Programs:</b>						
Condition Assessment/Pre-Design/Studies	425,000	325,000	275,000	275,000	300,000	1,600,000
<b>Civic Properties:</b>						
City Hall	37,480	-	-	-	98,110	135,590
Community Services Building	-	39,960	-	-	-	39,960
Service and Resource Centre (SARC)	36,200	-	10,200	-	30,000	76,400
<b>Bylaw Facilities:</b>						
Animal Shelter	-	-	-	34,100	-	34,100
<b>Culture &amp; Heritage Facilities:</b>						
150 Commercial Street	28,000	-	22,500	-	-	50,500
Port Theatre	286,500	126,530	5,500	801,360	20,170	1,240,060
The Bastion	-	24,630	-	-	15,000	39,630
<b>Public Safety:</b>						
Fire Station #1	3,000,000	6,700,000	3,740,269	-	-	13,440,269
Fire Station #2	-	-	44,094	-	51,220	95,314
Fire Station #3	-	-	58,510	-	43,010	101,520
Fire Station #4	31,120	-	-	-	78,170	109,290
Police Annex	53,550	66,870	-	36,130	-	156,550
Police Operations Building	103,110	70,000	242,810	70,000	79,780	565,700
<b>Parks and Recreation Facilities:</b>						
Beacon House	68,650	-	-	-	-	68,650
Beban Complex	310,160	3,023,940	283,490	-	210,940	3,828,530
Beban House	96,130	-	-	-	-	96,130
Beban Pool	153,760	278,480	146,410	50,300	152,240	781,190
Beban Social Centre	244,550	173,705	146,500	117,290	-	682,045
Bowen Park Complex	69,460	6,775	-	200,050	19,500	295,785
Centennial Building	-	30,420	-	-	-	30,420
Chase River Activity Centre	44,960	-	-	-	-	44,960
Cliff McNabb Arena	13,920	-	60,535	48,710	1,293,980	1,417,145
Frank Crane Arena	131,565	-	-	-	210,000	341,565
Kin Hut	36,600	-	-	-	10,320	46,920
Kin Pool	-	21,400	-	34,890	7,350	63,640
Nanaimo Aquatic Centre	1,418,545	564,040	737,330	30,000	71,160	2,821,075
<b>Subtotal</b>	<b>6,589,260</b>	<b>11,451,750</b>	<b>5,773,148</b>	<b>1,697,830</b>	<b>2,690,950</b>	<b>28,202,938</b>
<b>New/Upgrades:</b>						
<b>Civic Facilities:</b>						
Cross Connection Program	84,175	-	-	-	-	84,175
<b>Parks and Recreation Facilities:</b>						
Nanaimo Aquatic Centre	12,550	-	-	-	-	12,550
<b>Subtotal</b>	<b>96,725</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>96,725</b>

**2020 - 2024 Project Plan - Operating and Capital Funds**  
**Facilities Infrastructure & Amenities Program Continued**

	2020	2021	2022	2023	2024	Total
<b>Project Costs:</b>						
<b>Renewal Projects and Programs:</b>						
<b>Parks and Recreation Facilities Continued:</b>						
Nanaimo Ice Centre	11,610	317,925	53,020	171,360	59,760	613,675
Oliver Woods Community Centre	90,100	5,200	-	152,895	37,150	285,345
<b>Public Works Yard</b>						
Public Works Yard	117,430	95,000	176,485	102,800	609,905	1,101,620
<b>Vancouver Island Conference Centre</b>						
VICC	-	-	165,700	-	-	165,700
<b>Water Facilities</b>						
Pump Stations	-	25,000	-	-	-	25,000
Water Treatment Plant	-	20,000	15,000	20,000	15,000	70,000
<b>Subtotal</b>	<b>219,140</b>	<b>463,125</b>	<b>410,205</b>	<b>447,055</b>	<b>721,815</b>	<b>2,261,340</b>
<b>Total</b>	<b>6,808,400</b>	<b>11,914,875</b>	<b>6,183,353</b>	<b>2,144,885</b>	<b>3,412,765</b>	<b>30,464,278</b>
<b>New/Upgrades:</b>						
<b>Public Works Yard</b>						
Public Works Yard	-	-	60,000	-	-	60,000
<b>Water Facilities</b>						
Water Treatment Plant	60,000	650,000	350,000	-	-	1,060,000
<b>Subtotal</b>	<b>60,000</b>	<b>650,000</b>	<b>410,000</b>	<b>-</b>	<b>-</b>	<b>1,120,000</b>
<b>Total</b>	<b>156,725</b>	<b>650,000</b>	<b>410,000</b>	<b>-</b>	<b>-</b>	<b>1,216,725</b>
<b>Grand Total</b>	<b>6,965,125</b>	<b>12,564,875</b>	<b>6,593,353</b>	<b>2,144,885</b>	<b>3,412,765</b>	<b>31,681,003</b>

**2020 - 2024 Project Plan - Operating and Capital Funds**  
**Information Technology Infrastructure Program**

	2020	2021	2022	2023	2024	Total
<b>Project Costs:</b>						
<b>Renewal Projects and Programs:</b>						
Business Applications	67,350	-	-	-	8,976	76,326
Business Applications - ERP	-	-	1,220,197	1,867,414	-	3,087,611
Computing Infrastructure	174,954	228,831	370,590	821,781	38,100	1,634,256
<b>Total</b>	<b>242,304</b>	<b>228,831</b>	<b>1,590,787</b>	<b>2,689,195</b>	<b>47,076</b>	<b>4,798,193</b>
<b>New/Upgrades:</b>						
Business Applications	213,760	-	-	-	-	213,760
Business Applications - ECM	-	656,500	-	-	-	656,500
Business Applications - GIS	45,000	45,000	45,000	45,000	45,000	225,000
Computing Infrastructure	199,700	-	-	-	-	199,700
<b>Total</b>	<b>458,460</b>	<b>701,500</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>1,294,960</b>
<b>Plans/Studies:</b>						
Studies	-	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Grand Total</b>	<b>700,764</b>	<b>930,331</b>	<b>1,635,787</b>	<b>2,734,195</b>	<b>92,076</b>	<b>6,093,153</b>

**2020 - 2024 Project Plan - Operating and Capital Funds**  
**Parking Infrastructure Program**

	2020	2021	2022	2023	2024	Total
<b>Project Costs:</b>						
<b>Renewal Projects and Programs:</b>						
Bastion St Parkade	713,700	18,800	-	-	-	732,500
Harbourfront Parkade	13,200	746,400	839,325	-	1,273,550	2,872,475
Port of Nanaimo Centre Parkade	12,100	-	-	1,300,000	-	1,312,100
Misc Projects						-
<b>Total</b>	<b>739,000</b>	<b>765,200</b>	<b>839,325</b>	<b>1,300,000</b>	<b>1,273,550</b>	<b>4,917,075</b>
<b>New/Upgrades:</b>						
Harbourfront Parkade	-	-	96,600	-	-	96,600
Parking Equipment	-	34,500	-	-	-	34,500
Parking Signage	-	7,188	-	-	-	7,188
<b>Total</b>	<b>-</b>	<b>41,688</b>	<b>96,600</b>	<b>-</b>	<b>-</b>	<b>138,288</b>
<b>Plans/Studies:</b>						
Studies	30,000	-	20,000	-	-	50,000
<b>Total</b>	<b>30,000</b>	<b>-</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>50,000</b>
<b>Grand Total</b>	<b>769,000</b>	<b>806,888</b>	<b>955,925</b>	<b>1,300,000</b>	<b>1,273,550</b>	<b>5,105,363</b>

**2020 - 2024 Project Plan - Operating and Capital Funds**  
**Parks Infrastructure Program**

	2020	2021	2022	2023	2024	Total
<b>Project Costs:</b>						
<b>Renewal Projects and Programs:</b>						
Beach Access	214,750	25,000	25,000	25,000	25,000	314,750
Boat Ramps/Docks	774,970	-	-	-	-	774,970
Condition Assessment/Pre Design	100,000	100,000	100,000	100,000	125,000	525,000
Misc Projects	339,820	-	-	-	-	339,820
Parks & Playground	301,010	221,570	205,000	721,600	120,000	1,569,180
Pickleball Courts	-	-	-	29,140	-	29,140
Railing Replacement Program	-	202,010	-	136,780	-	338,790
Recreational Dams	74,450	73,600	66,750	180,300	69,050	464,150
Sports Fields/Field Houses	65,875	6,600	80,000	36,300	1,202,760	1,391,535
Tennis Court Improvements	27,460	-	-	22,700	59,450	109,610
Trail Development and Rehab	142,370	179,680	-	-	-	322,050
<b>Total</b>	<b>2,040,705</b>	<b>808,460</b>	<b>476,750</b>	<b>1,251,820</b>	<b>1,601,260</b>	<b>6,178,995</b>
<b>New/Upgrades:</b>						
Misc Projects	56,280	28,750	-	-	-	85,030
Multi Use Court	8,000	-	-	-	-	8,000
Parks & Playgrounds	182,190	443,920	136,500	259,500	100,000	1,122,110
Sports Fields/Field Houses	731,730	-	-	-	-	731,730
Trail Development	801,905	8,900,000	12,050,000	3,976,850	5,300,000	31,028,755
Youth Courts/Parks	164,565	-	-	30,560	-	195,125
<b>Total</b>	<b>1,944,670</b>	<b>9,372,670</b>	<b>12,186,500</b>	<b>4,266,910</b>	<b>5,400,000</b>	<b>33,170,750</b>
<b>Plans/Studies:</b>						
	-	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Grand Total</b>	<b>3,985,375</b>	<b>10,181,130</b>	<b>12,663,250</b>	<b>5,518,730</b>	<b>7,001,260</b>	<b>39,349,745</b>



**2020 - 2024 Project Plan - Operating and Capital Funds**  
**Sanitary Sewer Infrastructure Program**

	2020	2021	2022	2023	2024	Total
<b>Project Costs:</b>						
<b>Renewal Projects and Programs:</b>						
Condition Assessment Program	510,000	485,000	510,000	485,000	510,000	2,500,000
Mains	4,268,600	2,619,450	3,785,700	1,836,300	2,014,407	14,524,457
<b>Total</b>	<b>4,778,600</b>	<b>3,104,450</b>	<b>4,295,700</b>	<b>2,321,300</b>	<b>2,524,407</b>	<b>17,024,457</b>
<b>New/Upgrades:</b>						
Mains	2,453,025	5,821,000	1,876,000	3,813,000	4,146,400	18,109,425
<b>Total</b>	<b>2,453,025</b>	<b>5,821,000</b>	<b>1,876,000</b>	<b>3,813,000</b>	<b>4,146,400</b>	<b>18,109,425</b>
<b>Plans/Studies:</b>						
Master Plans	30,000	150,000	150,000	225,000	225,000	780,000
Misc Projects	-	50,000	-	-	-	50,000
Studies	150,000	100,000	100,000	100,000	100,000	550,000
<b>Total</b>	<b>180,000</b>	<b>300,000</b>	<b>250,000</b>	<b>325,000</b>	<b>325,000</b>	<b>1,380,000</b>
<b>Grand Total</b>	<b>7,411,625</b>	<b>9,225,450</b>	<b>6,421,700</b>	<b>6,459,300</b>	<b>6,995,807</b>	<b>36,513,882</b>

**2020 - 2024 Project Plan - Operating and Capital Funds**  
**Drainage Infrastructure Program**

	2020	2021	2022	2023	2024	Total
<b>Project Costs:</b>						
<b>Renewal Projects and Programs:</b>						
Condition Assessment Program	160,000	210,000	260,000	310,000	310,000	1,250,000
Mains	1,761,100	1,459,600	2,413,000	971,000	4,136,000	10,740,700
<b>Total</b>	<b>1,921,100</b>	<b>1,669,600</b>	<b>2,673,000</b>	<b>1,281,000</b>	<b>4,446,000</b>	<b>11,990,700</b>
<b>New/Upgrades:</b>						
Mains	1,313,000	1,836,000	3,177,200	3,861,500	1,220,000	11,407,700
<b>Total</b>	<b>1,313,000</b>	<b>1,836,000</b>	<b>3,177,200</b>	<b>3,861,500</b>	<b>1,220,000</b>	<b>11,407,700</b>
<b>Plans/Studies:</b>						
Master Plans	100,000	-	100,000	-	100,000	300,000
<b>Total</b>	<b>100,000</b>	<b>-</b>	<b>100,000</b>	<b>-</b>	<b>100,000</b>	<b>300,000</b>
<b>Grand Total</b>	<b>3,334,100</b>	<b>3,505,600</b>	<b>5,950,200</b>	<b>5,142,500</b>	<b>5,766,000</b>	<b>23,698,400</b>

**2020 - 2024 Project Plan - Operating and Capital Funds**  
**Transportation Infrastructure Program**

	2020	2021	2022	2023	2024	Total
<b>Project Costs:</b>						
<b>Renewal Projects and Programs:</b>						
Bridges	100,000	-	-	-	-	100,000
Condition Assessment Program	310,000	-	-	200,000	-	510,000
Corridor Improvements	-	-	2,300,000	-	-	2,300,000
Misc Projects	325,000	350,000	350,000	350,000	350,000	1,725,000
Railway Crossings	25,000	25,000	25,000	25,000	25,000	125,000
Road Rehabilitation	3,013,750	2,395,000	3,170,000	3,034,000	3,535,000	15,147,750
Sidewalk Maintenance Program	50,000	-	50,000	-	50,000	150,000
Street Lights	494,000	50,000	50,000	50,000	50,000	694,000
Traffic Signals	-	50,000	-	500,000	-	550,000
Transit Amenities	75,000	-	-	-	-	75,000
Transportation Improvements	150,000	1,100,000	1,050,000	600,000	100,000	3,000,000
<b>Total</b>	<b>4,542,750</b>	<b>3,970,000</b>	<b>6,995,000</b>	<b>4,759,000</b>	<b>4,110,000</b>	<b>24,376,750</b>
<b>New/Upgrades:</b>						
Cycling Amenities	2,338,000	8,597,000	275,000	742,800	405,850	12,358,650
Misc Projects	50,000	100,000	100,000	100,000	100,000	450,000
Pedestrian Amenities	1,796,000	1,608,400	1,568,400	1,147,900	476,275	6,596,975
Pedestrian/Cycling Amenities	-	-	-	-	88,000	88,000
Street Lights	641,500	425,000	450,000	500,000	15,000	2,031,500
Transit Amenities	66,000	85,000	50,000	900,000	193,351	1,294,351
Transportation Improvements	850,000	3,600,000	6,935,000	7,100,000	75,000	18,560,000
<b>Total</b>	<b>5,741,500</b>	<b>14,415,400</b>	<b>9,378,400</b>	<b>10,490,700</b>	<b>1,353,476</b>	<b>41,379,476</b>
<b>Plans/Studies:</b>						
Master Plans	175,000	-	-	-	250,000	425,000
Planning	115,000	125,000	40,000	45,000	50,000	375,000
Studies	280,000	-	15,000	165,000	15,000	475,000
Surveys	125,000	35,000	35,000	35,000	35,000	265,000
<b>Total</b>	<b>695,000</b>	<b>160,000</b>	<b>90,000</b>	<b>245,000</b>	<b>350,000</b>	<b>1,540,000</b>
<b>Grand Total</b>	<b>10,979,250</b>	<b>18,545,400</b>	<b>16,463,400</b>	<b>15,494,700</b>	<b>5,813,476</b>	<b>67,296,226</b>

**2020 - 2024 Project Plan - Operating and Capital Funds**  
**Water Infrastructure Program**

	2020	2021	2022	2023	2024	Total
<b>Project Costs:</b>						
<b>Renewal Projects and Programs:</b>						
Condition Assessment Program	30,000	75,000	100,000	125,000	100,000	430,000
Distribution Mains	5,265,850	6,639,860	4,844,250	6,790,350	6,686,350	30,226,660
Misc Projects	30,000	30,000	30,000	30,000	30,000	150,000
Pump Station/PRV Program	315,000	1,060,000	391,000	470,000	20,000	2,256,000
Supply Mains	210,000	-	1,000,000	1,000,000	1,000,000	3,210,000
Water Meter Replacement	300,000	300,000	300,000	300,000	300,000	1,500,000
Water Supply Dams	117,200	117,600	118,000	5,070,000	18,800	5,441,600
<b>Total</b>	<b>6,268,050</b>	<b>8,222,460</b>	<b>6,783,250</b>	<b>13,785,350</b>	<b>8,155,150</b>	<b>43,214,260</b>
<b>New/Upgrades:</b>						
Distribution Mains	1,148,000	692,000	1,625,000	2,069,816	1,972,100	7,506,916
Reservoirs	3,258,000	-	-	-	-	3,258,000
Supply Mains	-	-	50,000	450,000	1,130,000	1,630,000
Water Supply Dams	-	-	3,000,000	-	-	3,000,000
<b>Total</b>	<b>4,406,000</b>	<b>692,000</b>	<b>4,675,000</b>	<b>2,519,816</b>	<b>3,102,100</b>	<b>15,394,916</b>
<b>Plans/Studies:</b>						
Master Plans	250,000	-	-	-	-	250,000
Misc Projects	-	-	20,000	-	-	20,000
Studies	320,000	120,000	120,000	120,000	125,000	805,000
<b>Total</b>	<b>570,000</b>	<b>120,000</b>	<b>140,000</b>	<b>120,000</b>	<b>125,000</b>	<b>1,075,000</b>
<b>Grand Total</b>	<b>11,244,050</b>	<b>9,034,460</b>	<b>11,598,250</b>	<b>16,425,166</b>	<b>11,382,250</b>	<b>59,684,176</b>

DATE OF MEETING    October 16, 2019

AUTHORED BY        RICHARD HARDING, GENERAL MANAGER, PARKS, RECREATION  
AND CULTURE

SUBJECT              LOUDON PARK BOATHOUSE PROJECT

## **OVERVIEW**

### **Purpose of Report**

To provide background information regarding a proposed boathouse facility for Loudon Park and obtain Council approval to proceed with the community-driven, collaborative project.

### **Recommendation**

That the Finance and Audit Committee recommend that Council:

1. consider funding of \$123,750 during the 2020 financial plan review for detailed design and costing of the Loudon Boathouse (with \$15,000 coming from private contributions);
2. direct Staff to return with, final costing and funding options for Council's review and consideration during the 2021 budget review if design phase is approved; and,
3. direct Staff to work with the Long Lake Flatwater Training Centre Society and Rotary Club of Nanaimo North on fundraising and other sources of revenue for the project.

## **BACKGROUND**

Loudon Park is a very popular and active lakefront area throughout the year, particularly during the summer months. It is home to both the Nanaimo Rowing Club and the Nanaimo Canoe and Kayak Club. Both organizations have been active at this location for over 20 years and provide a variety of youth and adult rowing and paddling services, lessons and programs. In addition to the club activities, Loudon Park is an active summer swimming area for the community.

