

**REGIONAL DISTRICT OF NANAIMO**  
**DISTRICT 69 RECREATION COMMISSION**  
**REGULAR MEETING**  
**THURSDAY, JUNE 18, 2015**  
**2:00PM**  
  
***(Oceanside Place Multi-Purpose Room)***  
**A G E N D A**

**PAGES**

**CALL TO ORDER**

**DELEGATIONS/PRESENTATION**

**C. Finnie, RDN Programmer – Golden Shoe Program**

*Motion to receive Late Delegations*

**MINUTES**

3-7 Minutes of the Regular District 69 Recreation Commission meeting held May 21, 2015

*Motion to approve Minutes.*

**BUSINESS ARISING FROM THE MINUTES**

Delegation Update (verbal)

**COMMUNICATIONS/CORRESPONDENCE**

8 L. Denesyk, Parksville Quilters Guild to T. Osborne, RDN, RE: 215 Quilt Show

**UNFINISHED BUSINESS**

**REPORTS**

9-11 Monthly Update – Oceanside Place – May 2015

Monthly Update – Ravensong Aquatic Centre – May 2015 *(Handout)*

12-15 Monthly Update – Northern Recreation Program Services – May 2015

16-23 Monthly Update of Community and Regional Parks and Trails Projects – May 2015

24-25 Hockey Canada VISTC Bid 2016 U19 Women's Hockey Champ. Report - June 2015

*Motion to receive the update reports* 1

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**NEW BUSINESS**

Outdoor Multi Sport Track Community Interest

**COMMISSIONER ROUNDTABLE**

**ADJOURNMENT**

*Motion to adjourn.*

**NEXT MEETING**

*September 17, 2015*

*2:00pm*

*Oceanside Place*

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE DISTRICT 69 RECREATION COMMISSION  
REGULAR MEETING  
HELD THURSDAY MAY 21, 2015  
2:00PM  
(OCEANSIDE PLACE)**

**Attendance:** Reg Nosworthy, Electoral Area 'F'  
Julie Austin, School District 69 Trustee  
Gordon Wiebe, Electoral Area 'E'  
Bill Veenhof, Director, RDN Board  
Al Grier, Councillor, City of Parksville

**Staff:** Tom Osborne, General Manager of Recreation and Parks  
Dean Banman, Manager of Recreation Services  
Hannah King, Superintendent of Recreation Program Services  
Ann-Marie Harvey, Recording Secretary

**Regrets:** Joe Stanhope, Director, Electoral Area 'G'  
Neil Horner, Councillor, Town of Qualicum Beach

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**CALL TO ORDER**

Chair Veenhof called the meeting to order at 2:00pm.

**DELEGATIONS**

MOVED Commissioner Grier, SECONDED Commissioner Nosworthy to receive the late delegation from S. Beauchesne of Oceanside Track and Field Club.

CARRIED

**C. Rayner – Oceanside BMX**

Ms. Rayner provided the Commission with additional financial information that was requested by the grant sub-committee so that their grant application could be reconsidered.

**W. Cudney – Oceanside Youth Soccer Society ( with R. Mohabeer and S. Beauchesne)**

Mr. Cudney, President of Oceanside Youth Soccer Society spoke of the challenges that OYSS has as the only major community on the Island without an all-weather field and its effect on players and their families having to travel.

OYSS's intent on coming to this Commission meeting is to start a discussion for finding partners in the community to build an all-weather outdoor artificial turf. They realize that to have an all-weather field that only services soccer is not the best option and want to form partnerships with other organizations such as track and field. As a group they have just over \$200,000 in a fund to contribute to the field development. He sees a turf field as the opportunity for some groups to save on maintenance and upkeep of a grass field.

**S. Beauchesne -Oceanside Track and Field Club**

Ms. Beauchesne spoke of the proposed rubberized track upgrade that is being considered. She noted that the proposed 3 lanes of 400m around and a 100m 6 lane straight away would be enough for training but not to host any meets. Ideally, partnering with other groups to have a facility to hold sanctioned events would be the best option to satisfy a number of user groups.

Commissioner Grier recommended the groups also present to the Town of Qualicum Beach and City of Parksville’s Councils.

**MINUTES**

MOVED Commissioner Wiebe SECONDED Commissioner Nosworthy that the Minutes of the Regular District 69 Recreation Commission meeting held March 19, 2015 be approved.

CARRIED

MOVED Commissioner Wiebe SECONDED Commissioner Nosworthy that the Minutes of the District 69 Recreation Grants Sub-Committee Minutes held May 12, 2015 be approved.

CARRIED

**BUISNESS ARISING FROM THE MINUTES**

**Grant Approvals**

MOVED Commissioner Austin, SECONDED Commissioner Nosworthy that the following District 69 Youth Recreation Grant application be approved as amended to include the Oceanside BMX – Gate repair request for \$2500:

<b>Youth Organization</b>	<b>2015</b>
Arrowsmith Community Recreation Association - youth sports program	1,500
Bard to Broadway - Performing Arts Education Series	2,225
Bard to Broadway - Summer Youth Theatre Workshop	955
Kwalikum Secondary School - Dry Grad	1,200
District 69 Family Resource Association - youth drop-in swim passes	1,673
District 69 Family Resource Association - 4-days summer camp activity	442
Parksville and District Rock and Gem Club - equipment	1,500
Ravensong Breakers Aquatic Club- equipment	2,500
<b>Oceanside BMX - starting gate repairs</b>	<b>2,500</b>
<b>Total</b>	<b>14,495</b>

CARRIED

MOVED Commissioner Nosworthy, SECONDED Commissioner Wiebe that the following District 69 Community Recreation Grant applications be approved:

<b>Community Organization</b>	<b>2015</b>
Bow Horne Bay Community Club - Fall Fair children's activity	2,500
Errington Cooperative Preschool - equipment	2,500
Family Resource Association - Special Needs Family Retreat	1,500
Oceanside Building Learning Together Society - equipment, supplies for expansion	1,500
Oceanside Community Arts Council - program supplies	2,000
Parksville Curling Club - light tube replacement	2,200
Qualicum and District Curling Club - ice scrapper replacement	2,500
Vancouver Island Opera – facility rental; print costs	2,000
<b>Total</b>	<b>16,700</b>

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

NONE

**UNFINISHED BUSINESS**

**REPORTS**

**Monthly Update – Oceanside Place – March 2015**

**Monthly Update – Oceanside Place – April 2015**

Mr. Banman gave an overview of the two monthly Oceanside Place reports, noting the success of the Pickle ball start up. He reported that with an approximate \$4,500 investment in equipment the program has paid for itself.

**Monthly Update – Ravensong Aquatic Centre –March 2015**

**Monthly Update – Ravensong Aquatic Centre –April 2015**

Mr. Banman gave an overview of the two Ravensong reports, noting that summer schedule changes will be starting soon and he will have an update on staffing in June.

**Monthly Update – Northern Recreation Program Services – March 2015**

**Monthly Update – Northern Recreation Program Services – April 2015**

Ms. King gave a summary of the two Northern Recreation reports, highlighting the success of the Spring Break Camps that included one at Moorecroft Regional Park were full with waitlists. She noted that summer hiring and registrations are in full swing and a new 2 day/week Playground camp will start this summer at Qualicum First Nations.

Ms. King and some of her staff attend the BCRPA Symposium in May and she reported the “Unbubble Wrapping Kids” theme throughout the sessions was great information to take away from the conference.

### **Monthly Update of Community and Regional Parks and Trails Projects – March 2015**

Mr. Osborne gave an overview of the two Community and Regional Parks and Trails reports (April’s was handed out). He updated that the Area ‘F’ Meadowood Community park opening will be June 22<sup>nd</sup> afterschool.

### **Rubberized Track Surface at Ballenas Sec. School Report**

Chair Veenhof gave a history of the Commission’s work on a sports complex in prior years and that the track portion was pulled out so that work could get started and kids on the track.

The Commission members discussed the report and some of the history of a proposed sports complex. They agreed that a need seems to be apparent but support at the grass roots level is required for such a complex to occur in the community. Commissioner Nosworthy noted the importance of phases and having enough space to develop in phases. Commissioner Grier believes the District and municipalities should work together.

Mr. Osborne informed the Commission of the Sportfield Agreement with the RDN, Town of Qualicum, and City of Parksville. If there is one level of local government willing to pay for the capital costs, then the annual operational expenses can be shared by other partners. An example of when Arrowview Elementary school was built, the two municipalities and the RDN provided funds for the field to bring it up to sports field standards so that many sports user could use the field for their games, not just as a school play field and it has become a preferred and well-used field for users.

MOVED Commissioner Nosworthy, SECONDED Commissioner Wiebe that as part of the 2016 District 69 Recreation Services Master Plan development, a needs assessment for an outdoor multi-sport complex be conducted prior to further development of a track complex.

CARRIED

MOVED Commissioner Grier, SECONDED Commissioner Wiebe motion to receive the reports.

CARRIED

### **BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

MOVED Commissioner Nosworthy, SECONDED Commissioner Wiebe that in 2015, staff explore partnerships with the Town of Qualicum Beach, City of Parksville, School District 69, local sports associations, community service organizations and businesses to determine the interest level in funding and operating an outdoor multi-sports complex in District 69.

CARRIED

### **NEW BUSINESS**

#### **Canada’s Sesquicentennial Celebrations**

A guide was handed out for commissioners to review for their information

Mr. Banman explained the two types of grants available for Canada 150. One is for a shovel ready upgrade to existing structures that has a deadline of June 2015 and the other has no deadline and to assist in events to celebrate Canada 150.

**COMMISSIONER ROUNDTABLE**

**Commissioner Nosworthy** said Arrowsmith Community Recreation Association is actively looking for volunteers for their board and hoping some people can step up.

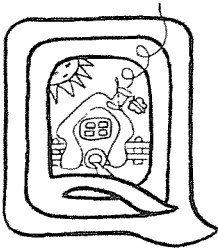
**ADJOURNMENT**

MOVED Commissioner Grier that the meeting be adjourned at 3:56 pm.

CARRIED

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Chair



Parksville  
Quilt House Quilters' Guild  
P.O. Box 1177, Parksville, B.C. V9P 2H2

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June 5, 2015

Mr. Tom Osborne  
General Manager  
Recreation and Parks  
Oceanside Place  
830 West Island Highway  
Parksville, B.C.  
V9P 2X4

Dear Mr. Osborne:

On behalf of the members of the Parksville Quilt House Quilters' Guild, I want to express our thanks to the staff of the Oceanside Place Arena. From the beginning in 2013 when we were investigating the possibilities of using the arena for our quilt show, to the closing of the show on May 31, 2015, every one of your staff members we had contact with gave us the support we needed.

I want to particularly give my thanks to Valerie McNutt for her patience in supporting me in this new venue. Her knowledge and guidance throughout was exceptional.

Our Guild holds a quilt show every three years and I will certainly be recommending that those shows be held at your venue.

Please pass on my gratitude to everyone.