In 2007, Council adopted an initial Loudon Park Improvement Plan, and an updated version of the plan was approved in 2010 (Attachment A). The plan identifies that the existing, 50-year old washroom/change room facility on site does not meet the needs of the paddling organizations or the community overall. The plan recommends that a new paddling facility be developed to provide an updated and accessible year-round public washroom and change room, as well as storage, dry floor and program space for two active providers of recreational opportunities in the community.

City staff and the Long Lake Flatwater Training Centre Society (which represents the two paddling organizations) have been working together to develop a replacement boathouse facility for several years. Previously, funding has been approved by Council and included in past years' capital plans; however, due to required private contribution goals and a final design not being achieved within timeframes, the budget allocations were never used.



Currently, City staff and the Society are working in partnership with the Rotary Club of Nanaimo North, which has chosen the Loudon Boathouse as its legacy project to commemorate 50 years of service in Nanaimo as of the year 2022. The additional fundraising support provided by the Rotary Club will help toward achieving private contribution goals. As well, a final design for the new facility has been provided and approved by the paddling organizations, fulfilling a requirement that was previously missing. |

## **DISCUSSION**

The proposed new facility located at Loudon Park will be a multi-use boathouse and community meeting space for the Nanaimo Canoe and Kayak Club, the Nanaimo Rowing Club and the City, consisting of the following:

- Approximately 5,500 square feet in area
- Two offices
- Women's and men's public washrooms including a universal toilet room
- Secure boat storage
- Multi-purpose space including small kitchen and folding partition
- Private washroom and double shower room
- Mechanical and electrical rooms

The proposal is in accordance with the Loudon Park Improvement Plan. A draft design of the facility is shown in Attachment B, and an approved layout plan is included as Attachment C.

The new facility would replace an aging City asset at the end of its life and provide numerous community benefits. Paddling organizations will gain a dry, heated, multi-use training facility with secure storage to enable operation year round. It will allow for expanded programming for community groups of all ages and abilities, reduced maintenance/replacement costs for equipment, increased safety, and high-level training and racing opportunities at Long Lake. The community will take pride in the revitalization of Loudon Park and enjoy modern, barrier-free washrooms/change rooms and increased water sport programs for the public.

The Loudon Boathouse project presents an opportunity for the City to partner with three well-established organizations in the community. Private and public funds would combine to achieve the new public facility, and a co-management agreement would be established for its shared operation.

Staff recommend proceeding with the Loudon Boathouse project in collaboration with the Long Lake Flatwater Training Centre Society and Rotary Club. The goal would be to begin the design phase in 2020 followed by construction throughout 2022 and completion by the spring of 2023. Design costs to be included in the 2020 capital plan are projected at \$123,750 with \$15,000 of this amount being funded by private contributions (see Attachments D and E for correspondence confirming funding commitments). Construction costs thereafter (including structure, site works, geotechnical, environmental and civil engineering) are estimated at \$1,226,250 to \$1,876,250. The total estimated cost of the project to completion is \$1.35 to \$2 million (with a portion of this amount to be funded from private contributions. |

## **OPTIONS**

That the Finance and Audit Committee recommend that Council:

1. consider funding of \$123,750 during the 2020 financial plan review for detailed design and costing of the Loudon Boathouse (with \$15,000 coming from private contributions);
  2. direct Staff to return with, final costing and funding options for Council's review and consideration during the 2021 budget review if design phase is approved; and,
  3. direct Staff to work with the Long Lake Flatwater Training Centre Society and Rotary Club of Nanaimo North on fundraising and other sources of revenue for the project.
- The advantages of this option: An aging City amenity will be replaced with a modern facility that meets a variety of community needs using a combination of public and private funds. The new boathouse will improve security, safety, accessibility and enable local paddling clubs to offer enhanced, year-round programming for all ages and abilities. The proposed facility meets the goals of the Loudon Park Improvement Plan.
  - The disadvantages of this option: The actual amount of fundraising contributions achieved may be less than estimated. Construction costs may increase over the 3-year project.
  - Financial Implication: \$123,750 would be required from the 2020 capital budget (with \$15,000 of this amount from private contributions). The cost estimate for the entire project over 3 years (2020-2023) is \$1.35 to \$2 million, with a portion of this amount being funded by private contributions.
2. That the Finance and Audit Committee recommend that Council construct a stand-alone storage facility only and keep the existing washroom/change room building at Loudon Park.
- The advantages of this option: Secure storage for boats and equipment would be provided at a lower cost than a full boathouse facility.
  - The disadvantages of this option: It is not in keeping with the Loudon Park Improvement Plan. The existing public washroom/change room building is at its end of life and would still require replacement in the future. A number of well-established trees would need to be removed to accommodate the additional space needed for a stand-alone storage facility.
  - Financial Implications: A 2016 preliminary estimate projects the cost at \$700,000 for the storage facility only (does not include renovation or repair of the existing facility).
3. That the Finance and Audit Committee recommend that Council keep the existing facilities at Loudon Park as is.
- The advantages of this option: Capital expenditure is delayed until a future date.
  - The disadvantages of this option: The existing public washing washroom/change room building is at its end of life and would still require replacement in the future. The paddling clubs will remain without secured, out-of-the-elements storage for boats and equipment and will not be able to expand or extend programming activities. An opportunity to collaborate with community groups to replace an

- outdated amenity with a modern facility that will provide better safety and public accessibility to a lakefront park will be lost.
- Financial Implications: Zero cost at this time.

### **SUMMARY POINTS**

- A new boathouse facility is being proposed for Loudon Park through a partnership between the City, Long Lake Flatwater Training Centre Society and Rotary Club of Nanaimo North.
- The modern facility would replace an existing building at the end of its life using a combination of public and private funds.
- The paddling organizations would gain needed storage and dry floor space to enable expanded, year-round programming for all ages and abilities, as well as allow for high level training and competitions.
- Public users of the Loudon Park lakefront would benefit from barrier-free, accessible washrooms, safety improvements and increased water sport activity options.
- The boathouse facility meets the goals of the Loudon Park Improvement Plan.

### **ATTACHMENTS:**

ATTACHMENT A: Loudon Park Improvement Plan  
ATTACHMENT B: Draft Conceptual Design of Boathouse Facility  
ATTACHMENT C: Approved Layout Plan  
ATTACHMENT D: Letter dated 2019-AUG-23 from Rotary Club of Nanaimo North  
ATTACHMENT E: Email dated 2019-AUG-19 from Long Lake Flatwater Training Center Society |

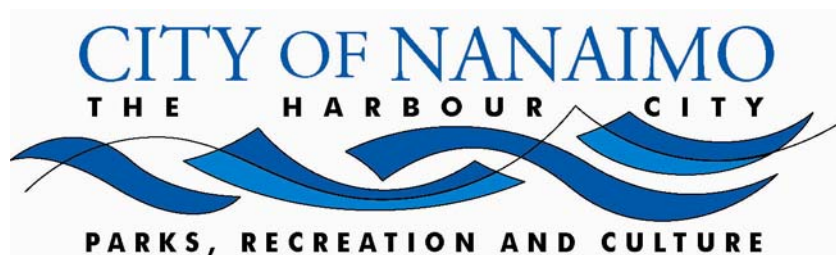
#### **Submitted by:**

Richard Harding  
General Manager,  
Parks, Recreation and Culture |

#### **Concurrence by:**

Laura Mercer  
Director, Finance |

# Loudon Park Improvement Plan





# Loudon Park Improvement Plan

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# 1. PARK IMPROVEMENT PLANNING PROCESS

## 1.1 Plan Purpose

Loudon Park and the Loudon Trail are popular recreational sites. The beach, swimming area and lake activities draw thousands of residents every year. Concerns about the increasing park use, conflicts of use, bylaw infractions, park accessibility and maintenance standards were expressed to the Nanaimo Parks, Recreation and Culture Department. The City of Nanaimo's Parks, Recreation and Culture Commission initiated a park improvement process to create and review interim and long-term park improvement options.

The purposes of the park improvement plan were to:

- Work with park user groups and residents to determine necessary and desired facility upgrades.
- Improve Loudon Park and the Loudon Trail system to meet the changing community needs by updating facilities for safety, accessibility and general appearance.
- Increase maintenance and design standards to create a friendlier park and trail environment for all.
- Work with the RCMP, Animal Control and Bylaw Enforcement to enforce park, trail and lake regulations.
- Include the implementation of a wheelchair accessible fishing float in the improvement process and public review.



Long Lake is a popular swimming destination in summer months.

## 2. Plan Development Process

The City of Nanaimo led the planning process for this park with input from park stakeholders (including neighbourhood residents, Rowing Club, Kayak and Canoe Club, model boaters and park users) and assistance from Archadia Landscape Architecture Ltd.



Paddling and rowing programs are popular and keep kids and families active.

The following section outlines the activities associated with the plan development process. All open houses were well advertised in the newspaper, in Loudon Park, on local radio and social media, as well as mail outs to residents of the Wellington/Loudon Park neighbourhood and throughout the rowing and paddling communities.

October 2005	Parks, Recreation and Culture Commission approved the concept of an accessible fishing float at Loudon Park but neighbourhood input was sought.
February 2006	Fishing float is put on hold due to neighbourhood concerns.
April 2006	Parks Committee reviews site issues and approves the park and trail improvement process and timeline.
May 2006	Parks Committee and staff meet with stakeholder groups (residents, Canoe & Kayak Club, Rowing Club, accessibility group, Mid-Island Marine Modelers) to discuss issues and ideas about park improvements and receive input on the draft improvement plan. Parks Committee and staff begin to create a draft improvement plan based on

## Loudon Park Improvement Plan

	stakeholder input.
May to June 2006	<p>Interim improvements to the park are explored by the Parks Department including:</p> <ul style="list-style-type: none"> <li>• Exploring the implementation of park gating (proposed hours 6 am to 9 pm April 1 to September 30 and 6 am to 8 pm October 1 to March 31).</li> <li>• Reviewing traffic flows and drop-off areas at the entrance to the park.</li> <li>• Meeting with the Canoe and Kayak Club and Rowing Club to review guidelines for noise levels and hours of use.</li> <li>• Reviewing options for dealing with drainage to improve soil conditions and aesthetics.</li> <li>• Meeting with RCMP and Bylaw Services to review patrols and enforcement issues.</li> </ul> <p>Brenda Grice of Archadia Landscape Architecture Ltd. was hired to develop site planning options.</p>
July 2006	A public open house was held on 2006-JUL-06 from 2 pm to 7 pm in the park's multi-purpose court. Three draft concepts were presented (A-C). Public input into the draft improvement plan was gathered through both a written survey and verbal comments.
September 2006	<p>The draft park plan was refined based on public input and a revised plan was presented to stakeholder groups again.</p> <p>The draft park plan was presented to the Parks Committee for consideration (2006-SEP-19 &amp; 27).</p>
October 2006	<p>Second open house was held to present the draft park improvement plan to the public (2006-OCT-19). Three draft concepts were presented (A-C). Public comments were received and summarized.</p> <p>The Parks Committee reviewed the Improvement Plan on 2006-NOV-09 and determined that Concept C was most suitable for implementation. They recommended that the plan be received by the Parks, Recreation and Culture Commission. The draft plan was refined into a final improvement plan.</p>
November 2006	The Parks, Recreation and Culture Commission approved the improvement plan with Concept C as the preferred boathouse location on 2006-NOV-22.
Spring 2007 Plan Adopted	Several interim improvements identified in Section 4.0 were implemented including soft surface and hard surface trail improvements, tree removal and vegetation pruning, signage, circulation and parking controls, a new accessible fishing float, dock relocation and gate, and creation of a new temporary boat storage structure. In addition, a new parking lot as identified in Section 4.0 as a permanent improvement was also implemented.
October 2009 Review of Concept Plan Started	Initiated by the rowing and paddling clubs, a third open house was held in the new parking lot to present a fourth Concept, "D" (same location as existing washroom building as a location for the new boathouse). Public comments on the new location as well as Phase 1 improvements were welcomed as input.
January 2010	The Parks, Recreation and Culture Commission approved Concept D as the preferred location for the boathouse and new washroom building.
December 2011	Discussions begin again to find practical and affordable solutions to the design and construction of a multi-purpose boathouse facility and to address safety on the lake.

### 1.3 Parks, Recreation and Culture Master Plan

The City of Nanaimo's Parks, Recreation and Culture Master Plan was updated in 2004. This process surveyed residents about their park satisfaction and desires. According to the plan's survey results, the citizens of Nanaimo were more satisfied with the number of trails in the City than any other park space. (See Table 1 and Table 2 below) Waterfront parks ranked second.

Despite the high level of satisfaction with the City of Nanaimo's trail system, the 2004 Parks, Recreation and Culture Master Plan also notes that waterfront parks and trails rank first and second on the list for additional facilities. Clearly, residents appreciate access to our waterfront and Nanaimo's trail system and want to see it expanded further. Improving Loudon Park and the Loudon Trail is consistent with these findings.

**TABLE 1 - Park Satisfaction**

*Public survey results from the Parks, Recreation and Culture Master Plan completed in 2004*

Facility/Service	Rank	Satisfied	Neutral	Dissatisfied
Trails	1	70%	21%	9%
Waterfront	2	67%	21%	12%
Natural/Passive	3	60%	30%	10%
Sports Fields	3	60%	30%	10%
Neighbourhood Parks	4	54%	27%	20%
Sport Courts	5	48%	36%	16%
ESAs	5	48%	34%	18%
Playgrounds/Water Parks	5	48%	39%	13%
Off-Leash Areas for Dogs	6	40%	33%	27%
Art in Public Places	7	35%	42%	23%

**TABLE 2 - Need for Additional Facilities**

*Public survey results from the Parks, Recreation and Culture Master Plan completed in 2004*

Facility/Service	Percent
Waterfront Parks	43%
Trails/Pathways	39%
Arenas	33%
ESA protection	33%
Natural/passive	29%
Off-Leash Dog Areas	26%
Neighbourhood Parks	23%
Playgrounds/Water	16%
Sport Courts	16%
Swimming Pools	16%
Art in Public Places	16%
Community Centres	16%
Museums	14%

### 1.4 Public Input

The Loudon Park Improvement Plan was prepared with public involvement to obtain insight into the needs, desires, preferences and values of the general public and identified stakeholders.

#### **Stakeholder Meetings**

Community stakeholder groups had the opportunity to provide input through interviews and questionnaires prior to the preparation of this plan. The following summarizes the main issues and concerns expressed by each stakeholder group:

Stakeholder Group	Comments
Residents	<ul style="list-style-type: none"> <li>-Concerns over fishing float implementation</li> <li>-Concerns over multiple park uses</li> <li>-Concerns of safe traffic flow and pedestrian access to park</li> <li>-Concerns of park control</li> <li>-Concerns about youth behaviour in park and along trail</li> <li>-Concerns about park impact on neighbourhood</li> </ul>
Kayak and Canoe	-Concerns over multiple lake uses and safety on the lake

## Loudon Park Improvement Plan

Club	<ul style="list-style-type: none"> <li>-Concerns over current dock facility</li> <li>-Concerns over security of boats and facilities</li> <li>-Consideration of long-term facilities and needs</li> <li>-Long-term intentions to be on Long Lake</li> <li>-Interest in concession at the park</li> </ul>
Rowing Club	<ul style="list-style-type: none"> <li>-Concerns over multiple lake uses</li> <li>-Concerns over current dock facility</li> <li>-Concerns over security of boats and facilities</li> <li>-Consideration of long-term facilities and needs</li> <li>-Long-term intentions to be on Long Lake</li> </ul>
Accessibility Groups	<ul style="list-style-type: none"> <li>-Concern over lack of park accessibility and universally accessible facilities</li> <li>-Desire to develop fishing float on Long Lake to be used by physically challenged individuals and the general public</li> </ul>
Mid-Island Marine Modelers	<ul style="list-style-type: none"> <li>-Have moved to the hotel site due to amenities</li> <li>-Their site is not permanent and they are interested in utilizing Loudon Park again</li> <li>-Motorized and non-motorized boats have different facility needs</li> </ul>

### ***First Public Open House***

An open house was held on the evening of 2006-JUL-06 at the park's multi-purpose court. Background information, four park improvement concepts and a park visioning survey were provided to disseminate information and to obtain feedback from interested citizens.

Of the two hundred or so attendees, 61 people completed a survey in part or full. Survey highlights are summarized on the following page.

## Loudon Park Improvement Plan

1. What activities and how frequently do you currently use Loudon Park for (check all that apply)?

Activity	Daily	Weekly	Monthly	Yearly	Never
Swimming	13	13	4	11	2
Trail Walking	13	22	6	2	5
Dog Walking	6	10	0	1	25
Swimming	0	1	0	2	1
Hanging Out With Friends	13	8	7	0	6
Paddling or Rowing	15	15	3	4	7
Nature Appreciation	19	22	2	2	5
Fishing	0	1	8	10	21
Picnic	2	4	17	8	10
Playground	3	8	14	6	21
Multi-purpose Courts	3	7	4	1	15
Other (please specify)			1		1
Sailing					
Model Boats		2			
Sit on Beach		2			
Pick up glass & dog feces		1			
	1				

2. On a scale of 1-5, how would you prioritize the following? Please put a check mark in your chosen priority.

	Very High Priority 5	High Priority 4	Medium Priority 3	Low Priority 2	Very Low Priority 1
<b>Grass &amp; Wooded Area</b>					
Increasing horticultural levels within the park	13	17	17	8	8
Irrigating the grass area	13	10	19	10	8
Installing a park entrance map	8	5	18	11	13
<b>Beach Area</b>					
Upgrading the beach with sand	14	13	17	8	6
Increasing universal access to the beach	3	15	19	3	6
<b>Park Access</b>					
Gating the parking lot at night	24	10	6	6	7
Formalizing connections to adjacent public spaces with parking (Apsley Road & Highways rest-stop)	7	14	15	6	10
Re-configuring the parking lot to facilitate access and minimize drive-through traffic	20	14	12	4	2
Minimizing overflow parking in adjacent neighbourhoods	28	9	19	4	2
<b>Loudon Trail</b>					
Upgrading trails with a natural mulch/gravel mix (similar to Westwood Lake surfacing)	20	12	12	5	8
Increasing vegetation brushing along trails to facilitate pedestrian access	16	10	13	7	10
Paving the Loudon Trail	3	2	4	10	30
Trails don't need to be paved, but accessibility should be considered and improved	2	15	7	5	10
<b>Park Amenities</b>					
Painting a mural on the washroom facilities to soften the building and improve park aesthetics	7	8	18	15	6
Upgrading the washroom with facilities for universal accessibility	14	11	25	2	4
Providing nature interpretation signage throughout the park and along the trail	12	9	15	16	10
Continuing to provide the multi-purpose court	17	7	16	8	9
Continuing to allow a temporary concession area	12	10	19	7	2
Upgrading the playground area with more equipment	8	8	13	18	1
Working with the community to construct a public universally accessible fishing float	11	11	10	10	13
<b>Park Use and Surveillance</b>					
Increasing night-time patrol and enforcement by RCMP and Bylaws	34	9	7	2	0
Monitoring hours of operation and noise considerations of the kayak, canoe and rowing clubs	20	7	6	12	14

3. How close to Loudon Park do you live? Gender? Age?

1-2 km	32
3-10 km	14
Over 10 km	2
Male	20
Female	23
Under 20 years	9
20-29 years	1
30-39 years	4
40-49 years	18
50-59 years	6
60+	10

### ***Second Public Open House***

A second public open house was held 2006-OCT-19 for further plan input. Three draft concepts were presented (A-C). Public comments were received and summarized with overwhelming people appreciating all concepts but with the majority of support for Concept C.

Following the open house, the Parks Committee also reviewed the concepts and agreed that Concept C was most suitable for implementation. They recommended that the plan as presented in Concept C be received by the Parks, Recreation and Culture Commission. The draft plan was refined into a final improvement plan.

### ***Third Public Open House***

In 2008 and 2009, the Nanaimo Canoe and Kayak Club and Rowing Club had engaged an architect to look at possible building concepts. Through that process they identified an alternate site (Concept D) for the building from the original Improvement Plan which proposes the boathouse being built in the same location as the existing washroom building.

As a continuation of the Loudon Park Improvement Plan at Long Lake, a third public open house was held on 2009-OCT-06 in the new parking lot. Neighbouring residents as well as the general public were invited to attend. The purpose was to update the public on park improvements to date (interim improvements and the new parking lot) as well as showcase future plans for Loudon Park. At this open house a Concept D to erect the boathouse on the current Centennial washroom building site was presented. This proposal was very favourably received, and as a result the Improvement Plan has been amended to reflect this change. The feedback from the open house was supportive of the proposed concept and site for the building.

Therefore, the Nanaimo Canoe and Kayak Club and Rowing Club asked Commission to amend the Loudon Park Plan and accept Concept D instead of Concept C as the future boathouse location. This amendment was made in early 2010.



Public examining open house boards at Open House #3.



## 2 PARK ISSUES

A number of park issues were identified through the process. Issue summaries are presented below.

### 2.1 Access and Parking

#### *Background:*

- Existing public parking in Loudon Park is inadequate during peak times. Traffic sometimes spills out into the neighbourhood and is a safety and nuisance concern.

#### *Assessment:*

- Public parking at the parkland near Norwell & Apsley is under-utilized.
- Public parking at the Ministry of Highways rest stop (near the carved bear statue) is under-utilized.
- Current road and parking lot configurations facilitate cruise-through traffic (night and day).
- Concerns over pedestrian traffic safety with 2-way traffic flow.
- Speed bumps, no post barricades and unclear circulation routes limit universal accessibility.
- Drop-off areas and parking stalls are poorly defined.

### 2.2 Maintenance and Site Design

#### *Background:*

- Park amenities and maintenance standards are outdated and have not kept up with park use levels.

#### *Assessment:*

- Site amenities and circulation routes are unstructured. Garbage cans, trails and regulation signs clutter the park.
- The washroom building is not universally



Parking is disorganised and through circulation routes are often abused by kids cruising and speeding.



The trailhead and park entrance is not very welcoming and not universally accessible.



Parking is disorganised and through circulation routes are often abused by kids cruising and speeding. Residents are not happy with traffic flow—especially in the summer.

accessible.

- Park gateway and overall park and trail maps are lacking.
- The site is unirrigated and grass is spotty.
- Drainage is poor in some locations of Loudon Park. Grass, soil and sand are washing away.
- Trail connections throughout the park are under-built and are not universally accessible.
- The water's edge is poorly defined. Beach upgrades could help to improve the swimming area.



Park grass, tree and picnic areas are in poor condition. Needles and thick canopies pose issues for sightlines and maintenance.

### **2.3 Multiple Park Uses**

#### *Background:*

- Loudon Park and Long Lake are in close proximity to residences and are used by many people with different and sometimes competing recreational interests. Residents have complained about noise, traffic and parking associated with the park and lake at peak times.

#### *Assessment:*

- Motor boats and jet skis on the lake have caused major public concern; however, lake regulations are not established by the Municipality and City Council can only recommend changes in policy to higher levels of government. The RCMP have improved their marine team and are cooperative at working with us to help curb this problem.
- The Rowing Club and/or Canoe and Kayak Club begin some practices early in the morning generating some drop-off traffic and noise.



Paddling and water recreation programs are popular. But boat storage and transport is difficult.



Boat storage is in tennis /multiuse courts for rowing and paddling clubs.



## Loudon Park Improvement Plan

- Swimmers, fishers, boaters, jet skiers, walkers, model-boats and paddlers all enjoy the lake and Loudon Park.
- Youth and young adults sometimes congregate at the park after-hours (with and without alcohol).

### **2.4 Loudon Trail**

#### *Background:*

- Over the years, maintenance of the Loudon Trail has not been consistent.

#### *Assessment:*

- The trail is overgrown and has a private rather than public feel.
- Viewpoints are obscured by vegetation and need thinning. Invasive vegetation is creeping in.
- Unauthorized private docks have been constructed on park property by neighbours.
- Some private residences are encroaching on park property.
- Stairs at the end of Apsley Road are unsafe and need to be removed and/or replaced. Stair connections E and W are in good shape.
- Universal access to the trail is limited. Access is primarily by stairs and at Loudon Park.
- Given the neighbourhood demographics, universal access should be considered.
- There are locations where trail surfacing and drainage needs to be addressed.

### **2.5 Park Control**

#### *Background:*

- Lack of bylaw, RCMP enforcement and animal control was evident in the park and on the lake.
- With a history of inadequate enforcement, youth have felt comfortable in the park and, at times, general park users have not.



Loudon Park has not been well maintained. Some vegetation is blurring sightlines and grassy is spotty.



Loudon Park has not been well maintained. Some vegetation is blurring sightlines.



Overgrown Loudon Walkway is not up to City trail standards. Illegal docks and encroachment are also issues along the trail.

*Assessment:*

- Patrols and West guard Security has been increased over the summer of 2006. While incident numbers may be down, the patrol increase may not be sustainable.
- RCMP will continue to work on lake patrols

## **2.6 Fishing Float**

*Background:*

- After seeing a man in a wheelchair casting over vegetation from the Loudon Trail, a Vancouver Island University Fisheries student was inspired to build a wheelchair accessible fishing float on Long Lake. As part of a community scholarship, he approached the Park, Recreation and Culture Commission for approval to construct a pier along the shore near 101 Street and Wellesley Avenue.
- The Parks, Recreation and Culture Commission approved this accessible fishing float concept in 2005-OCT-26 but put it on hold due to neighbourhood concerns on 2006-FEB-22.
- The project has the support of many community organizations and, to date, over \$9000 has been raised and an additional \$1600 has been committed to the project; however, neighbourhood concerns about the park have not diminished.



Initially proposed Accessible Fishing float location at 101<sup>st</sup> and Wellesley along the Loudon Walkway.

*Assessment:*

- On the pro side, the proposed site is appropriate for fishing with deep lake depths, fish habitat and fishing use is already accessible by trail. Funds are immediately available.
- On the con side, the proposed site is removed from the park amenities and surveillance, does not have defined parking and is a neighbourhood concern.

## **3. PARK IMPROVEMENT CONCEPT**

### **3.1 Background**

A range of interim and longer term concepts were developed for consideration (A-D). Each posed different solutions to the issues at Loudon Park. Concept C was the preferred option in 2006 and posed significant park improvements to be improvement over the short and long-term. In 2010, the Parks, Recreation and Culture Commission amended the Loudon Park Improvement Plan to focus on Concept D as a long-term vision for the park.

### **3.2 Access and Parking**

The parking lot is developed at the park entrance on the existing tennis/multi-use courts. It is a one-way in and a one-way out site. The number of parking stalls is higher than current stall numbers, and accessible stalls are provided at the lot entrance. A hardened pathway network

leads park users between amenities and down to the lake's edge. *(Both of the parking lots and trail improvements were completed in 2008)*

### **3.3 Site Uses and Facilities**

The existing Centennial washroom building is demolished with construction of a new building to include accessible washroom and concession facilities. It would also accommodate the paddling clubs.

A new building location helps to optimize lake shore access for waterfront park uses.

While Concept C concentrated the new boathouse and paddling facilities on the west side of the park to maximize swimming areas and make passive park uses and the beach the central focus of the park, Concept D locates the new washroom facility and boathouse facility on the site of the existing Centennial building. *(End of Victoria Ave)*

Concept C showed a gated paddling dock relocated to the west side of the park near the proposed boathouse. The dock was moved to this location in 2008 and is accessible from the temporary storage; however Concept D shows it being relocated again directly in front of the new building. Conflicts between fishers, swimmers and the boats will have to be overcome if this relocation occurs.

The playground remains unchanged in its current location. There is an opportunity to improve the playground in the future.

### **3.4 Loudon Trail**

The trail is enhanced with surfacing and drainage improvements to facilitate public access. *(Trail improvements were completed in 2008)*

### **3.5 Park Control**

This concept assumes that RCMP, bylaw and animal control levels will be maintained. Private security company services could be used for patrols and gate closing and opening. It is hoped that this new design will function in such a way that youth behaviors in the park will change and long-term control levels can decrease. *(Security and RCMP patrols increased in 2007; however, the work must be ongoing and more work needs to be done to control safety on the water)*

### **3.6 Fishing Float**

The accessible fishing float is developed along the east park shore. This location is in close proximity to park amenities and parking. This location also helps to enclose the swimming area and buffer and define the park's lake shore edge from boats and other lake activities. The float can be designed to facilitate access to the deeper waters just off the shore. *(The accessible fishing float was installed in 2008)*

### **3.7 Park Vegetation**

The park's significant fir trees are maintained and enhanced as much as possible to enhance. However, construction and safety may require pruning and select removals.

The park atmosphere will be enhanced with new plantings as a buffer between the parking lot and residences on Victoria Avenue and Corunna Avenue. New plantings are intended as buffers but will not compromise site surveillance and sightlines. (*Plantings were completed in 2008*)



### 3.8 LOUDON PARK IMPROVEMENT PLAN

Concept D approved in Jan 2010



## 4. PLAN IMPLEMENTATION

This section outlines plan recommendations in order of priority for implementation. Implementation is dependent on Commission direction and available resources.

### Interim Improvements

- Increase in the presence of park control, including bylaw services, animal control, RCMP and private security companies (began 2007)
- Drainage and facility maintenance upgrades. (completed 2008)
- Potential relocation (if feasible) of access door for Rowing Club in their existing building (completed 2008)
- Loudon Trail vegetation removal and upgrading of trail to park standards (completed 2007)
- Installation of directional signage between the highway rest-stop and Loudon Park with an overall Loudon Park and Trail system map (completed 2007)
- Hardening of main trail to beach to facilitate access for general park users, paddlers and physically challenged individuals. (completed 2008)
- Development of a fishing float in Loudon Park. Timing and location will depend on relocation of the existing paddling dock (completed 2008)
- In conjunction with the fishing float development, universal accessibility upgrades to park and float will be implemented. Some of these may be temporary until the parking lot is relocated and circulation is formalized. (completed 2008)
- Potential gate installation to limit vehicular park access after hours. Gate can be relocated to the new parking area when needed (completed 2008)
- Enhancement of park signage including a park entrance kiosk, information about Bill Loudon, and organization of signage throughout the park. New signs will clarify currently confusing park regulation signage. Signs can be relocated as park plan implementation moves ahead
- No parking (resident exempt areas) on adjacent streets. (completed 2008)
- Temporary boat storage in a fenced compound (completed 2008)



Dock in new location for rowers and paddlers.



New temporary boat storage adjacent to playground and beach. Tree canopies have been limbed up for increased sightlines.



New gate to control access outside of park hours.



New accessible trails leading to beach, docks, picnic facilities and the Loudon walkway.



Accessible parking in new parking lot with temporary boat storage and buffer plantings visible.



Accessible fishing float installed in deeper waters.

**Long-Term Improvements**

- Parking lot relocation and enhancement to improve parking, traffic flow, drop-off areas and pedestrian circulation routes (completed 2008)
- Development of new paddling facilities with new accessible washrooms and concession built-in
- Swimming beach improvements and expansion
- Development of new pathways to facilitate circulation and provide park structure
- Increased vegetative buffer between residents and park to screen some park facilities but not compromise sightlines and surveillance
- Re-organization of site furnishings and picnic facilities
- Development of encroachment agreements with all property owners with structures located on park property
- Consideration of recommending to higher levels of government that motor boats be prohibited on the lake
- If desired by the neighbourhood, local improvement to improve pedestrian safety and provide traffic calming to residential areas
- If desired by the local neighbourhood, playground improvements may be explored
- Work with RCMP and other bodies of government to ensure lake is safe for water sports and recreation



New parking lot and circulation routes to organise traffic flow.

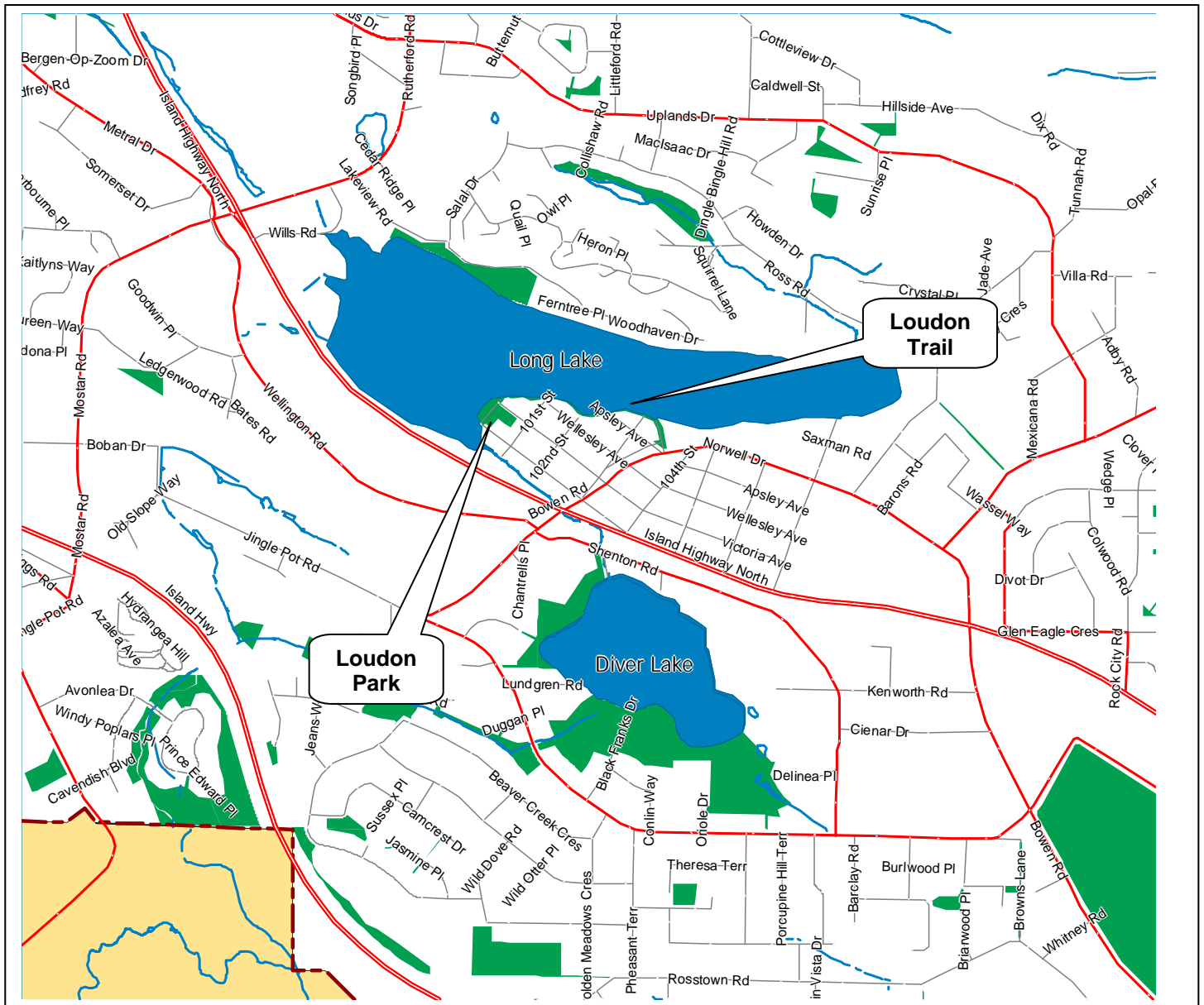


Existing washroom building and park entrance improved with mural.