Sincerely,

Lola Denesyk  
Team Leader  
Generation to Generation Quilt Show

cc: Valerie McNutt  
Recreation Programmer



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**TO:** Dean Banman  
Manager of Recreation Services

**DATE:** June 2, 2015

**FROM:** John Marcellus  
Superintendent of Arena Services

**MEETING:** D69 Recreation Commission –June 18, 2015

**FILE:**

**SUBJECT: District 69 Recreation Commission May 2015 Report – Oceanside Place**

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**RECOMMENDATION**

That the Oceanside Place May 2015 report be received.

**PROGRAMS/EVENTS/ICE RENTALS**

**PROGRAMS**

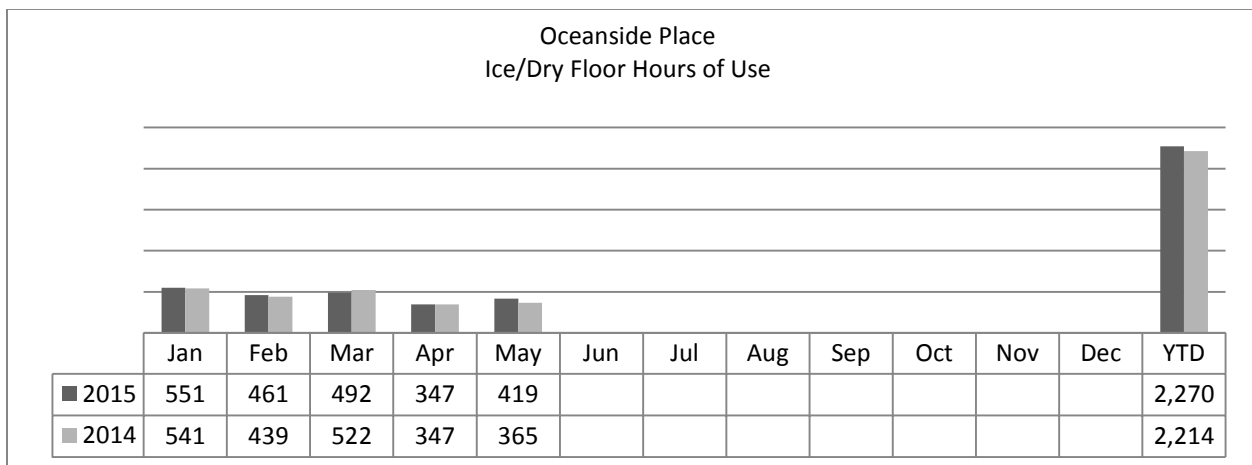
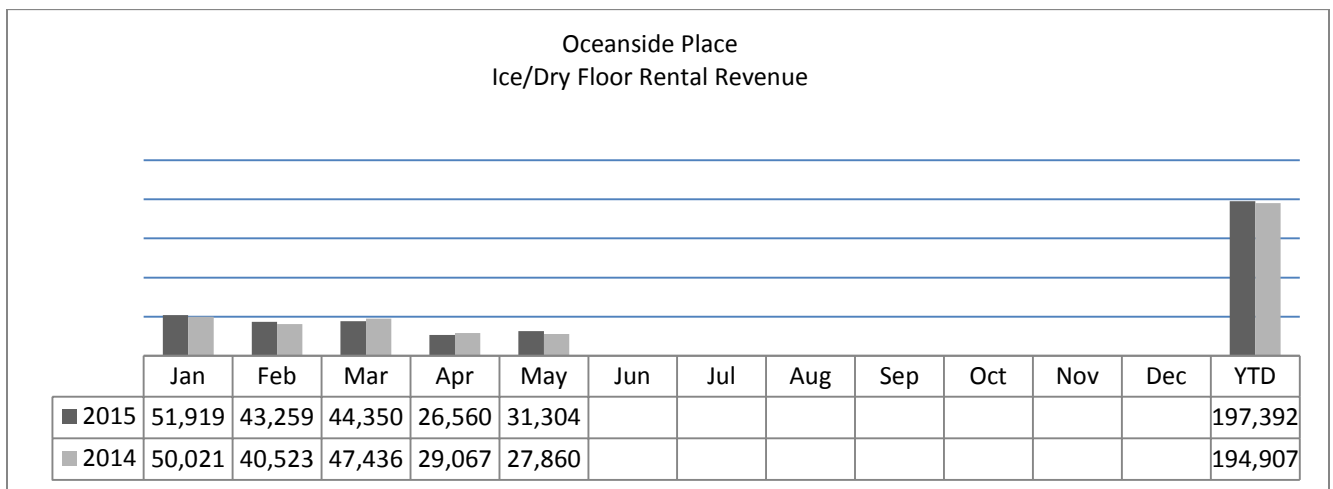
- Pickle ball continues to be a good fit for the dry floor. Total number of drop-in players for May was 218. In addition there were 54 paddle rentals, as well as paddle and ball sales.
- Registration for instructional classes was excellent with a total of 84 registrations in a variety of classes from beginner to advanced beginner to intermediate.
- Drop-in hockey attendance has been good in May.

**FACILITY RENTALS**

- Facility use for May 2015 was up a total of 44 hours for dry floor and ice usage. This resulted in increased revenues which were split evenly between both facilities.
- Springwood Elementary School booked the Pickle ball courts for a mini tournament May 6 which involved 40 students participating. Information has been circulated to other schools on the opportunities available for their students to play pickle ball.
- The Island Cup Classic was held on May 1-3 with Atom aged players 9-10 years participating.
- The Home show returned successfully on May 8, 9 and 10.
- The Nanaimo Clippers Junior “A” Hockey Club held their Prospect Camp at OP on May 23 and 24.
- The Midget Silvertips held their evaluation camp for 2015 on May 29-31.
- Parksville Quilt House Quilter’s Guild hosted a Quilt Show on May 29, 30 and 31. This is the first time this triennial event has been held at Oceanside Place and the event was a huge success with large attendances throughout the event. The organizers were extremely pleased with the venue and support from staff and are recommending that the event be held at Oceanside Place again in 3 years.