# Loudon Park Improvement Plan

## MAP 1



# Loudon Park Improvement Plan

## CONCEPT A



## CONCEPT B





## CONCEPT C





**Appendix 1: Public Open House Survey Comments (2006-JUL-07)**

**Attendees**

- About 150, primarily residents with some rowers, kayak and canoe club members, and other park users
- 50 surveys have been returned to date

**Open Ended Question Comments**

- The number one expressed concern was power boat activity on the lake (was a major concern for about a quarter of attendees). Boaters, rowers, residents, swimmers and fisherman all agreed that the current situation is dangerous. Power boaters do not all adhere to speed, sobriety, and spotter rules. Flow directions, timed use and enforcement were all possible solutions raised by attendees
- Second was increasing bylaw and RCMP enforcement especially at night in the park and on the lake. Dog rule enforcement was also a major issue
- The third most expressed concern was creating and maintain a family oriented park where teenagers do not drink, swear, etc. where the children and families go to play

**Other points expressed**

**Park:**

- Maintain safe swimming
- Fix the courts so we can use them
- Improving pedestrian and stroller access
- Re-establish lifeguards
- Lighting the parking lot
- Keeping the speed bumps to reduce speeds
- Inappropriate use of the existing dock by teenagers
- Buyer beware when you decide to buy beside a public park
- New washrooms
- Cleaner, more beautiful landscaping
- Interpretive signs that designate the inflow/outflow of lake and the importance of maintaining good water quality for the birds and the bees and recreational values
- Universal access at swimming beach
- Wintertime access playground
- No concession nor washrooms near my front door
- A concession stand would increase garbage
- Provide a clearer boundary between the playground and parking area as it's hard for parents to supervise with vehicles
- Children were crushed when the climbing toys were removed. Younger children cannot use the remaining monkey bars and units
- Please do not create one-way street or gate the park off
- No opposition to wheelchair dock
- An additional fishing pier will only attract a free-for-all party public dock, would cause much noise which would travel across the lake to more residents
- Give Model boaters facilities (they attract people to the park just like the Rowing club)
- Larger beach area field space
- Cater to mature adults because of their high use
- Gating the parking lot at night to control drug trafficking
- Priority to keep it clean and natural, so everyone can get enjoyment out of it
- Model boat storage building to accommodate rescue dinghy, marker buoys. Radio frequency control board chairs/seats, lifejackets

## Loudon Park Improvement Plan

- Turned into a family oriented public park with a paved parking lot
- Increased pedestrian traffic increases thefts off our property
- More frequent patrols to pick up garbage
- Parking lot/access to Loudon Walkway at Norwell: walking across dangerous as no sidewalks/crosswalks adjacent on Norwell
- Signs identifying increases security may help inhibit party-makers and their need for privacy at Norwell steps, front of Lakeside Gardens and docks between ends of Wellesley/Loudon Park
- A quieter place for all to enjoy
- A safe, accessible park for those of all levels of mobility; including wheelchairs and walkers
- Most frequented areas night-time at steps at Norwell, at front of Lakeside Gardens, docks northeast park
- Concern over two-way signs in residential areas (Corunna 4000 block)
- Concern over creating one-way traffic through park as traffic volumes may increase on Corunna and cause turnarounds in driveways
- No concerns over people parking on street in surrounding areas and using the park
- Concern over park gating

### Lake and Aquatic Activities:

- Upgrading Rowing and Kayak and Canoe Club facilities
- I believe the rowing community help police what could otherwise be much worse
- Larger boat storage and club space (for Rowers and Model boaters)
- Create facilities for Model boaters
- Provincial Wakeboarding usage, used 3-4 days a week April to October
- The one thing that really bothers both me and my husband are those water ski-dos. They're extremely noisy and go way too fast. I feel sorry for the people who own homes down at the water's edge
- I am strongly in support of banning the ski-dos or whatever they're called on the lake. There's already enough noise and action/traffic with the motorboats and water skiers (which we don't mind so much)
- Rowing/Kayak Club is a positive and accessible option for many youth and adults in Nanaimo. They enhance the park, not detract
- Move Rowing Club to Westwood where there are no power boats
- Please, please introduce restrictions re max horsepower of motorized boats – limit times or entirely forbid use of jet skis. The noise level has increased dramatically over the last few years. Jet skis should not be on a lake of this size. Noisy and dangerous for paddlers, kayakers and swimmers. Not to mention homeowners. I can't even imagine what the tenants at the numerous retirement homes endure. The drone of jet skis and water ski boats on the weekends is unbearable. Help
- Facilities for operation of model boats – sail and power with secure storage for associated equipment.
- Model boat dock/float to be signed or marked as such and separate from fishing float. Minimum depth of water two (2) feet. Freeboard 6 in. maximum
- Page 61 Master Plan Parks & Rec advocates acquiring more land "Priority A" at Long Lake, Diver Lake, Brannen – consider fishing wharf at paved lake access at Berwick on the Lake (Ross Road) and purchase of adjoining property
- Consider denying access of non-resident power boats to Long Lake because of conflict safety of swimmers/canoe/kayakers/existing resident and aircraft cognizant and reactive to each other.
- Increased accessibility equals more motorized boats. Please do something about bylaws to restore some peace and quiet to Long Lake
- Cleaner, better maintenance, more landscaping i.e.; shrubs, bushes and flowers
- Jet skis and power boats should be limited in the hours of operation and numbers restricted
- To reduce the hours of operating jet skis and motor boats, the lake is too small for the amount of activities and the resulting noise
- Location of fishing dock (if at all) at park end; as otherwise becomes party spot after hours
- Consider cohesive effort from all regulatory bodies to limit access of high speed watercraft and enforce skiers without watchers – hazard to swimmers

## Loudon Park Improvement Plan

### Trail:

- Walkway all around the lake
- More lights at night for dog walkers
- Paving the Loudon Walkway Trail could allow the motorized use
- Add benches along the Loudon Walkway
- A pathway that goes from the Loudon side to the highway side
- Locating doggie-do bags and containers at Norwell access and park might encourage use. Note – one user of trail consistently picks up dog shit, places in plastic bag, and leaves bag on trail if person would simply kick stool off trail, at least it would compost
- Increase connectivity and signage from the park to Woodhaven Drive and E&N Trail

### Other:

- Highly opposed to Plan C and D
- Option C looks best
- Option B looks best
- Would like more public input on designing the park (Dan's drawing)
- Drop the plan
- Leave it alone
- It's about time something was done

**Appendix 2: Public Open House Survey Comments (2006-OCT-19)**

**Those explicitly in favour of Concept Plan A (1)**

I like Option A because:

- Parking stays mostly where it is instead of across the street in front of our homes
- The washroom building is not a main feature of the street
- The tennis courts stay
- Traffic is divided between Victoria Avenue and Corunna Avenue

**Those explicitly in favour of Concept Plan B (4)**

- This is the only constructive option
- Allowing the new building to be developed to include facilities to have social functions for clubs; including washrooms/showers would make the park more attractive to all users
- Modern washroom facilities could also be developed adjacent
- I would encourage either Option B or C to provide a proper facility for Rowing Club
- I see plans B or C for Loudon Park being the most effective and desirable use of the park

**Those explicitly in favour of Concept Plan C (24)**

- Accommodates everyone involved
- Provides access to parking, access for wheelchairs, a boat house for Rowers and Kayak Clubs and better storage
- Makes Loudon Park more of a family area
- Has the best parking arrangement
- Safer unloading of children from vehicles
- The dock is an excellent location for fishing
- Provides rowing/kayaking/paddling clubs with direct access to the water and puts space between the clubs and neighbours so noise and night lighting don't bother the residents
- The area designated for the rowers/paddlers is less favoured by swimmers and sun bathers
- Moving the location for the clubs would allow the existing areas to be rehabilitated
- Having the dock and boathouse on the opposite side of the park would make the Rowing Club's early morning practices a lot less disruptive
- It is nice to see that the drive through has been eliminated so that more parking can be added
- Really liked the idea of a contained parking lot and a one-way entrance/exit
- I would encourage either Option B or C to provide a proper facility for Rowing Club
- I see plans B or C for Loudon Park being the most effective and desirable use of the park
- I am in support of C as it allows for better use of parks spaces, better parking, and leaves room for future expansion

**Explicit Comments against an option**

- Options A and B are not good because they move activity into residential areas
- I don't like Plan C

## **Other comments**

### **Paddling facilities**

- The Kayak Club building currently in place should become public washrooms
- The single wide trailer that is the Rowing Club should eventually be removed
- The Rowing/Kayak buildings should be built on the one tennis court. The other tennis court should remain and tennis parking should be where it is now with a better arrangement
- I would like to see the Canoe/Kayak Clubs building move locations
- Concept Plan B doesn't allow much storage space for paddling clubs
- Would like to see more lighting in the park and around the boat house
- Would like hot water and soap in the bathrooms and private showers for the NRC & NCKC
- A new boat house would be absolutely wonderful and very much appreciated by everyone at NRC
- In the boathouse NRC would like a clubhouse which contains a simple kitchen and bar area and an open area with couches/fireplace (like the Maple Bay Rowing Club) so that we can rent out the area for meetings and events
- Would like a weight and rowing machine room
- Would like designated warm up area for athletes
- Would like a separate storage area for coach boats that is secure and safe from vandalism
- Would like an indoor area for boat storage (this extends the life of rowing shells)
- Would like a gate on the NRC, NCKC deck so it is for club use only
- Would like to see easy access to long canoes/kayaks to walk out onto the dock
- More kids would benefit from the sport of rowing if there were facilities to accommodate them
- The use of the shallow area for the Kayak Club is not feasible because of the soft mud in the shallows which is potentially dangerous. A study of the drainage to the lake which would measure silting should be undertaken
- Concern with Plan C about how the launching of the rowing skulls and canoe/kayaks will be impacted by traffic from the boat launch. Signage would need to be posted with warnings re: launching (possible speed limits in the area)
- Like the facility being at the west end of the park
- Potential for official's tower/bleachers for spectators at races (could even be removable?) Could place on east side by current paddling dock
- Moving the dock to the highway side of the lake will lower the "problem" use of the dock
- Long Lake stands up to most other Provincial venues (for rowing) if it had the property facilities to house paddling groups
- Relocate Rowing Club closer to Wellington High School and partnering with them. There is public access to waterfront at the end of the lake and property could be purchased. It would allow surveillance of the whole lake for rowing safety

### **Parking and Circulation**

- Look forward to the addition of parking spaces to eliminate some of the parking issues in the summer
- Would like to see additional parking along Corunna Avenue as well
- Would like access to still be available during special events/races for boat trailer parking
- I would like you to know that the new alternate therapy business beside the NRC has been using a lot of parking spaces which is something that might be an issue come summer time
- The problem with cars driving through the park would decrease with a drive-through area
- I believe one-way traffic will help with flows
- If people could walk to the park safely, less cars would drive. Currently, intersections near park are not safe

### **Fishing float**

- There seems to be a need to regulate use of the dock somehow so that it's not abused – a gate or ???
- Yes to the wheelchair ramp fishing dock – put it anywhere you like.

## Loudon Park Improvement Plan

- I am opposed to the addition of a wheelchair accessible fishing pier at the 101 Wellesley location. This is a very poor site for this feature. This location would place the dock directly adjacent to a densely populated area. The homes directly across from this location would be subjected to noise from “after hours” use as would adjacent properties. Parking at this location would likely preclude adjacent land owners access to their own driveways. There are much better locations available around the lake for this dock
- I do not agree with the proposed pier location at 101 Wellesley. I believe that keeping the existing pier and changing the use is the best option
- There is concern with the length of the dock interfering with other activities
- I like the idea of moving the fishing pier closer to the main part of the park on the condition that there are actually fish there
- The fishing float (universal access) should be in the main part of the park, not off the trail
- I would still encourage the City to use monies assembled for a fishing pier at Diver’s Lake

### **Concession**

- Concession is a good idea

### **Beach**

- Create a guard rail along the water front so the City can create a barrier built up from the beach. Then there can be a pathway and park benches

### **Trail and Connections to Rest-Stop**

- About the boardwalk – create an arch so the person beside the river off the lake can get their boat out
- The future walkway link to the parking on the highway side would be nice
- Boardwalk to boat ramp provides expansion of the park
- Please look at connections to E&N/Mount Benson too

### **Safety, Security and Amenities**

- Would like a payphone
- Lifeguards are a necessity
- Agree strongly about gaining support and enforcement from the RCMP
- I have appreciated the security guards patrolling the park this summer. It cut down on partying
- A park gate would be useful to keep out noise and garbage at night
- Need enforcement/control of motor boat traffic on the lake? The lake is too small for jet skis, large motor boats, etc.
- The more open area will be less appealing to those people wanting to drink and smoke pot in the park
- 50% of the trees need to be cut down so there is less drugs and alcohol use in the park
- The security this season has helped to reduce vandalism and could be expanded to include lifeguards to monitor safe usage of the lake. This would alleviate the need for a public phone for emergencies
- Gating of the park will provide better security during the hours that the park is closed

### **Tennis Court**

- The tennis courts may be missed by some people
- A shame that the existing buildings and multi-purpose space are to be possibly moved and eliminated. Waste of money and loss of off-street location for biking, roller blading etc.

### **Motor Boats**

- Would like to see storage on the water for motor boats
- You need to place a boat speed limit when taxiing out of the bay that is visible to the boaters

### **Playground**

- Any plans to improve this?
- New equipment would be nice—especially to appeal to both tots and older kids
- Good to separate kid’s playground from cars. A barrier of some sort is necessary



## Loudon Park Improvement Plan

### **Aesthetics**

- The park is currently an eyesore and no expense should be spared!

**Appendix 3: Public Open House Survey Comments (2009-OCT-06)**

Number of Respondents – 31

Number of Respondents that like Boathouse – 31

**Boathouse**

- New boathouse looks awesome
- Boathouse looks like a great improvement and should suit the needs of our club better
- Location looks good
- Prefer to locate boathouse to site of existing washrooms
- The boathouse looks great
- I like the plan to expand the size of the boathouse while expanding the size of the useable park Space.
- Very excited for the new boathouse.
- I like boathouse concept.
- We support the new construction and feel that Nanaimo truly needs better sport facilities for our focused youth
- I am excited to see this development proceed for the benefit of all Nanaimo residents
- The proposed improvements are excellent for the Kayak, Canoe and Rower. It seems that it will be a top facility and moving the boats inside will give more green space to play or lounge
- The improvements sound really nice – great for improving kayaking and rowing in Nanaimo as well as improving the park overall for all recreational use
- I support the newest proposal for the boathouse and park as submitted by the Canoe/Kayak and Rowing clubs
- This plan will leave the smallest footprint as it uses the space that has already been developed
- This building is most reasonable for the athletes as they will be situated right on the water, and it makes the most sense, for the safe and organized flow of the entire park and beach area
- The appearance of this boathouse is the most aesthetically pleasing and will emphasize a west coast atmosphere
- I agree with and support the new boathouse plans proposed by the Rowing and Kayak Clubs. I believe it leaves a smaller ecological footprint on the park as well as maintaining tree preservation
- The building could be a user friendly facility if it is in the more central location as newly proposed by the Rowing Club
- The design is sympathetic to the overall park layout and would present a pleasing view on approach to the park
- The boathouse development will ensure the continued and sustained use of a wonderful natural facility that exists here
- Covered boat areas protect gear; meeting rooms a good idea
- I love the idea of having a covered boat area to protect the club investments
- The new facility would improve optics and add value to existing property
- The potential design looks like it would provide a benefit to the sports facility and the community
- I fully support the new boathouse project not only will it enhance the beauty of Loudon Park; it will provide an excellent meeting point from which our rowers and paddlers can train
- I think the new plans are much better than the original
- I like the aesthetics of the building; it is in keeping with the environment
- Great spot for leisure activities
- Looks good!
- Great plan
- Very good plan
- As a member of the National Rowing Team, it would be nice to have such a facility here in Nanaimo where I train and live; and train for London in 2012
- The new boathouse is a good idea because the current boathouse has really bad bathrooms and not much room for doing stuff and for the boats
- I really like the plans for the boathouse, it's a lot better than the boathouse right now
- Love all the storage and the front of the boathouse
- Great looking design that will enhance the park

## Loudon Park Improvement Plan

- My concerns are that a large building structure on a park that was donated will ensure that members of the Wellington community have a voice and use of common space of any building that is in our neighbourhood

### **Washrooms/Change Rooms**

- To actually have hot water in washrooms would be great; hopefully no hobos will come in and steal toilet paper
- Washrooms and/or change rooms would be very convenient
- Hopefully there will be some advances in the bathrooms, heated water and changing rooms would be greatly appreciated
- The new proposed building is aesthetically pleasing while still providing washrooms, close to the beach, for all users
- I think that the new boathouse should have showers and change rooms
- Maybe put some change rooms in
- Can't wait to see the washrooms. It's going to look really fresh, more stall (to change) and heat (so we can train in winter)

### **Water Safety**

- The boat ramp access change will allow for less diversion around the swimming area, this can only be an excellent thing for adults and youth alike in Nanaimo
- I would like to see improvements to children and adult safety by having a lifeguard and security to protect the park users
- It will allow for safe access to the water by paddlers as they will have a water entry
- It will allow swimmer safety as boats do not have to cross in front of the swimming area to access training

### **Parking**

- The one area that we see as a problem is the parking. Since the park improvements the parking for residents in the area has at times become nonexistent. On a daily basis we have people parking in driveways, blocking driveways, parking in front of fire hydrants, parking with the front of the car touching stop signs, and parking so close to your fence that you are unable to get out your gate and we are unable to park in front of our own home, in particular this is a challenge for us as we have no off-road parking and no lane access to our property. In many instances if we ask them politely to move they become very abusive. We have many elderly persons living in our neighbourhood, who feel trapped by this situation; ambulances are unable to park in front of their homes in the event of an emergency. The residents have tried to have resident only parking implemented, but when we asked we were denied. We are hopeful that you be able to assist us with this
- More parking is required. The grass out front isn't used, convert to parking

### **Misconduct**

- As a neighbour I have seen an increase in under-age drinking and speeding through our streets
- I would like to have a conversation around how joint partner groups can help our community to be a safe place to live and play
- We have been very pleased over the last year to see the improvements and the security and RCMP keeping a vigil in the park and along the trail. We have noticed a great improvement with security in regards to partying kids and drug use

Appendix 4: Public Open House Presentation Materials (2009-OCT-06)



Appendix 4: Public Open House Presentation Materials (2009-OCT-06) Page 2





## Appendix 5: Urban Soft Surface Trail Standards

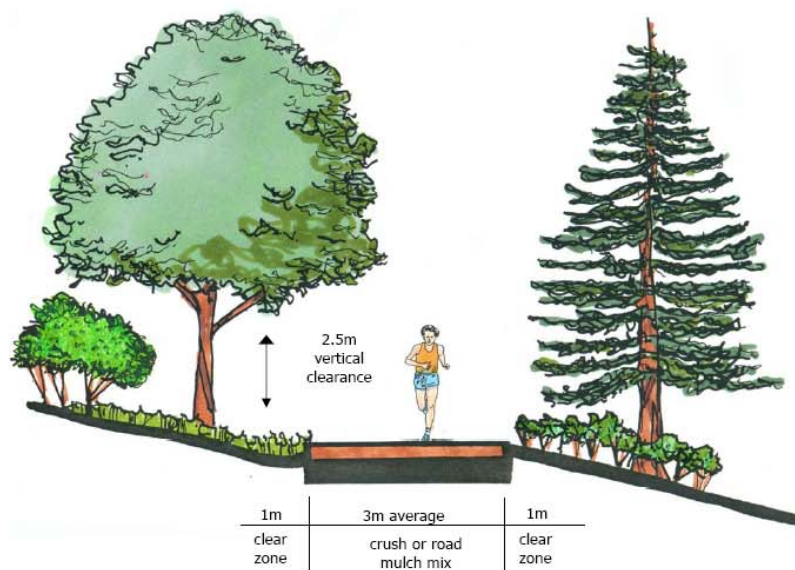
### Urban Soft Surface Trail:

Level of use	Type of use/ accessibility	Surface	Width	Vegetation Clearance	Slope	Horizontal curves	Barriers	Drainage	Residential Buffer	Level of Maintenance	Location	Comments/variations	Example
Moderate-high	<ul style="list-style-type: none"> <li>Walking</li> <li>Jogging</li> <li>Cycling</li> <li>Stroller</li> <li>Universally accessible where possible</li> <li>Wildlife viewing/ bird-watching</li> </ul>	Crush and/or 50/50 hog fuel/road mulch for jogging routes	3m (very low use areas or pedestrian only areas may be 2m and high use may be 4m)	<ul style="list-style-type: none"> <li>1m preferred horizontal clearance on either side of trail</li> <li>2.5 m minimum vertical clearance</li> </ul>	<ul style="list-style-type: none"> <li>Optimum maximum 5%</li> <li>Maximum 30%</li> <li>Cross slope 2%</li> <li>Some stairs</li> </ul>	ensure adequate sightlines on corners	post and sleeve, cattle gates, or baffles at vehicle access points	shallow swale on uphill side and culverts at low points	2-5 m	Moderate – high	city level parks (mostly natural parks)	<ul style="list-style-type: none"> <li>generally in a woodland or riparian setting</li> <li>amenities (doggy stations, signage, garbage, benches, washrooms, change-rooms, picnic facilities, etc)</li> <li>construction within ESA's must follow environmental standards</li> <li>in higher use areas, a general guideline of .5km between benches and rest areas</li> </ul>	Westwood Lake, Jack Point, Piper's Lagoon

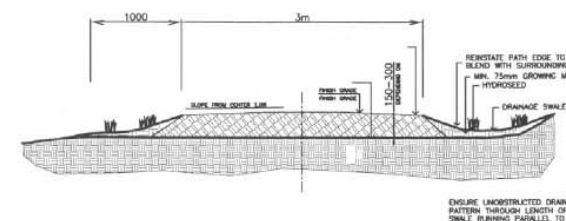


View along the Westwood Lake trail near the Resort on the Lake.

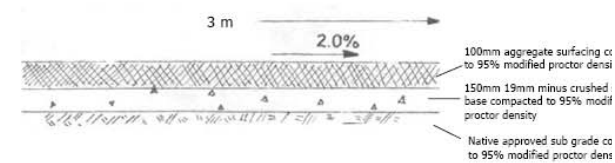
### Trail Concept:



### Construction Detail: Typical Trail



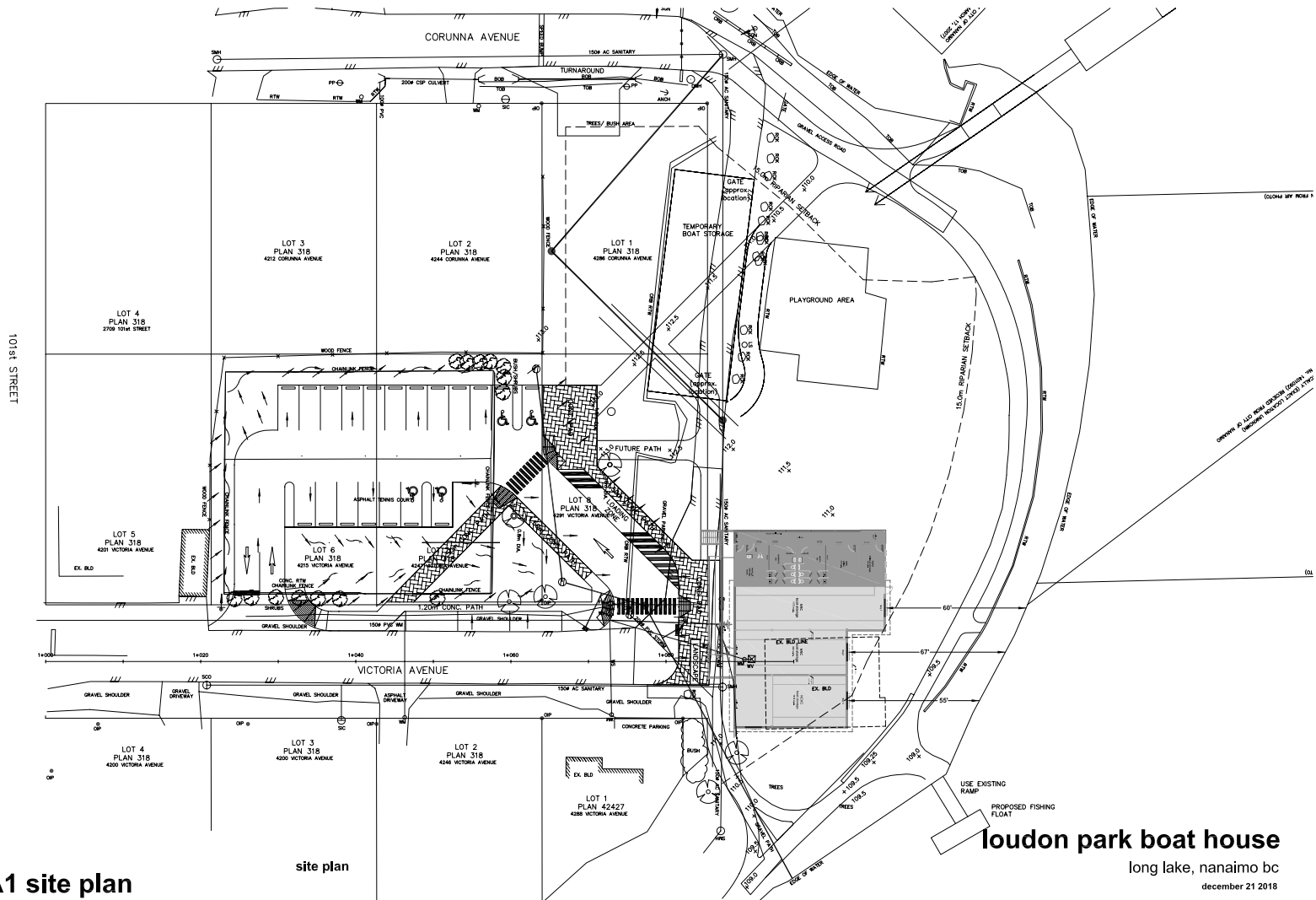
### Construction Detail: Materials





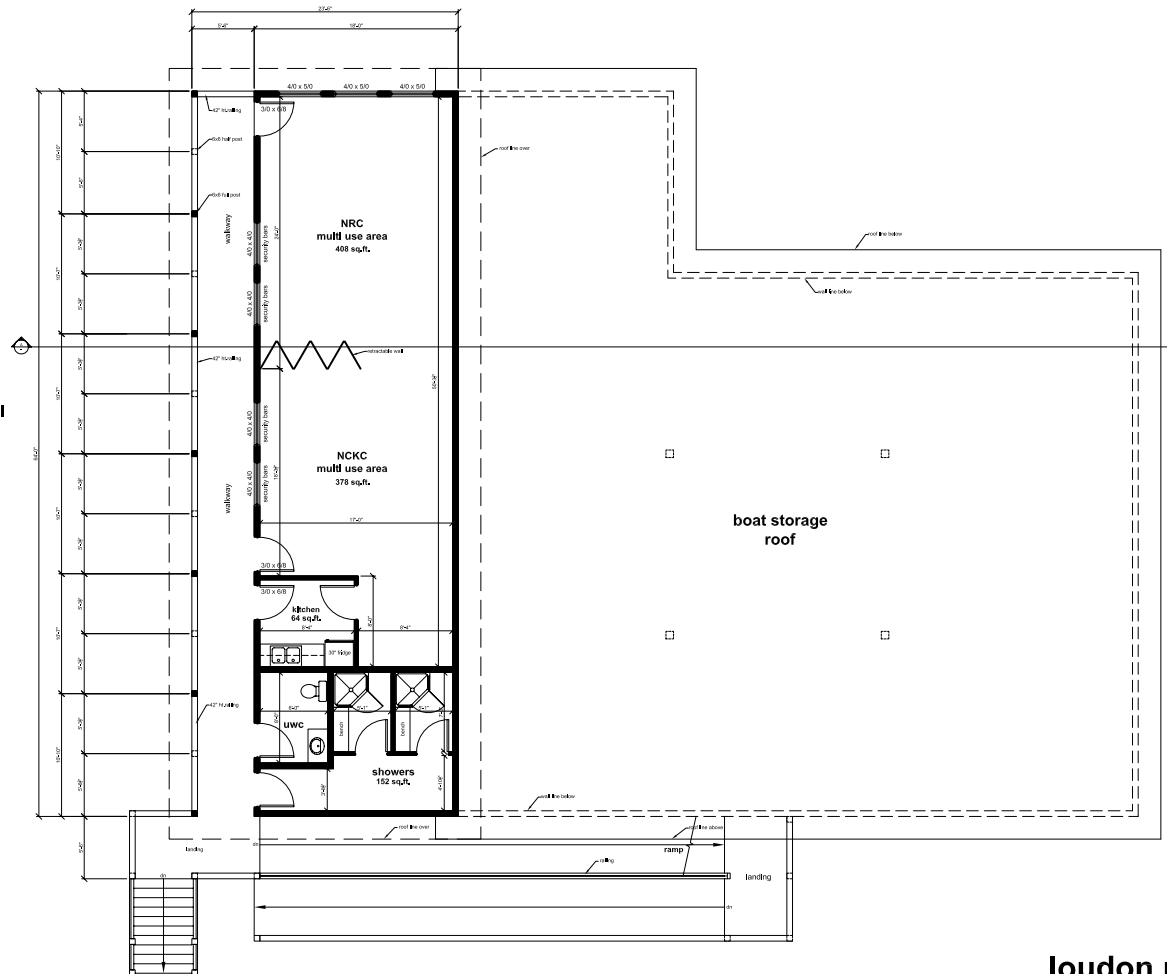
# ATTACHMENT B

## Draft Design of Boathouse Facility





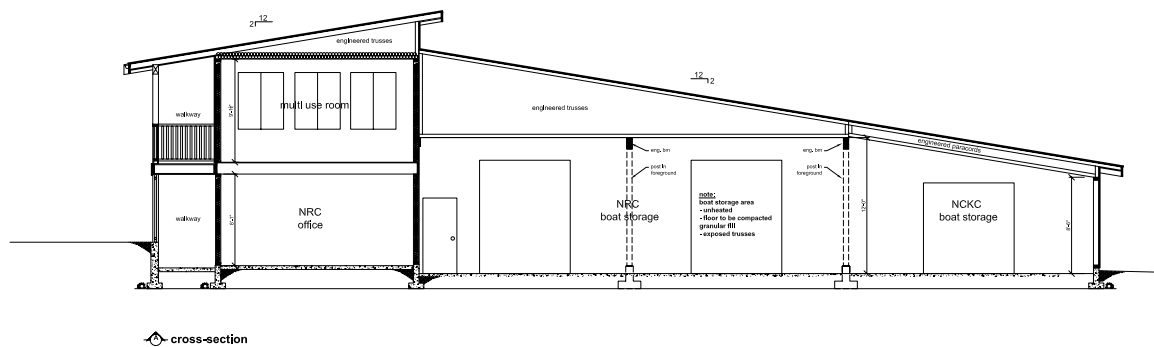
long lake, nanaimo bc  
december 21 2018



## loudon park boat house

long lake, nanaimo bc  
december 21 2018

A3 upper level plan



cross-section

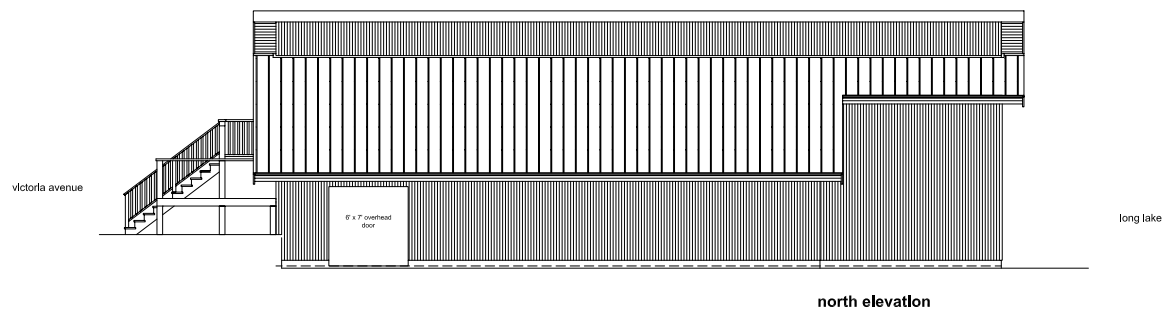
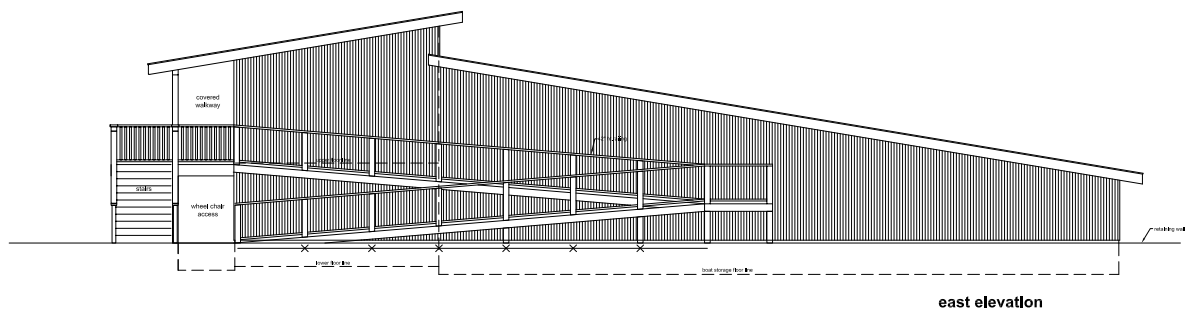
## loudon park boat house

long lake, nanaimo bc

december 21 2018

A4 section





## loudon park boat house

long lake, nanaimo bc  
december 21 2018

A6 elevations



# ATTACHMENT C

## Approved Layout Plan

### Loudon Park Improvement Plan



# ATTACHMENT D



## THE ROTARY CLUB OF NANAIMO NORTH

Box 223, Nanaimo BC V9R 5K9

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Richard Harding  
General Manager  
Parks, Recreation, and Culture  
City of Nanaimo, B.C.

August 23, 2019

Dear Richard

Further to our recent discussions I am writing to confirm that in the event that City Council approves the undertaking of design work for the Loudon Park Boathouse project, the Rotary Club of Nanaimo North will contribute \$10,000.00 to that work.

A handwritten signature in black ink, appearing to read "Ed Poli". The signature is stylized with a large, looping "E" and a cursive "Poli".

Ed Poli  
Treasurer  
Rotary Club of Nanaimo North  
[edpoli@direct.ca](mailto:edpoli@direct.ca)  
(250) 716-3579

# ATTACHMENT E

**Peggi Humphreys**

---

**From:** Kate & Dennis Rutherford <kdrutherford@telus.net>  
**Sent:** Monday, August 19, 2019 4:49 PM  
**To:** Richard Harding; Art Groot  
**Cc:** 'Craig Rutherford'; 'Nancy Ford'; 'Kate. Duff'; 'Letwin Kim'; 'Jan'  
**Subject:** Funds toward the Loudon Park boathouse planning

Hello Richard and Art, currently the Long Lake Flatwater Training Centre Society can commit \$5,000 towards initial plans.

Kate Rutherford, Treasurer



CITY OF NANAIMO  
THE HARBOUR CITY

## Loudon Park Improvement Plan



CITY OF NANAIMO  
THE HARBOUR CITY  
PARKS, RECREATION AND CULTURE

CITY OF NANAIMO  
THE HARBOUR CITY

## Plan Development Process

October 2005	Parks, Recreation and Culture Commission approved the concept of an accessible fishing float at Loudon Park but neighbourhood input was sought.
February 2006	Fishing float is put on hold due to neighbourhood concerns.
April 2006	Parks Committee reviews site issues and approves the park and trail improvement process and timeline.
May 2006	Parks Committee and staff meet with stakeholder groups (residents, Canoe & Kayak Club, Rowing Club, accessibility group, Mid-Island Marine Modelers) to discuss issues and ideas about park improvements and receive input on the draft improvement plan. Parks Committee and staff begin to create a draft improvement plan based on stakeholder input.
May to June 2006	Interim improvements to the park are explored by the Parks Department including: <ul style="list-style-type: none"> <li>Exploring the implementation of park gating (proposed hours 6 am to 9 pm April 1 to September 30 and 6 am to 8 pm October 1 to March 31).</li> <li>Reviewing traffic flows and drop-off areas at the entrance to the park.</li> <li>Meeting with the Canoe and Kayak Club and Rowing Club to review guidelines for noise levels and hours of use.</li> <li>Reviewing options for dealing with drainage to improve soil conditions and aesthetics.</li> <li>Meeting with RCMP and Bylaw Services to review patrols and enforcement issues.</li> </ul> Brenda Grice of Archadia Landscape Architecture Ltd. was hired to develop site planning options.
July 2006	A public open house was held on 2006-JUL-06 from 2 pm to 7 pm in the park's multi-purpose court. Three draft concepts were presented (A-C). Public input into the draft improvement plan was gathered through both a written survey and verbal comments.
September 2006	The draft park plan was refined based on public input and a revised plan was presented to stakeholder groups again. The draft park plan was presented to the Parks Committee for consideration (2006-SEP-19 & 27).

October 2006	Second open house was held to present the draft park improvement plan to the public (2006-OCT-19). Three draft concepts were presented (A-C). Public comments were received and summarized. The Parks Committee reviewed the Improvement Plan on 2006-NOV-09 and determined that Concept C was most suitable for implementation. They recommended that the plan be received by the Parks, Recreation and Culture Commission. The draft plan was refined into a final improvement plan.
November 2006	The Parks, Recreation and Culture Commission approved the improvement plan with Concept C as the preferred boathouse location on 2006-NOV-22.
Spring 2007 Plan Adopted	Several interim improvements identified in Section 4.0 were implemented including soft surface and hard surface trail improvements, tree removal and vegetation pruning, signage, circulation and parking controls, a new accessible fishing float, dock relocation and gate, and creation of a new temporary boat storage structure. In addition, a new parking lot as identified in Section 4.0 as a permanent improvement was also implemented.
October 2009 Review of Concept Plan Started	Initiated by the rowing and paddling clubs, a third open house was held in the new parking lot to present a fourth Concept, "D" (same location as existing washroom building as a location for the new boathouse). Public comments on the new location as well as Phase 1 improvements were welcomed as input.
January 2010	The Parks, Recreation and Culture Commission approved Concept D as the preferred location for the boathouse and new washroom building.
December 2011	Discussions begin again to find practical and affordable solutions to the design and construction of a multi-purpose boathouse facility and to address safety on the lake.



### 4. PLAN IMPLEMENTATION

This section outlines plan recommendations in order of priority for implementation. Implementation is dependent on Commission direction and available resources.