FACILITY OPERATIONS

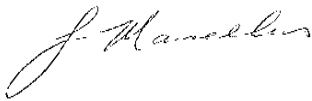
- Operations staff repaired a subfloor pump for the ice plant that had malfunctioned. Bearings and a shaft seal were replaced and the pump was relocated for better access.
- Annual preventive maintenance was conducted on the condenser and dehumidifier units and the annual safety controls inspection was completed for the ice plant.
- The air quality sensors in the ice plant, rinks and Zamboni rooms have been calibrated and inspected.
- An overhead radiant heater which services the spectator seating in the Victor Kraatz Rink malfunctioned and parts are currently ordered with repairs scheduled to occur in June.



**FACILITY ADMISSIONS**

2015	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
<b>Admissions</b>													
Tot	101	76	40	1	2								<b>220</b>
Child	572	579	384	10	5								<b>1,550</b>
Student	185	172	108	31	30								<b>526</b>
Adult	502	578	269	225	220								<b>1,794</b>
Senior	688	685	469	594	575								<b>3,011</b>
Golden	46	42	28	22	14								<b>152</b>
Family	656	532	267	4	4								<b>1,463</b>
<b>Totals</b>	<b>2,750</b>	<b>2,664</b>	<b>1,565</b>	<b>887</b>	<b>850</b>								<b>8,716</b>

2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
<b>Admissions</b>													
Tot	84	33	55	0	1								<b>173</b>
Child	635	704	618	16	50								<b>2,023</b>
Student	94	148	118	13	23								<b>396</b>
Adult	499	563	340	137	123								<b>1,662</b>
Senior	725	613	524	559	296								<b>2,717</b>
Golden	36	63	41	21	15								<b>176</b>
Family	651	690	384	20	4								<b>1,749</b>
<b>Totals</b>	<b>2,724</b>	<b>2,814</b>	<b>2,080</b>	<b>766</b>	<b>512</b>								<b>8,896</b>



Report Writer



Manager Concurrence

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**TO:** Dean Banman  
Manager of Recreation Services

**DATE:** June 10, 2015

**FROM:** Hannah King  
Superintendent of Recreation Program Services

**MEETING:** D69 Recreation Commission – June 18, 2015

**FILE:**

**SUBJECT: District 69 Recreation Commission May 2015 Report – Northern Recreation Services**

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### **RECOMMENDATION**

That the Northern Community Recreation Program Services May 2015 report be received.

### **INCLUSION**

- 2 staff have been hired to provide inclusion services at summer camps
- Requests have been coming in for inclusion for summer programs. More enquiries this year than in the past.

### **PRESCHOOL PROGRAMMING**

- No new program starts in May

### **CHILDRENS' PROGRAMMING**

- GO Junior Rangers (6-10yrs) – 8 registrants (good)
- Claytime Creations (5-17yrs) – 6 registrants (good)
- Home Alone (9yrs+) – 10 registrants (excellent)
- Home Alone (9yrs+) – 12 registrants (excellent)
- Beginner Tennis Lessons (7-13yrs) – 9 registrants (good)
- Birthday Party at the Gym – 2 private booking

### **Community Development**

- Oceanside Building Learning Together – community agencies are assisting with the summer operation of Storybook Village in Qualicum Beach. RDN Recreation and Park's will be assisting one day per week for 6 weeks. Also, RDN Recreation and Parks will be operating one free drop-in per week for 6 weeks at Family Place Munchkinland in lieu of facility rental costs for Camp Littlefoot, the summer preschool program.

### **YOUTH PROGRAMMING**

- Babysitters Certification Program: 14 (full)

## Community Development

- May 1-8, Youth Week highlights:
  - Youth Variety Show at the Errington War Memorial Hall
  - Youth art exhibition at the McMillan Arts Centre
  - Town of Qualicum Beach Youth Appreciation BBQ
  - Rotary Club of Parksville presented a Mosaic Youth Talent Showcase
  - Parksville Youth Ministry and YoungLife co-hosted a dodgeball tournament
  - Family Resource Association and Parksville Ultimate Frisbee offered a free try it night
  - FREE BBQ, field games and teen swim with DJ All Good at Ravensong. 62 youth attended (excellent).
  - SD69 school got involved in the celebration this year as well:
    - Ballenas Secondary School celebrated all week
    - Kwalicum Secondary School leadership partnered with Family Resource Association and did free BBQ, relay races, spirit prizes, jousting arena, and ultimate Frisbee on May 5.
    - Parksville Youth Ministry and Young Life partnered with Qualicum Elementary School and Arrowview Elementary School to offer floor hockey during lunch.
- Junior Leader interviews
- Final Youth Recreation Advisor meeting May 12. There were 8 of the 11 in attendance
- Chaired YouthLink meeting May 13.
- Reposted Express Camp position
- May 25 SRA started work
- Summer staff hire on paperwork night

## ADULT PROGRAMMING

- May 4 – Seated Fitness new session started – 20 registrations
- May 5 - Zumba Gold– 6 registrations
- May 9 - Mount Horne Hike – 15 registrations
- May 21 – Intertidal tour at Moorcroft – 4 registrations – new program
- May 23 - Wesley Ridge Hike – 8 registrations
- May 25 - Adult Beginner Tennis Instruction – 6 registrations – new program
- May 22 - Minds in Motion new session started – 22 registrations
- May 28 – Englishman River Nature Tour – cancelled due to low registration
- May 29 – Park Hop Tour – cancelled due to low registration
- May - WaterSmart Workshops – 4 free courses - total of 36 registrations
- May – Septic Smart workshops – 3 free courses – total of 35 registrations