**Interim Improvements**

- Increase in the presence of park control, including bylaw services, animal control, RCMP and private security companies (began 2007)
- Drainage and facility maintenance upgrades. (completed 2008)
- Potential relocation (if feasible) of access door for Rowing Club in their existing building (completed 2008)
- Loudon Trail vegetation removal and upgrading of trail to park standards (completed 2007)
- Installation of directional signage between the highway rest-stop and Loudon Park with an overall Loudon Park and Trail system map (completed 2007)
- Hardening of main trail to beach to facilitate access for general park users, paddlers and physically challenged individuals. (completed 2008)
- Development of a fishing float in Loudon Park. Timing and location will depend on relocation of the existing paddling dock (completed 2008)
- In conjunction with the fishing float development, universal accessibility upgrades to park and float will be implemented. Some of these may be temporary until the parking lot is relocated and circulation is formalized. (completed 2008)
- Potential gate installation to limit vehicular park access after hours. Gate can be relocated to the new parking area when needed (completed 2008)
- Enhancement of park signage including a park entrance kiosk, information about Bill Loudon, and organization of signage throughout the park. New signs will clarify currently confusing park regulation signage. Signs can be relocated as park plan implementation moves ahead.
- No parking (resident exempt areas) on adjacent streets. (completed 2008)
- Temporary boat storage in a fenced compound (completed 2008)



Deck in new location for rowers and paddlers



New response boat storage adjacent to playground and beach. The design has been tested up for increased utilization.



New gate to control access outside of park hours.



New accessible trail leading to beach, dock, picnic facilities and the Loudon walkway.



Accessible parking in new parking lot with temporary boat storage and buffer planting visible.



Accessible fishing float installed in deeper waters.

**Long-Term Improvements**

- Parking lot relocation and enhancement to improve parking, traffic flow, drop-off areas and pedestrian circulation routes (completed 2008)
- Development of new paddling facilities with new accessible washrooms and concession built-in
- Swimming beach improvements and expansion
- Development of new pathways to facilitate circulation and provide park structure
- Increased vegetative buffer between residents and park to screen some park facilities but not compromise sightlines and surveillance
- Re-organization of site furnishings and picnic facilities
- Development of encroachment agreements with all property owners with structures located on park property
- Consideration of recommending to higher levels of government that motor boats be prohibited on the lake
- If desired by the neighbourhood, local improvement to improve pedestrian safety and provide traffic calming to residential areas
- If desired by the local neighbourhood, playground improvements may be explored
- Work with RCMP and other bodies of government to ensure lake is safe for water sports and recreation



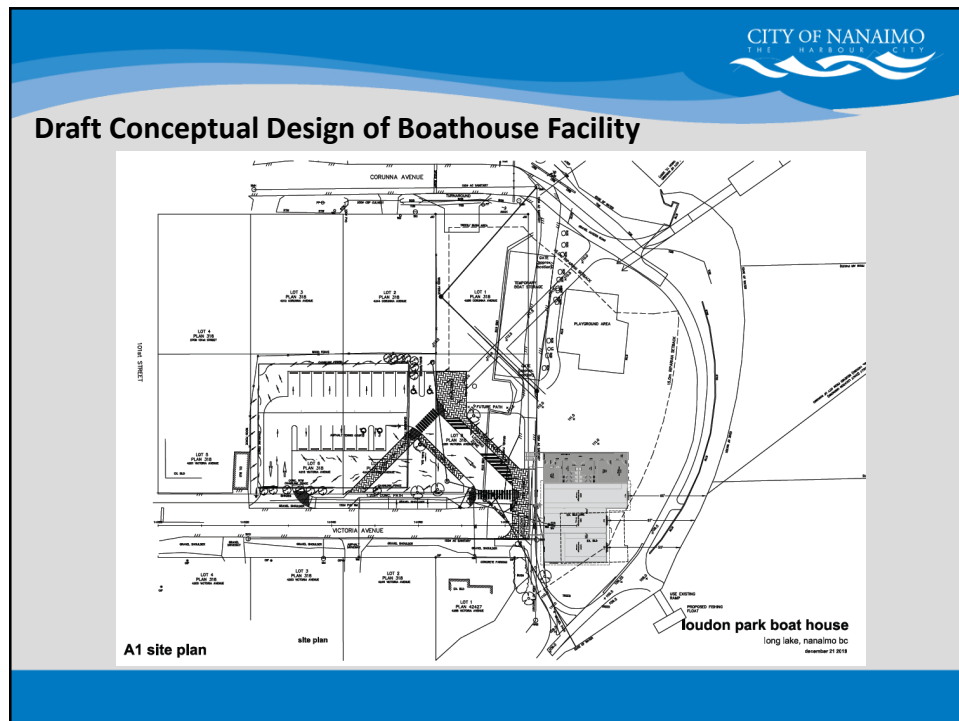
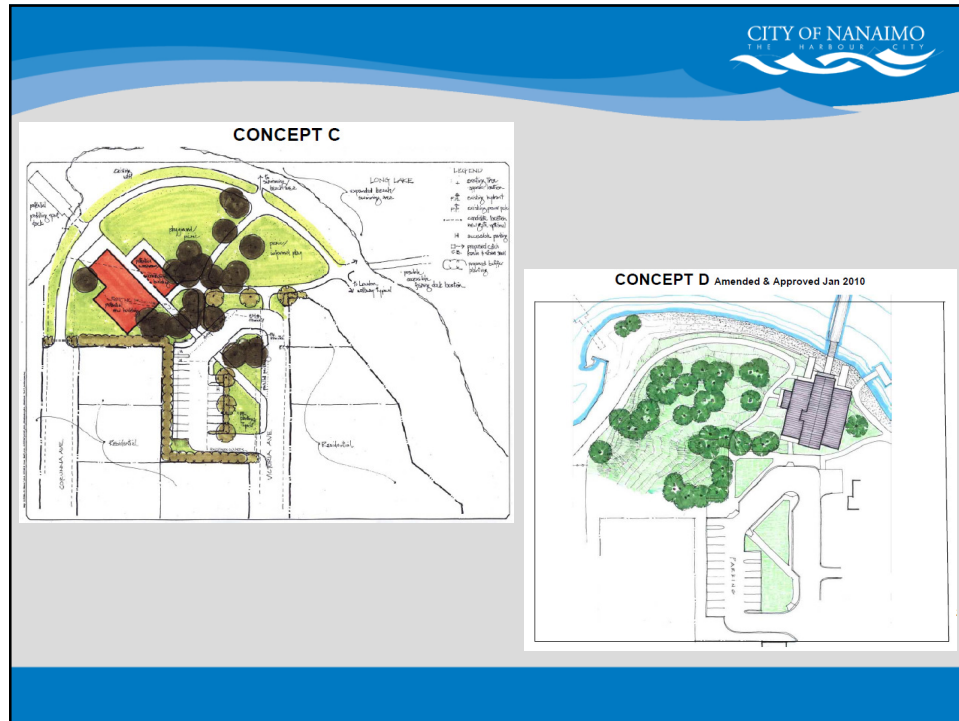
New parking lot and circulation routes to organise traffic flow.

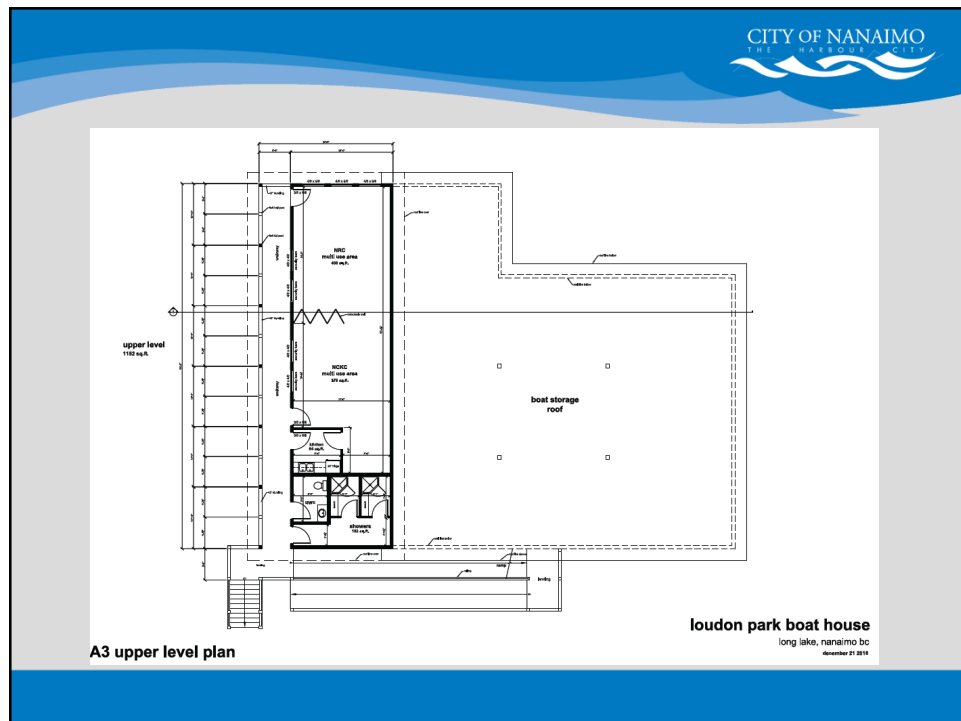
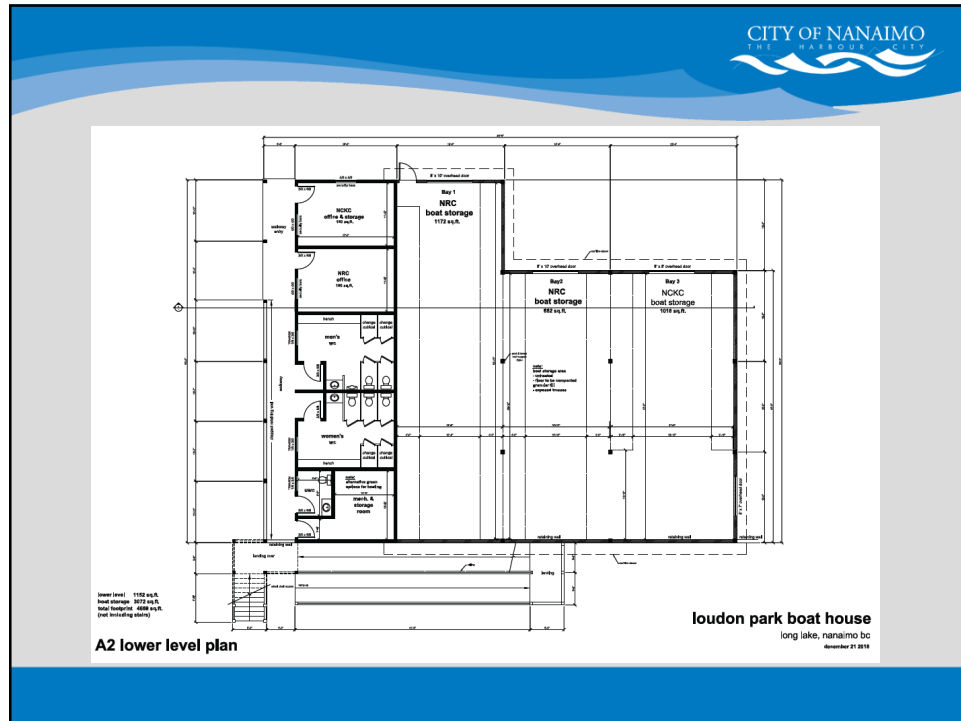


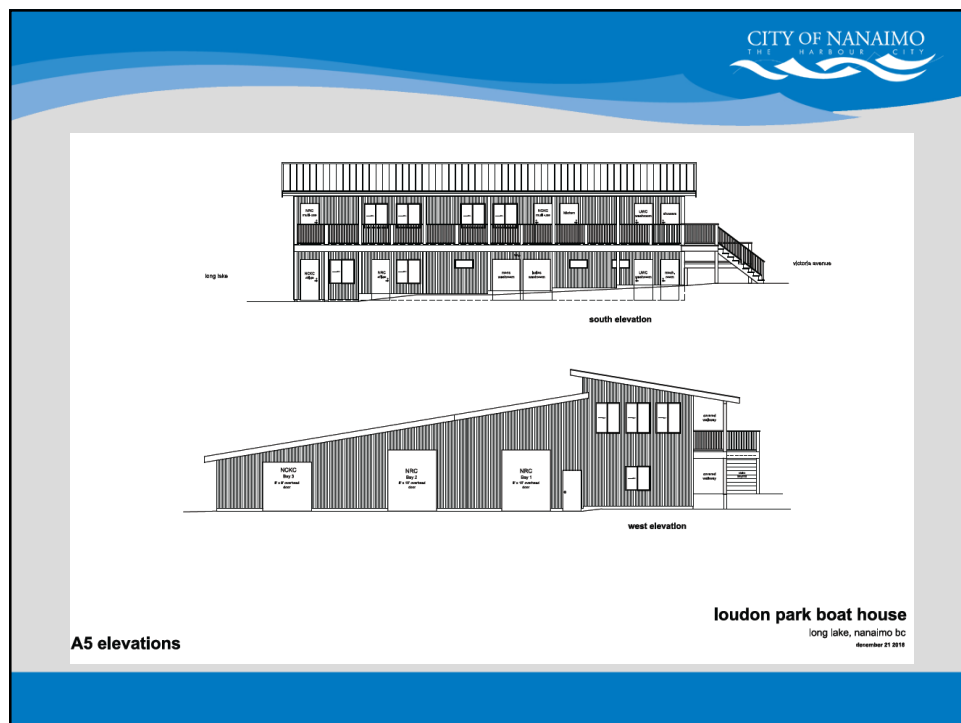
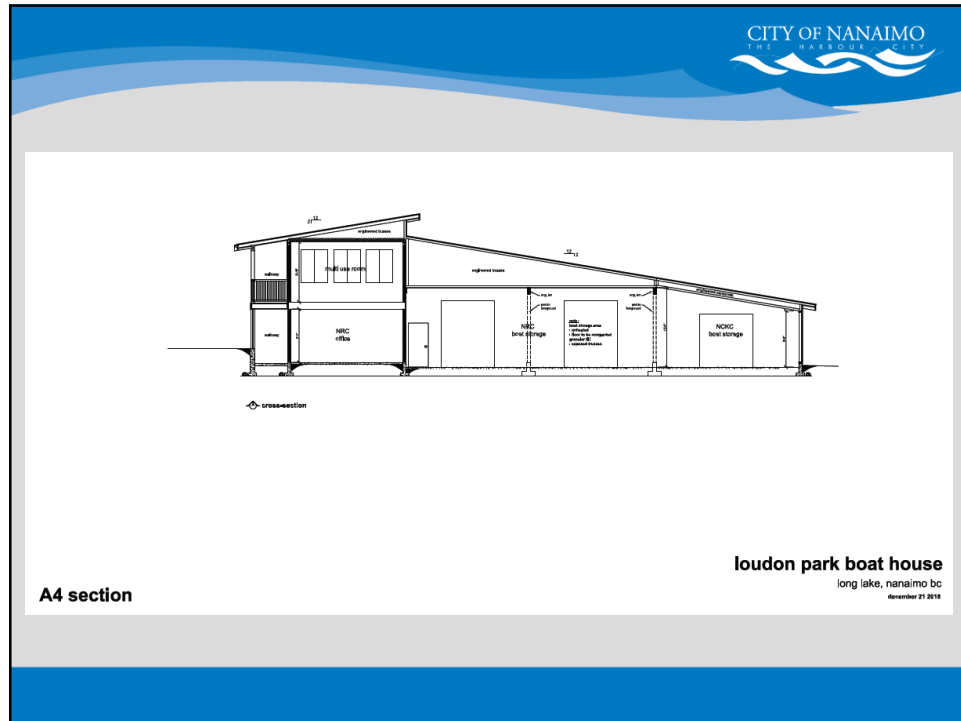
Existing washroom building and park entrance improved with mural.

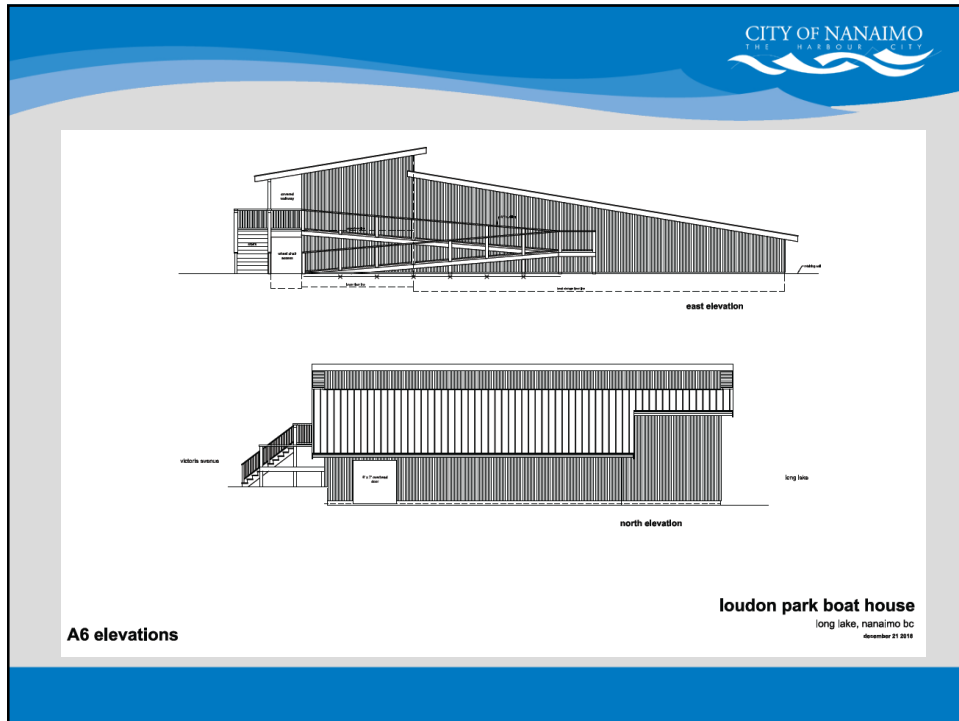
**CONCEPT A****CONCEPT B**











DATE OF MEETING | October 16, 2019 |

AUTHORED BY | BILL CORSAN, DIRECTOR, COMMUNITY DEVELOPMENT |

**SUBJECT                      DOWNTOWN PRIORITY PROJECTS – UPDATE AND FUNDING REQUEST**

## **OVERVIEW**

### **Purpose of Report**

To provide the Finance and Audit Committee with a status update on the short-term projects identified by Council for the downtown core and to request additional funding to facilitate the completion of these projects. |

### **Recommendation**

That the Finance and Audit Committee recommend that Council:

- a) allocate \$220,000 from the Strategic Infrastructure Reserve Fund to implement the Public Realm Improvements identified for the downtown core; and
- b) accelerate the Front Street bi-directional cycle track portion of the Downtown Cycling Loop project from 2021 to 2020.

## **BACKGROUND**

Downtown Nanaimo is the heart of the city. The downtown provides a variety of retail shops, a range of housing opportunities, professional offices and services, and the majority of cultural attractions in the city. The downtown is a transportation hub providing vital connections to Vancouver and neighbouring communities as well as being the focal point of the city's transit and road network. Along with a spectacular waterfront walkway and large civic park, the downtown serves as the community's gathering space for events and festivals. The downtown is the historical, cultural, professional, and business centre of Nanaimo.

The *2019-2022 Strategic Plan* recognizes the importance of downtown by prioritizing a number of initiatives, such as the Downtown Mobility Hub, investments at 1 Port Drive, and advocacy for the passenger ferry service to downtown Vancouver. At the 2019-JUL-15 Governance and Priorities Committee (GPC) meeting, Council was taken through a visioning process to identify key issues and opportunities for enhancing the downtown core.

In addition, Council identified five priority areas for the downtown. These, in no particular order, are:

- Public Realm Improvements/Beautification
- 1 Port Drive
- Redevelopment of Key Sites
- Social Issues/Order
- Mobility/Front Street/Waterfront Walkway



At the 2019-JUL-29 Governance and Priorities Committee meeting, Council was presented with a list of ‘quick wins’ for the downtown core that were developed by Staff from across the organization (Attachment A). The list was approved by Council at the 2019-AUG-26 Council meeting.

## **DISCUSSION**

Since Council provided approval, Staff have made progress on delivering the short term projects. A number of the projects on the list are now complete, or underway by reallocating existing operating budgets.

In addition, Staff have had meetings with representatives from the Old City Quarter (OCQ) and Victoria Crescent who have identified projects that assist in beautification and public safety. These projects are included in Attachment A.

Staff have identified a set of beautification projects which require additional funding and are requesting that Council reallocate \$220,000 from the Strategic Infrastructure Reserve Fund.

As part of the Downtown Mobility project, staff have identified an opportunity to accelerate the bidirectional cycle track from 2021 to 2020. This project would cost \$400,000 and be funded from the Community Works Fund. The Front Street Cycle Track project will have a noticeable, positive impact on the downtown core.

## **OPTIONS**

1. That the Finance and Audit Committee recommend that Council:
  - a) allocate \$220,000 from the Strategic Infrastructure Reserve Fund to implement the Public Realm Improvements identified for the downtown core; and
  - b) accelerate the Front Street bi-directional cycle track portion of the Downtown Cycling Loop project from 2021 to 2020.
  - The advantages of this option: Implementing these short-term actions should have a noticeable impact on the appearance of the downtown core. The general public and local businesses will see Council's commitment to the downtown core.
  - The disadvantages of this option: The long-term success of the downtown core will require increased levels of public and private sector investment. Staff time and resources will be temporarily redirected to focus on the ‘quick wins’ rather than the long-term objectives.
  - Financial Implications: The 2019 – 2023 Financial Plan will be amended to incorporate these changes.
2. That the Finance and Audit Committee provide alternate direction.
  - The advantages of this option: If there are additional ideas that Council wish Staff to implement in the short term, they can be added to the existing list.

- The disadvantages of this option: Additional ideas have not been vetted by Staff and may have cost considerations.
- Financial Implications: The 2019 – 2023 Financial Plan will be amended to incorporate these changes.

### **SUMMARY POINTS**

- The downtown core is critical to the economic health of the City of Nanaimo.
- At the 2019-Jul-15 GPC meeting, five key priorities were identified by Council: Public Realm Improvements, 1 Port Drive, Redevelopment of Key Sites, Social Issues/Order, and Mobility/Front Street Waterfront Walkway.
- At the 2019-Jul-29 GPC meeting, Staff provided Council with a list of projects that could be completed in 2019/2020. Council approved this list at the 2019-Aug-26 meeting.
- A number of the projects on the list are now complete or underway by reallocating existing operating budgets.
- Staff have identified a set of beautification projects which require additional funding and are requesting that Council reallocate \$220,000 from the Strategic Infrastructure Reserve Fund and that the Front Street bi-directional cycle track portion of the Downtown Cycling Loop project be accelerated from 2021 to 2020.

### **ATTACHMENTS:**

Attachment A: Downtown Nanaimo Short Term Improvement Projects |

#### **Submitted by:**

Bill Corsan  
Director, Community Development |

#### **Concurrence by:**

Dale Lindsay  
General Manager, Development Services

Richard Harding  
General Manager, Parks, Recreation &  
Culture

Bill Sims  
General Manager, Engineering & Public  
Works

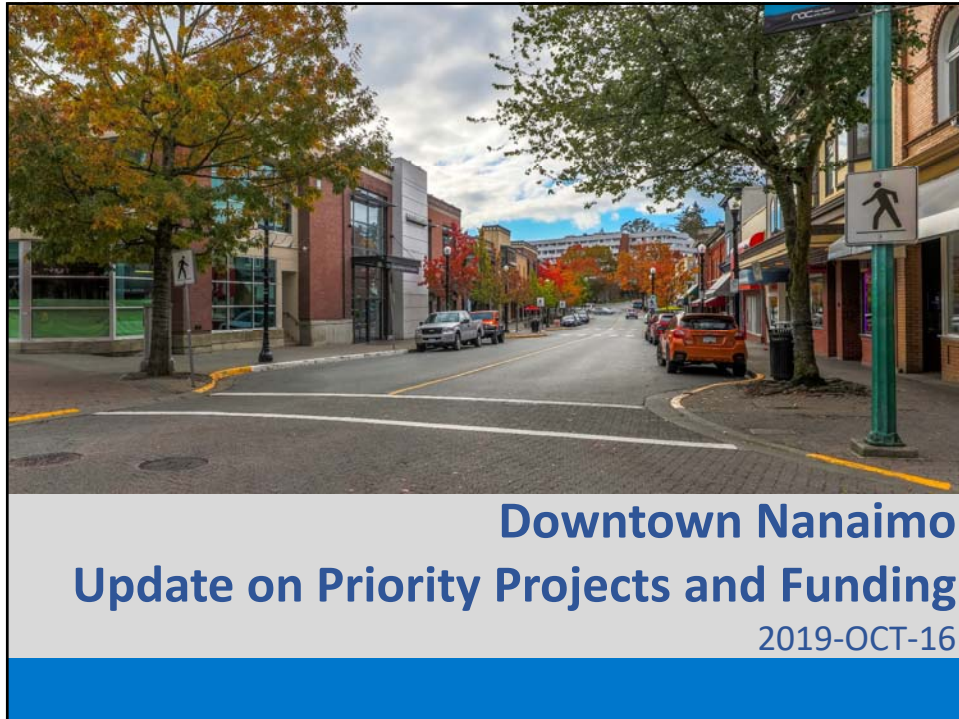
Laura Mercer  
Director, Finance |

## ATTACHMENT A

Quick Win / Project	Status	Cost	Additional Funding Required?
<b>Public Realm Improvements / Beautification</b>			
Up-lighting installed in sidewalk at Great National Land Building	Q4 – 2019	\$25,000	\$25,000
Hoard and put a wrap around excavation at 10 Front Street	Q2 - 2020	\$10,000	At developer's cost
Animate decorative lighting/lasers to back wall of Port Theatre	Q4 – 2019	\$10,000	\$10,000
Improve/refresh way-finding signage	Q4 – 2019 Design Q1 – 2020 Completion	\$10,000 Design \$90,000 Tender / Construction	\$100,000
Complete detailed design for Tideline Park	Q2 – 2020 Design Q4 – 2020 Completion	\$200,000	Volunteer project leveraging \$100,000 in Parks PIP Program
Paint/repaint street lights on Bastion Bridge and Bastion Street/Fitzwilliam Street	Q2 – 2020 Bridge Q2 – 2020 Streets	\$25,000	Funded from existing street light budget.
Clean and update the public walkway from Robson Street to Fitzwilliam Street	Q1 – 2020	\$20,000	\$20,000
Refresh crosswalk paint lines on Commercial Street and Front Street	Complete	\$5,000	Within existing budgets
Install or update water fountains (3)	Complete	\$5,000	Within existing budgets
Reinstate eternal street lights adjacent to Cenotaph	Q4 – 2019	\$5,000	Within existing budgets
Increase frequency of street sweeping, sidewalk sweeping and power washing	Complete	\$50,000	Within existing budgets
Expand temporary art program to include Commercial and Fitzwilliam Street	Q1 – 2020	\$50,000	Within existing budgets
Create a mural program for owners with blank walls	Q2 – 2020	\$30,000	Within existing downtown grant and private contributions
Small-scale whimsical art interventions	Q1 – 2020	\$5,000	\$5,000
Renew playground equipment in Maffeo Sutton	Q2 – 2020	\$505,000	Within existing budget and \$113,000 in kind contribution
Dianna Krall Plaza redevelopment plan	Q4 – 2019	\$20,000	\$20,000
Temporary traffic calming on Fitzwilliam Street	Q4 – 2019	\$1,000	Within existing budget
Downtown tree lighting*	Q4 – 2019	\$10,000	\$10,000
Landscaping and public realm improvements on Wesley Street*	Q4 – 2019	\$15,000	\$15,000
Improved lighting at city-owned parking lots (295 & 299 Selby Street)*	Q4 – 2019	\$2,500	Within existing budget
Additional planters for Victoria Crescent*	Complete	\$2,000	No, relocating from bus exchange
Complete crosswalk with “the Crescent” for Victoria Crescent*	Q4 - 2019	\$5,000	\$5,000
Create a 5ft. high 3D Nanaimo sign for public events downtown	Q4 - 2019	\$10,000	\$10,000
<b>TOTAL ADDITIONAL FUNDS REQUIRED:</b>			<b>\$220,000</b>

<b>1 Port Drive</b>			
Complete and open Waterfront Walkway for public use	Complete	\$750,000	Within existing budget
Return to Council with separate report on interim issues and long-term strategy for redevelopment	Complete		Separate staff report.
<b>Redevelopment of Key Sites</b>			
Work with BC Assessment to ensure vacant and underutilized land in the downtown core is being assessed at its highest and best use value	Complete	\$0	No cost.
<b>Social Issues / Order</b>			
Continue to support the Health and Housing Task Force	Q3 & Q4 – 2019	\$0	Within existing budgets
Program positive uses for dead spaces in downtown core	Q1 & Q2 – 2020	\$0	Within existing budgets
Coordinate graffiti removal in the downtown core	Q4 – 2019	\$0	Within existing budgets
<b>Mobility – Front Street / Waterfront Walkway</b>			
Update intersection at corner at Bastion and Commercial Street to enhance pedestrian experience.	Q4 – 2019 complete review Q1 – 2020 design Q2 – 2020 construction		Within existing budget
Cut-off slip lane at Front Street and the Cenotaph, possibly using planters	Q4 – 2019 design Q1 - construction	\$1,000	Within existing budgets
Installation of bi-directional cycle track on Front Street. Change also creates approximately 10 on-street parking stalls adjacent Coast Bastion Hotel and Port Theatre. Crosswalks will also be enhanced with curb extensions to shorten crossing distance. (e.g. nodes at Port Theatre crosswalk)	Q4 – 2019 design Q1 – 2020 construction	\$400,000	\$400,000 from Community Works Fund.
Reconfigure pedestrian crossings at Commercial, Wallace, Albert Street and Victoria Crescent	Q4 – 2019 design Q1 – 2020 construction	\$10,000	Within existing budgets
<b>TOTAL ADDITIONAL FUNDS REQUIRED:</b>			<b>\$400,000</b>

*\*Additional project added after conversations with OCQ & Victoria Crescent*



**CITY OF NANAIMO**  
THE HARBOUR CITY

## Down-Lighting Installed at Great National Land Building

Timing: Q4 - 2019

Cost: \$25,000

Additional Funding Required: \$25,000



**CITY OF NANAIMO**  
THE HARBOUR CITY

## Hoard and Place a Wrap around Excavation at 10 Front Street

Timing: Q2 – 2020

Cost: \$10,000

Additional Funding Required: At developer's cost





## Animate Decorative Lighting / Lasers to Back Wall of Port Theatre

Timing: Q4 - 2019

Cost: \$10,000

Additional Funding  
Required: \$10,000



## Improve / Refresh Way-Finding Signage

Timing:  
Q4 – 2019 (Design)  
Q1 – 2020 (Completion)

Cost:  
\$10,000 (Design)  
\$90,000  
(Tender/Construction)

Additional Funding Required:  
\$100,000

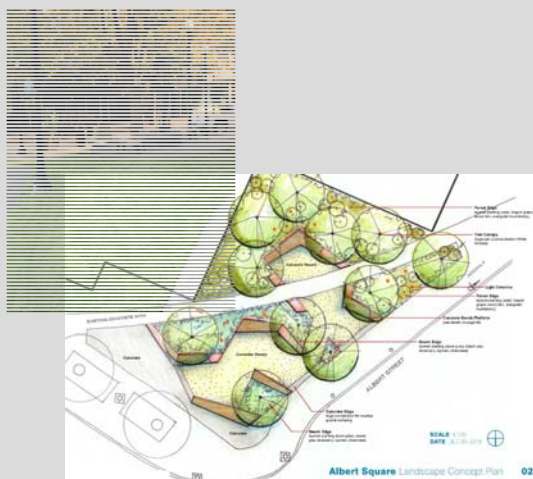


## Update Tideline Park

Timing: Q2 – 2020 (Design)  
Q4 – 2020 (Completion)

Cost: \$200,000

Additional Funding  
Required: Volunteer project  
leveraging \$100,000 in Parks  
PIP Program




## Paint/Repaint Street Lights on Bastion Bridge and Bastion/Fitzwilliam Street

Timing: Q3 – 2019 (Bridge)  
Q2 – 2020 (Streets)

Cost: \$25,000

Additional Funding Required:  
Funded through existing street  
light budget






## Clean and Update the Public Walkway from Robson Street to Fitzwilliam Street

Timing: Q1 - 2020

Cost: \$20,000

Additional Funding Required: \$20,000





## Refresh Crosswalk Paint Lines on Commercial and Front Street

Timing: Complete

Cost: \$5,000

Additional Funding Required: Within existing budget



## Install or Update Water Fountains (3)

Timing: Complete

Cost: \$5,000

Additional Funding  
Required: Within existing  
budget

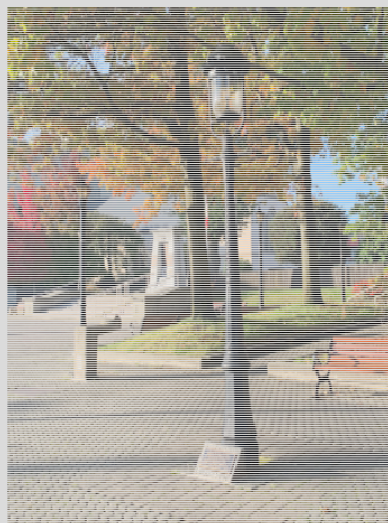


## Reinstate Eternal Street Light adjacent to Cenotaph

Timing: Q4 – 2019

Cost: \$5,000

Additional Funding  
Required: Within existing  
budget



## Increase Frequency of Street Sweeping, Sidewalk Sweeping and Power Washing

Timing: Complete

Cost: \$50,000

Additional Funding Required: Within existing budget



## Expand Temporary Art Program to include Commercial and Fitzwilliam Street

Timing: Q1 – 2020

Cost: \$50,000

Additional Funding  
Required: Within  
existing budget





## Create a Mural Program for Owners with Blank Walls

Timing: Q2 – 2020

Cost: \$30,000

Additional Funding  
Required: within existing  
downtown grant and  
private contributions



## Small-Scale Whimsical Art Interventions

Timing: Q1 – 2020

Cost: \$5,000

Additional Funding  
Required: \$5,000





## Renew Playground Equipment in Maffeo Sutton Park

Timing: Q2 - 2020

Cost: \$505,000

Additional Funding Required: Within existing budget and \$113,000 in kind contribution




## Dianna Krall Plaza Redevelopment Plan

Timing: Q4 – 2019

Cost: \$20,000

Additional Funding Required: \$20,000






## Temporary Traffic Calming on Fitzwilliam Street

Timing: Q4 – 2019

Cost: \$1,000

Additional Funding Required: within existing budget





## Downtown Tree Lighting

Timing: Q4 – 2019

Cost: \$10,000

Additional Funding Required: \$10,000



## Landscaping and Public Realm Improvements on Wesley Street

Timing: Q4 – 2019

Cost: \$15,000

Additional Funding  
Required: \$15,000



## Improved Lighting at City-Owned Parking Lots (295 & 299 Selby Street)

Timing: Q4 – 2019

Cost: \$2,500

Additional Funding  
Required: within  
existing budget






## Additional Planters for Victoria Crescent

Timing: Complete

Cost: \$2,000

Additional Funding Required: No, relocating from bus exchange



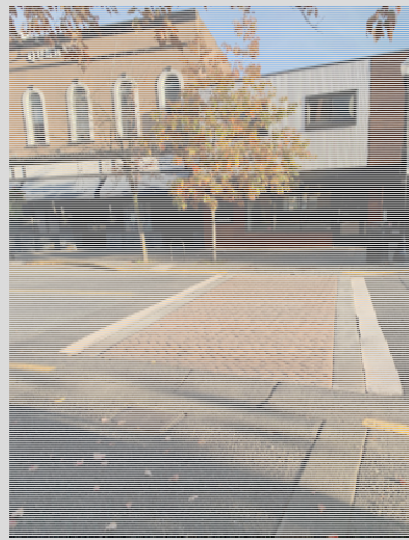


## Complete Crosswalk with “the Crescent” for Victoria Crescent

Timing: Q4 – 2019

Cost: \$5,000

Additional Funding Required: \$5,000






## Create a 5ft. High 3D Nanaimo Sign for Public Events Downtown

Timing: Q4 – 2019

Cost: \$10,000

Additional Funding Required: \$10,000



## MOBILITY – FRONT STREET / WATERFRONT WALKWAY



## Update Intersection at corner of Bastion and Commercial Street to enhance pedestrian experience

Timing: Q4 – 2019 (Complete Review)

Q1 – 2020 (Design)

Q2 – 2020 (Construction)

Cost: N/A

Additional Funding Required:  
Within existing budget



## Cut-off Slip Lane at Front Street and the Cenotaph, Possibly with Planters

Timing: Q4 – 2019 (Design)

Q1 – 2020 (Construction)

Cost: \$1,000

Additional Funding Required:  
Within existing budget







## Reconfigure Pedestrian Crosswalk at Commercial, Wallace, Albert Street and Victoria Crescent

Timing:

Q4 – 2019 (Design)

Q1 – 2020 (Construction)

Cost: \$10,000

Additional Funding Required:  
Within existing budget



## Installation of Bi-Directional Cycle Track on Front Street

Timing: Q4 – 2019 (Design)

Q1 – 2020 (Construction)

Cost: \$400,000

Additional Funding Required:  
\$400,000 from Community Works Fund







## Motion

That the Finance and Audit Committee recommend that Council:

- a) allocate \$220,000 from the Strategic Infrastructure Reserve Fund to implement the Public Realm Improvements identified for the downtown core; and
- b) accelerate the Front Street bi-directional cycle track portion of the Downtown Cycling Loop Project from 2021 to 2020.