## Community Development

- Meet with Lisa Holloway regarding job description and posting for OHWN coordinator position
- Attend OHWN monthly meeting
- Met with Dr. Desai to prepare for Walk with the Doctor event
- May 11 – Walk with the Doc at Oceanside Health Centre – 5 attended
- May 12 – Walk with the Doc at Parksville Boardwalk – 30 attended
- May 15 – Walk with the Doc at Qualicum Beach trails – 35 attended
- Presentation to the Stroke Recovery group

## AREA H PROGRAMMING

- May Golf Programs – Randle Golf Academy at Morningstar – higher registration than last contractor; Women’s Beginner Golf Classes nearly full with 4-6 registrants in each of three May classes, Women’s Intermediate Golf Class – one of the two is running with three registrants, Junior Golf Development has one May class running with five registrants.
- Developed new Summer Playground program for EA H – see below in Special Projects 7 Community Development.
- Summer Staffing – have been working with Kelly to make sure that we have secure staffing for the new playground program in EA H this summer.

### Special Projects & Events

- Summer Camp in partnership with Qualicum First Nation –Camp will run 6 weeks during the summer, 3 days/ week, at the Qualicum First Nations Campground area. There will be drop-in and pre-registered sports in the camp. Instruction will be provided by one SL2 through RDN Rec and Parks, and another staff person from the Qualicum First Nations Campground staff. Qualicum First Nation will be sending two campground staff to our RDN summer staff training in order to have an extra person able to work with us.
- Employee Wellness Committee – supporting Bike to Work week, Surveys sent out to all staff in department to see what they want to see for Employee Wellness.
- Golden Shoe Hunt – Ended third week in May. Shoes to be collected, but many pictures were sent in this year. A very successful year for the hunt indicated by initial numbers of calls and emails.
- Attended BCRPA Conference in Victoria first week in May

### Community Development

- Qualicum First Nation camp – discussions with Tanna Weir
- Lighthouse Recreation Commission has dissolved. Will be meeting with former Chair to see if there are any gaps to be filled, but from first look other community groups have picked up most of the events/ programs

### Promotions

- Posters out in Bowser and through school
- Regular promotions through Communications coordinator (Colleen)
- Direct email to a number of community groups
- Eyes on BC Ad for summer programs (will be in in June)
- Donated two letters for a week of camp (Tue-Thu) at Summer Playground at Qualicum First nation Campground to Bowser Elementary Spring Talent Show for silent auction

## MARKETING & COMMUNICATIONS

### Advertising

- Display ads – PQBNews sign me up, seniors directory, Nanoose Business directory – adult programs
- Radio ads – summer camps, swimming lessons
- Sent email to potential advertisers for the Fall Winter Active Living Guide

#### Promotion

- Complimentary products – 4 requests filled
- Summer memory postcards sent to 80 campers from last summer
- Poster run, rack card and guide delivery – May 21
- Adult flyer printed and 3000 mailed out
- Summer rack card printed and 3000 mailed out
- Photo shoot May 20, adult focus: Sugarlumps photography took photos of Gentle cardio, scrub hockey, pickleball, adult swimming and skate

#### Communication

- May 1 Kelly interviewed re: youth week on Beach Radio
- May 4 – Valerie interviewed re: pickleball on Beach Radio
- Social media – Recreation posted 11 posts on Facebook (not including Golden shoe). Top two posts were: Park nature tour had 489 views, 2 likes and 3 shares and Summer camp line up had 397 views, 2 likes 1 share. Reminder to programmers to include website in post so viewers can link to more information
- June events sent and posted on online calendars
- May 31 – Qualicum Family day – attended event with three summer staff, two youth recreation advisors and two contract specialty camps (Basketball and British Soccer). Excellent weather, great activities and great exposure for RDN Recreation and Parks

#### Meetings/Professional Development

- May 6 – Webinar: Reach Your Parks & Rec's VIP: Mobile, Millennial Mom April 7 – Cross Departmental Staff meeting
- May 12 - attended Walk with your Doc event
- May 14 – Programmers planning meeting
- May 27 – met with Adrienne Breen and Debra Tardiff, CoP re: recreation communication with City of Parksville

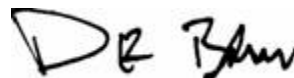
#### **SUPERINTENDENT'S NOTES**

- Attended BCRPA Conference in early May. Some great sessions on appropriate risk management, the reveal of the finalized Nationals Framework for Recreation, and some great program and best practice ideas.
- Programming team attended the annual program planning day. This is an opportunity for the team to review in detail the coming season of programs, to plan for specific projects, set team and personal goals, touch on some professional development topics and hear from Senior Management about ongoing Department wide initiatives and upcoming projects.



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Report Writer



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Manager Concurrence

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**TO:** Tom Osborne  
General Manager of Recreation & Parks

**DATE:** June 10, 2015

**FROM:** Wendy Marshall  
Manager of Park Services

**MEETING:** D69 Recreation Commission –May 21,2015  
All POSAC's, RPTSC

**FILE:**

**SUBJECT: Monthly Update of Community Parks and Regional Parks and Trails Projects- May 2015**

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## RECOMMENDATION

That the Parks Update Report for May 2014 be received as information.

### Regional and Community Parks and Trails

During May staff have been involved with the following projects and issues.

#### Electoral Area Community Parks

##### **Area A**

Park staff reviewed design work for a possible information and seating kiosk at Cedar Plaza in collaboration with a community designer and builder.

Due to another incident at the Cedar Skate Park a large volume of graffiti was removed. This is two months in a row the department has dealt with similar vandalism at the site. Staff provided a summary of expenses for the construction of the Cedar Skate Park to the Province, a reporting requirement of the Community Recreation Grant.

Site brushing, garbage collection and maintenance work was carried out at three beach access sites (Nelson Road, Ritten Road, and Pylades Road).

A new Community Park located on Mac Millan Rd in Cedar was officially transferred to the RDN on April 16<sup>th</sup>.

##### **Area B**

Staff prepared a board report and associated documents supporting a 30-year renewal of the licence of occupation from the Province for Joyce Lockwood Community Park. The renewal was supported by the Board.

Staff completed a review of community park names, and prepared a report for the POSAC on naming protocols and some suggested name revisions for Area B.



Water delivery/supply and chlorine monitoring work was ongoing at Rollo McClay Community Park. The field mowing contract continued, and summer fertilization of the field took place. Park and field user data was collected to better determine/schedule water delivery requirements for the park.

Staff liaised with community members regarding a proposed playground development for Rollo McClay Community Park and worked with a playground distributor to develop playground design options and cost estimates.

Staff worked with the Gabriola Island Lion's Club to prepare and submit a Coop Community Spaces grant application for the proposed playground at Huxley Park. A damaged fence was repaired at the Park.

### ***Area C – Extension***

Park staff conducted a park inspection at Nanaimo River Canyon Community Park. Access (key) was granted by TimberWest's Couverdon Real Estate department for RDN staff to access the site on the existing road which travels through Timberwest property. RDN staff and Couverdon met to discuss a joint venture for management of their property and the park.

### ***Area E***

At Nanoose Road Community Park staff brushed all walking trails and the playground area.

At Collins Crescent Community park staff removed garbage from the park and responded to a call from a neighbour about motorcycle and bicycle jump construction. This site will be monitored for additional development in the coming months.

Staff continued to work with the Landscape Architecture consultant to refine the concept plan for Blueback CP.

Staff prepared and distributed the May 27<sup>th</sup> Electoral Area E POSAC meeting agenda package, attended the meeting and reviewed the meeting minutes.

### ***Area F***

At Meadowood Community Park staff completed playground, parking lot, and park development work, and installed several signs. Tree watering was also conducted throughout the month on new plantings. The park was opened for public use on May 29<sup>th</sup>. Recreation and Parks staff started planning the Meadowood CP Grand Opening event scheduled for June 22<sup>nd</sup>.

At Errington Community Park a large volume of trail surfacing and development work was completed, and the former tennis court area was cleared. Parking lot grading and improvements were also completed.

Contracted tree falling and brushing work was completed at French Creek Community School. The playground equipment was inspected and pressure washed.

### ***Area G***

Parks staff attended a meeting with the RDN Planning Department, the Ministry of Transportation and Infrastructure and the French Creek Residents Association to hear from the Association on some of the concerns they have with the form and character of subdivision and transportation planning in their

community. The meeting clarified some of the constraints and parameters within which subdivisions, roads and greenspaces are planned in the Regional District context and that it is quite different than in a municipal setting. There was a strong desire for greater community input to these processes. Intent to hold bi-annual meetings was discussed and may be a first step in continuing open dialogue between the Association, MOTI and the RDN.

Trail and park brushing work was carried out at Barclay Crescent Bridge, Miller Road Community Park, Lee Road Community Park, Hawthorne Rise Community Park and Boulton Community Park.

Staff liaised with RDN Utilities regarding upcoming broom removal work at River's Edge Community Park.

### ***Area H***

Staff continued to work with the Director and area volunteers on the mapping of non-RDN trails in Qualicum Bay – Bowser.

Staff worked with MoTI staff to confirm that their records of old RDN water access permits are complete.

Two pedestrian footbridges were constructed at Islewood Community Park.

Park maintenance including garbage removal, pressure washing, and trail brushing was conducted at Deep Bay Community Park, Henry Morgan Community Park, McColl Road Community Park, Rose Park, and several MOTI beach access sites.

Two hazard trees were removed at the Ocean Trail/Thompson Clarke Trail.

Staff provided display material for the H Parks Open House held on May 10<sup>th</sup>.

Staff prepared and distributed the May 20<sup>th</sup> Electoral Area H POSAC meeting agenda package, attended the meeting and provided the meeting minutes.

## **Community Works Projects**

### ***Area B***

Design work is nearing completion for the Village Trail project. Following design completion, a pre-construction cost estimate will be prepared and will provide an indication of whether construction phasing over time is required. The project's construction schedule will be determined following any phasing decisions and MOTI's approval.

### ***Area C – East Wellington***

Since the improvements to the Benson Meadows Path were completed in February, the Parks Department has received a number of complaints from residents that motorized vehicles (ATVs, dirt bikes) were using the trail. As per the RDN's Park Use Bylaw No. 1399, motorized vehicles of this type are prohibited from all RDN Parks and Trails. Signage on the trail informs users of this rule. With input from the RDN's Bylaw Department, Parks Staff distributed a letter to the neighbourhood reiterating this message. Park staff monitored use on the Benson Meadows Path and due to complaints regarding ATV usage and overall trail safety, barriers were placed to stop ATV's from speeding on the path.

**Area F**

Staff clarified the development plan for the Price Road Trail ACT4 with MoTI and neighbour. Work will now proceed in mid-June.