DATE OF MEETING OCTOBER 16, 2019

AUTHORED BY CHRIS SHOLBERG, CULTURE & HERITAGE PLANNER

**SUBJECT HERITAGE FAÇADE GRANT APPLICATION – 34 VICTORIA CRESCENT**

## **OVERVIEW**

### **Purpose of Report**

To obtain Council approval for a Heritage Façade Grant for the Queens Hotel building (34 Victoria Crescent).

### **Recommendation**

That the Finance and Audit Committee recommend Council approve a Heritage Façade Grant of up to \$20,000 for the Queen's Hotel located at 34 Victoria Crescent to repaint the building's exterior, as well as install new brick cladding, a new awning system, new signage (including a vintage refurbished Queen's sign), and new exterior lighting to the building's Victoria Crescent façade.

## **BACKGROUND**

A Heritage Façade Grant application has been submitted by the owner of the Queen's Hotel (34 Victoria Crescent) building. The City of Nanaimo budgets \$20,000 per year for a Heritage Façade Grant program to support the conservation and revitalization of heritage buildings.

The Queen's Hotel is currently on the City's Heritage Register and is listed as a significant heritage building in the Downtown Heritage Conservation Area as contained in the City's Official Community Plan (see Attachment A – Queen's Hotel History and Significance).

Staff have reviewed and evaluated the grant application and note that the proposed project satisfies the relevant requirements and objectives of the Heritage Façade Grant Program (as outlined in Attachment B – Heritage Façade Grant Program Purpose and Conditions).

The proposed exterior rehabilitation work will include a repaint of all exterior walls, as well as installation of new brick cladding, a new awning system, new signage (including a vintage refurbished Queen's sign), and new exterior lighting to the building's Victoria Crescent façade. For reference, a detailed summary of the proposed project is included as Attachment C – Queen's Hotel Rehabilitation Project Summary.

The proposed exterior alterations are intended to rehabilitate and enhance the appearance of the building consistent with the City's *Downtown Heritage Building Design Guidelines* and Parks Canada's *Standards and Guidelines for the Conservation of Historic Places in Canada*.



The total estimated cost of the project is \$58,052.85. Based on a maximum façade grant allotment of up to \$10,000 per street frontage (the property faces onto two separate street frontages Victoria Crescent and Lois Lane), the project is eligible for up to \$20,000 in grant assistance (based on the 50/50 cost-sharing model where no more than \$40,000 of total project costs would be considered). Should a grant of up to \$20,000 be approved and the actual cost of the project be less than \$40,000, the amount reimbursed would be reduced to reflect the 50/50 cost-sharing model.

It should be noted that the property was given a \$14,850 grant in 1994 under the Provincial Government's Downtown Revitalization Program (no longer in existence). The property has not previously applied for a heritage façade grant under the City's existing program.

This property is owned by a business. Under Section 25 of the *Community Charter*, Council may, by an affirmative vote of at least 2/3 of all the members of Council, provide financial assistance to a business for the conservation of a protected heritage property (this property is considered a protected property due to its listing in the Downtown Heritage Conservation Area).

## **OPTIONS**

1. That the Finance and Audit Committee recommend Council approve a Heritage Façade Grant of up to \$20,000 for the Queen's Hotel located at 34 Victoria Crescent to repaint the building's exterior, as well as install new brick cladding, a new awning system, new signage (including a vintage refurbished Queen's sign), and new exterior lighting to the building's Victoria Crescent façade.
  - Advantages: The Heritage Façade Grant Program furthers the goals of the Livability and Economic Health Strategic Themes of the 2019-2022 Strategic Plan, as well as the conservation objectives of the City's Heritage Conservation Program. To date, there have been no other applications for the 2019 grant funding.
  - Disadvantages: Should the full grant be approved, no further applications can be considered for the remainder of 2019.
  - Financial Implications: The Heritage Façade Grant program currently has a \$20,000 budget available to cover the application.
2. That the Finance and Audit Committee recommend Council deny the Heritage Façade Grant application for the Queen's Hotel located at 34 Victoria Crescent.
  - Advantages: Would leave funding for potential applications to be considered until December 2019.
  - Disadvantages: Could create uncertainty about the City's commitment to the grant program's purpose and parameters. Would run counter to the City's livability, downtown revitalization, and heritage conservation objectives. There may not be any further applications this year and not awarding funding would be contrary to the first-come, first-served priority for eligible applications.
  - Financial Implications: Funding would remain available for further applications in 2019. If unused during 2019, this funding would not be carried forward for use in future years.



### **SUMMARY POINTS**

- The building owner has applied for a \$20,000 Heritage Façade Grant for the Queens Hotel building located at 34 Victoria Crescent to repaint the building's exterior, as well as install new brick cladding, a new awning system, new signage (including a vintage refurbished Queen's sign) and new exterior lighting to the building's Victoria Crescent façade.
- The grant application meets the relevant requirements and objectives of the Heritage Façade Grant Program.
- The total estimated cost of the project is \$58,052.85.
- Based on a maximum façade grant allotment of up to \$10,000 per street frontage (the property faces onto two separate street frontages Victoria Crescent and Lois Lane), the project is eligible for up to \$20,000 in grant assistance (based on the 50/50 cost-sharing model where no more than \$40,000 of total project costs would be considered).
- Should a grant of up to \$20,000 be approved and the actual cost of the project be less than \$40,000, the amount reimbursed would be reduced to reflect the 50/50 cost-sharing model.

### **ATTACHMENTS:**

Attachment A – Queen's Hotel History and Significance  
Attachment B – Heritage Façade Grant Program Purpose and Conditions  
Attachment C – Queen's Hotel – Existing Condition  
Attachment D – Queen's Hotel – Proposed Improvements |

#### **Submitted by:**

Lisa Bhopalsingh  
Manager, Community Planning |

#### **Concurrence by:**

Bill Corsan  
Director of Community Development

Laura Mercer  
Director of Finance |

# **ATTACHMENT A**

## **QUEEN'S HOTEL HISTORY AND SIGNIFICANCE**

Built in 1892, the Queen's Hotel is a good, rare surviving example of the Italianate style, one of the most popular architectural styles of the nineteenth century. Although the hotel was substantially renovated in the 1980s, and many of the original architectural elements were lost, the essential form and mass of the building are intact.

The Queen's Hotel is a tangible reminder of the historic importance of hotels in Nanaimo's history. Early Nanaimo, subject to the boom and bust economic cycle typical of mining towns, had a large population of single, often transient men. As affordable housing alternatives, hotels functioned as living quarters and, in the saloons and restaurants typically located on the ground floor, as social centres.

The Queen's Hotel is significant as a reminder of the importance of Victoria Crescent as an early commercial strip. Most of Nanaimo's oldest surviving commercial buildings are located on this street. The Queen's Hotel has been in continuous use as a drinking establishment for over 100 years.

Located mid-block, the Queen's Hotel is prominent on the street and is part of a grouping of historic buildings in this area.

## **ATTACHMENT B**

### **HERITAGE FAÇADE GRANT PROGRAM PURPOSE AND CONDITIONS**

The Heritage Façade Grant Program was created by Council in 2003 as part of the City's Downtown Revitalization Strategy. The program is designed to provide financial incentives to encourage rehabilitation and enhancement of heritage buildings located in the City's downtown core, enliven the streetscape, create a more attractive environment for visitors and tenants, and stimulate investment in the area. The program has been successful at leveraging private investment toward rehabilitating and enhancing the exteriors of historic buildings located in the downtown core.

Façade grants are available yearly on a first-come, first-served basis to significant heritage buildings listed in the Downtown Heritage Conservation Area, as outlined in the City's Official Community Plan. The 2019 grant program budget is \$20,000. Each grant covers up to 50% of a project cost, to a maximum of \$10,000 per building façade facing onto a street. To date, \$334,383.82 has been paid out under the grant program for 36 exterior building façade improvements leveraging \$7,138,752.30 in private investment.

Should Council approve the grant, the following conditions will also apply as specified under the program:

- The project must be fully completed prior to payment of the grant.
- The owner must agree to register a Heritage Conservation Covenant on the property title for a five-year term prohibiting demolition or exterior alteration of the building, unless the City approves these actions.
- Work must be substantially underway within six months of grant approval and completed within one year.
- Work must be of good quality, meet appropriate building/fire codes or approved equivalent, comply with existing bylaws, be conducted in accordance with a valid building permit (if applicable), and pass municipal inspections.
- Work is subject to inspection. If, during the course of the project, it is determined that the work fails to adhere to the program guidelines, then the award of the grant, in whole or in part, may be rescinded.
- Signage crediting the City's funding will be provided and must be displayed for a mutually agreeable period not to exceed three months after the project is completed. Grant recipients may be asked to participate in other promotional efforts as appropriate.
- The applicant shall not involve the City of Nanaimo in any legal action between him/her and any contractors, estimators, employees, workers or agents arising from or out of the façade improvement project.

# ATTACHMENT C

## QUEEN'S HOTEL – EXISTING CONDITIONS



# ATTACHMENT D

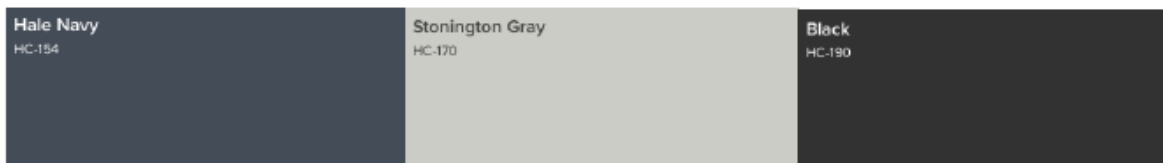
## QUEEN'S HOTEL – PROPOSED IMPROVEMENTS

### VICTORIA CRESCENT FAÇADE DESIGN CONCEPT



### BUILDING COLOUR SCHEME

*Hale Navy (HC-154), Stonington Gray (HC-173) & Black (HC-190)*



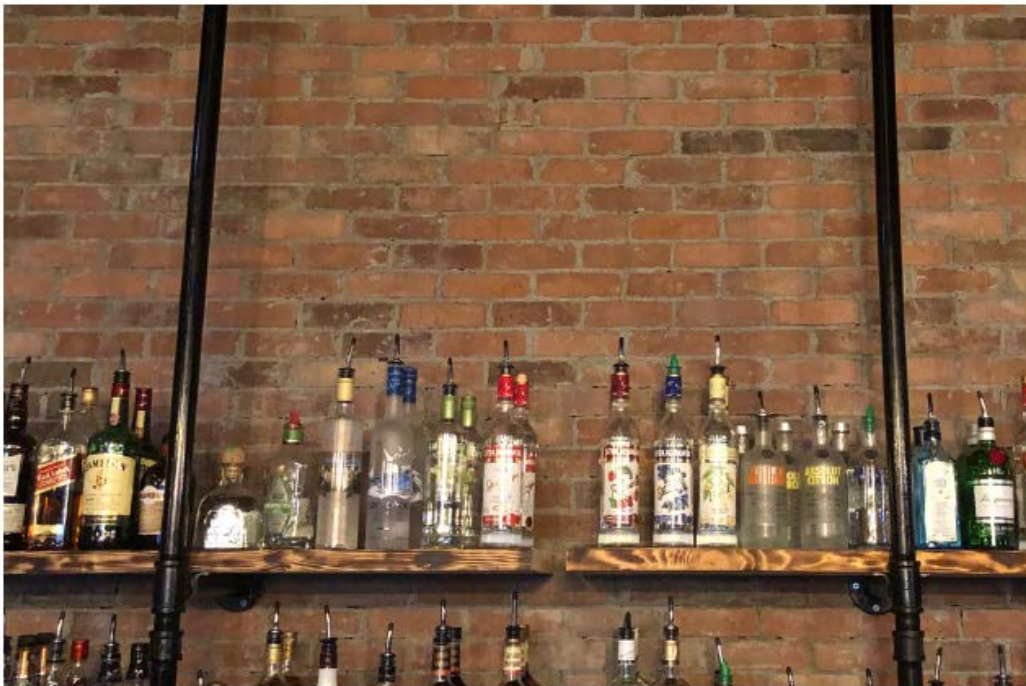


## BRICK CLADDING SAMPLE

### ORIGINAL BRICK



### NEW BRICK FAÇADE

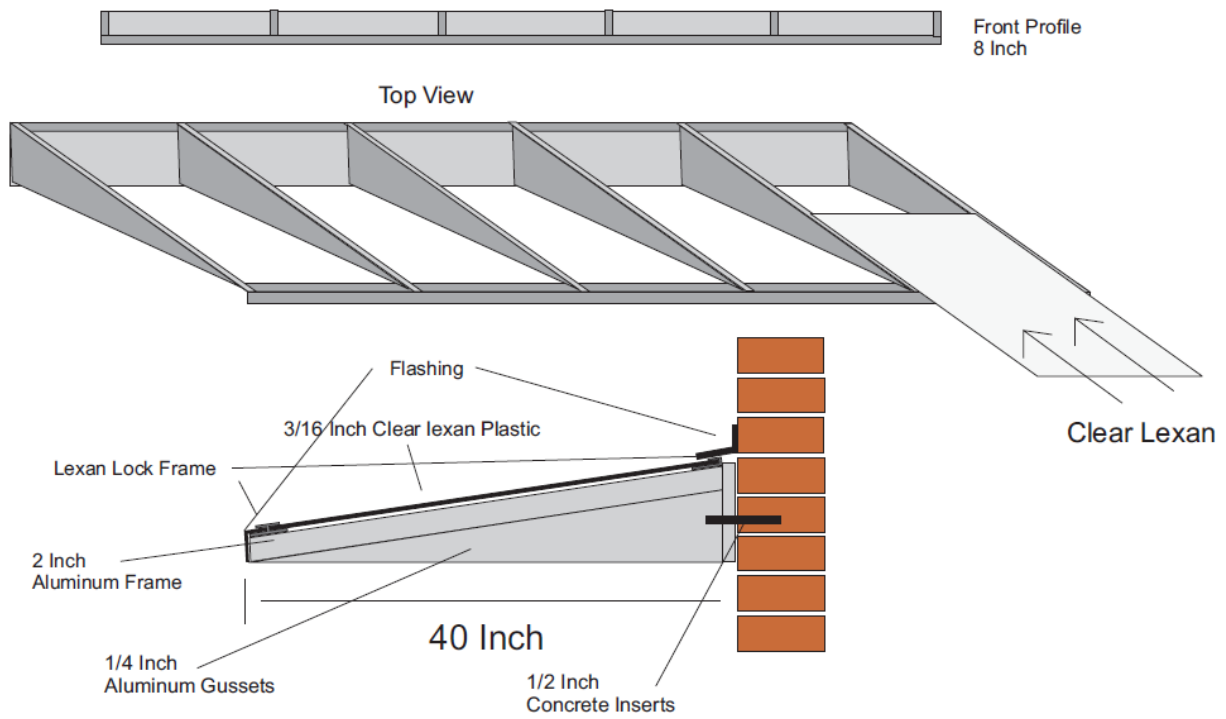




## NEW SIGNAGE



## NEW AWNING



## EXTERIOR LIGHTING SAMPLES



DATE OF MEETING October 16, 2019

AUTHORED BY BRAD WOOD, ASSISTANT FIRE CHIEF – OPERATIONS

**SUBJECT COMMUNITY RESILIENCY INVESTMENT PROGRAM (FIRESMART COMMUNITY FUNDING AND SUPPORTS PROGRAM)**

## **OVERVIEW**

### **Purpose of Report**

To gain Council's support in applying for funding through UBCM for FireSmart activities in the City of Nanaimo for 2020. |

### **Recommendation**

That the Finance and Audit Committee recommend that Council support the City of Nanaimo's application to the Union of BC Municipalities for the Community Resiliency Investment Program (FireSmart Community Funding and Supports Program) and if successful the 2020-2024 Financial Plan be amended to include this grant.

## **BACKGROUND**

The City has risk for wildland fires in a number of areas particularly within the interface with urban development. The FireSmart program is a community based wildland fire prevention initiative where communities come together as a group and FireSmart their neighborhoods. This initiative is being promoted by the Province to reduce the risk of damage caused by wildfires and grants are available through UBCM. Staff is making application for a FireSmart Community Funding grant and require a Council resolution to make this application prior to October 28, 2019. |

## **DISCUSSION**

The current Community Wildfire Protection Plan rates the city as having a "Low with pockets of moderate" fire risk. In addition to this, the 2015 Hazard Risk and Vulnerability Analysis (HRVA) determined that the risk for wildland fires in the City is "Medium". While the forested areas in the City are decreasing as a result of development, areas of risk remain both within the City boundary and immediately outside the boundary with potential to affect City lands. In addition, there are a number of parks and Crown lands that interface with urban development contributing to interface fire potential.

Given the recent drought conditions and the number and severity of fires experienced in the 2018 fire season, a major wildfire event will quickly tax the resources of the fire department and other city agencies. Having the community involved in the application of FireSmart principles to their

homes and property will build resiliency in the community and allow property and structures to better withstand a wildland fire event and limit damage. This in turn allows resources to concentrate on controlling and extinguishing the spread of the fire.

The funding would assist in the development and promotion of a FireSmart program and to improve the City's approach and resiliency to community safety by reducing the risk of damage resulting from a wildfire within Nanaimo and neighbouring lands. Staff is requesting a contribution from UBCM for the amount of \$25,000 which is one hundred percent of total project costs. |

## **OPTIONS**

1. That the Finance and Audit Committee recommend that Council support the City of Nanaimo's application to the Union of BC Municipalities for the Community Resiliency Investment Program (FireSmart Community Funding and Supports Program) and if successful the 2020-2024 Financial Plan be amended to include this grant.
  - The advantages of this option: The funding would assist in the development and promotion of a FireSmart program and to improve the City's approach and resiliency to community safety by reducing the risk of damage resulting from a wildfire within Nanaimo and neighbouring lands. Community involvement and environmental protection are also key advantages of accessing the funding grants.
  - The disadvantage of this option is that FireSmart activities are reliant on the successful application.
  - Financial Implications – The activities are not in the current operating budget and will only be undertaken if the grant application is successful.
2. That the Finance and Audit Committee recommend that Council deny support to apply to the Union of BC Municipalities for the Community Resiliency Investment Program (FireSmart Community Funding and Supports Program).
  - The advantages of this option: No change to current operations or resources.
  - The disadvantages of this option: The lack of funding would result in not developing or promoting a FireSmart program and would not improve the City's approach and resiliency to community safety by reducing the risk of damage resulting from a wildfire within Nanaimo and neighbouring lands.
  - Financial Implications: If any FireSmart activities are required throughout the year, there will be limited funding available. |

## **SUMMARY POINTS**

- The FireSmart program is a community based wildland fire prevention initiative where communities come together as a group and FireSmart their neighborhoods.
- This initiative is being promoted by the Province to reduce the risk of damage caused by wildfires and grants are available through UBCM.

- Staff is requesting a contribution from UBCM for the amount of \$25,000 which is one hundred percent of total project costs.

**Submitted by:**

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**Concurrence by:**

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Fire Chief