**Regional Significant Gas Tax Project**

The Rail Trail project is currently at 75% design completion and work is underway to move towards finalizing design along the entire 10.9km route. Preliminary cost estimates indicate that a phased construction process will be required. Staff will be presenting phasing options to the Regional Parks and Trails Select Committee in June. Once a decision is made on which portion of the project to construct first, staff can move forward with acquiring the necessary permits and approvals for that portion of trail construction. A target for tendering that portion of trail can also be established.

Depending on project phasing and funding availability, staff have begun to investigate the option of locating a trail head and parking area on a parcel of Crown land that is situated adjacent to Church Rd and bordered by the rail corridor. The decision to proceed with an application to the province for the use of this land will depend on the Board's direction on overall project phasing.

Staff met with City of Parksville staff to share information on both the RDN Rail Trail project and the City's Water Service project, which plans for trail within the railway corridor from the Englishman River to the City's Springwood Park. Ongoing coordination is required as both of these exciting projects move forward. Staff also continued correspondence with the Agricultural Land Commission and the Island Corridor Foundation on the status of the trail design.

**Regional Parks****Arboretum**

An existing kiosk in the Arboretum is currently standing empty. Staff have drafted information that could be posted on the vacant sign and intend to review the information with the volunteers who have been very active with the site over the last number of years. The future vision for the site has yet to be confirmed, pending a meeting between the RDN Parks and Solid Waste Departments to establish a clear park boundary that can be brought forward for park planning purposes. Planning of the property, located in the City of Nanaimo, will need to abide by City zoning and regulations. Park staff conducted park inspections and trail maintenance.

**Beachcomber Regional Park**

Park staff conducted park inspections and trail maintenance.

**Benson Creek Falls Regional Park**

Park staff conducted park inspections and trail maintenance. Staff monitored the illegal parking issue on the Jameson Rd, Creekside Place corner. Illegal parking is still occurring but at a lesser rate. Park staff are directing the public to contact the RCMP as this is an infraction of the Motor Vehicle Act. RDN Bylaw are also monitoring the situation.

**Big Qualicum Regional Trail**

Park staff conducted trail inspections.

***Coats Marsh Regional Park***

Park staff conducted park inspections. A new trail has been located by staff on the south side of the wetland. The trail is to be built this year once it has been reviewed by Natures Trust staff.

***Descanso Bay Regional Park***

Staff prepared the Oceans Day 2015 event poster and buttons, and assisted the Park Operator with event gear. Event notices were posted on the RDN web site and scheduled into Facebook and Twitter.

***Englishman River Regional Park***

Park Staff carried out routine inspections of Englishman River Regional Park and Top Bridge Park. Staff responded to maintenance issues identified by the Volunteer Park Warden including; garbage issues, ATV trespass, vandalism, graffiti and suspect hazardous trees.

Park staff installed more barriers to prevent ATV's from entering the park. Staff also repaired a vandalized sign.

***Lighthouse Country Regional Trail***

Staff worked with MoTI and an applicant for a driveway permit along Lioness Blvd and across the 1950 Gazetted Highway on conditions for development and sharing of the road allowance with the Regional Trail. Site meeting held and plan determined which should see little major change to existing Regional Trail development at the Lioness parking lot and trailhead area, with any major change to be completed at the cost of the driveway applicant. Park staff conducted trail inspections and trail maintenance.

***Little Qualicum River Estuary Regional Conservation Area***

Final report from the Guardians of the Mid-Island Estuaries on a Canada Goose management plan strategy accepted and last payment of \$10,000 released to the group. Park staff conducted park inspections.

***Little Qualicum River Regional Park***

Park staff conducted park inspections. Staff continue to repair vandalized signs at the closed bridge. Fortunately the pins on the gates are still securing access and the concrete barriers remain in place.

***Moorecroft Regional Park***

Park staff conducted park inspections and trail maintenance.

***Morden Colliery Regional Trail***

Park staff conducted trail inspections and maintained trails.

***Mount Arrowsmith Massif Regional Park***

Staff joined Russ Moir and Mike Hubbard from the Alpine Club of Canada Vancouver Island (ACCVI) on a hike to review the erosion issues on the Judges Route. A volunteer team went up to define and repair a section of the route the following day. Staff followed up on the outcome of the work party and worked with the ACCVI members and the RDN Finance Director on clarifying the nature of the RDN's volunteer insurance package.

***Mount Benson Regional Park***

Staff prepared a report summarizing the outcome of the Mount Benson Regional Park Management Plan Five-Year Review meeting that was held in February between RDN Staff and Nanaimo & Area Land Trust Staff. Major accomplishments in the park over the last five years are noted as well as upcoming projects planned for the next five years. Suggested refinements to the wording of two of the management policies (Policies 1 and 7) and an updated Park map are also presented for Board approval. These proposed revisions stem from a need to improve the clarity of these two policies as they are reflected in the draft Covenant document that has also been prepared by the RDN and NALT for the property.

Work continues on the draft covenant. Staff worked with the RDN lawyer, forwarded the new draft to NALT, discussed new revisions with the lawyer and then met with NALT to discuss outstanding points of disagreement. There are one or two outstanding points to be worked out. The final park covenant document will be ready for Board consideration in the fall.

Park staff conducted park inspections. GIS and parks staff GPS'd trails and signs on Mount Benson. Park directional signs have been produced for NALT to install in June.

***Nanaimo River Regional Park***

Park staff conducted park inspections and trail maintenance. Staff repaired a vandalized split rail fence which was erected for public safety and to prevent further erosion.

***Parksville - Qualicum Links***

Park staff conducted trail inspections.

***Top Bridge Regional Trail***

Staff provided input for an article on the Regional Trail to be published in Eyes on BC.

***Trans Canada Trail***

Park staff conducted trail inspections and removed hazard trees along the Pipeline trail.

***Witchcraft Lake Regional Trail***

Staff repaired expanded metal which was bent due to a dirt bike.

***Fairwinds Lakes District - Regional Park Management Plan***

An Open House was held on May 13 to receive feedback from the public on the draft management plan. Park staff coordinated final plan revisions based on feedback received at the Open House and through an online public survey (available on the project website from May 1 to May 22). The plan will be submitted to the Regional Parks and Trails Select Committee and the Regional Board for review in June.

**Miscellaneous**

Numerous park inspection visits and maintenance projects were conducted throughout the district including garbage removal, brushing and trail maintenance, new sign layouts and installations, and sign maintenance, and several information requests were received from the public. Gas venting was installed in the Parks Operations workshop.

A few staff attended the Regional District Parks pre-BCRPA Symposium meetings in Victoria and a couple also attended the Symposium.

Staff provided input on trail data for the Regional Growth Management Strategy Review.

### ***Website and Communications***

Staff clarified temporary trail closure information and link to Island Timberlands blog on RDN web site. Staff initiated work on parks content for Fall/Winter Active Living Guide.

### ***Operational and Efficiency Review***

Staff continued to work on recommendations and final edits to the final report

### ***Workload Distribution Meeting***

Staff met to discuss a new format for division of work across the RDN Parks and Trails network. Currently, staff time is allocated to either Regional or Community Parks & Trails. However, for several reasons (e.g. high demand at the Community level, lack of one point of contact for each community on all park related questions, etc.) the idea to divide workload by Electoral Area was proposed through the Operational and Efficiency review. Staff met to discuss how this change might unfold in the coming months.

### ***Project Summary Sheet***

Staff have prepared an Information Summary Sheet as a means to track key information about Park projects and to help with information sharing between projects of a similar nature. The sheet is in draft form and needs to be tested with a project to check its usefulness and make any edits that might arise from a trial run.

### ***Park Use Permits and Events***

Staff worked with the RDN Finance Director on subscribing to the new event insurance program on offer from the Municipal Insurance Association.

Parks permits approved and in process include:

#### Area A

- Worked with the Nanaimo Skateboard Association on a September fundraiser at the Cedar Skate Park.
- Park use permit to the RCMP for underwater search training extended to include an additional session in May. Site considered excellent for training purposes. Final training session scheduled for September.

#### Area B

- Approved a park use permit to the Local Island Trust Committee regarding a public meeting to be held at Sea Fern Lane Community Park on Mudge Island.
- Worked with the Legislative Coordinator and the Gabriola Softball Association on a permit for a mid-June ball tournament (including beer garden) at Rollo McClay Community Park; permit approved.

#### Area C

- Worked with RDN Water Services on permit for a proposed upper watershed weather station and snow pillow monitor to be installed at Mount Arrowsmith Massif Regional Park by the Province.

Provided information concerning a 2009-12 weather station at the Park that was permitted to the Ministry of Forests.

- Continued to assist the BC Competitive Ride Association with event planning along the Pipeline Trail section of the Trans Canada Trail.

#### Area E

- Assisted bride-to-be with September wedding ceremony plans involving Beachcomber Regional Park or Brickyard Community Park.
- Worked with a seniors group looking to host a picnic at Moorecroft Regional Park.

#### Area F

- Worked with the Arrowsmith Community Recreation Association on a permit for the 35<sup>th</sup> Coombs Community Picnic, to be held at the French Creek School Community Park in June.
- Concluded work on a park use permit to Corcan Meadowood Residents Association for Canada Day celebrations (including beer garden and fireworks) at Meadowood Community Park. Permit approved subject to permission from Coastal Fire in respect of fireworks.

#### Area G

- Assisted the Mid-Vancouver Island Habitat Enhancement Society with event preparations for the fifth annual River Run at Englishman River Regional Park; park use permit approved.
- Reviewed the park use permit application from the Silver Spur Riding Club for the 17<sup>th</sup> annual Vancouver Island Memorial Ride, which for ten years now has been held at Englishman River Regional Park and also involves the Rivers Edge community parks and Top Bridge.

#### Area H

- Continued work with the Mid-Island Bluegrass Society on a Festival permit for the end of June at Lions Community Park.



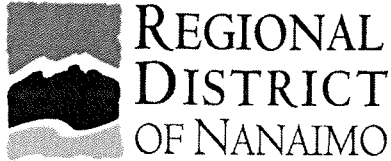
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Manager of Parks Services



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General Manager Concurrence



RDN REPORT	
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**STAFF REPORT**

**TO:** Tom Osborne  
General Manager, Recreation and Parks

**DATE:** June 5, 2015

**MEETING:** District 69 Recreation Commission, June 18, 2015

**FROM:** Dean Banman  
Manager, Recreation Services

**FILE:**

**SUBJECT:** Hockey Canada Response to VISTC Bid to Host 2016 National Women’s U18 Ice Hockey Championships

**RECOMMENDATION**

That the Regional District Nanaimo no longer pursue hosting the 2016 National Women’s U18 Ice Hockey Championships.

**PURPOSE**

To provide the Board Hockey Canada’s response to the bid from mid-island communities to host the 2016 National Women’s U18 Ice Hockey Championships.

**BACKGROUND**

At the end of 2013 the RDN Board passed the following three resolutions to support an effort from mid-island communities, known as Vancouver Island Sport Tourism Council (VISTC) to bid on hosting the 2015 or 2016 National Women’s U18 Ice Hockey Championships. A formal bid was submitted to Hockey Canada for the 2016 event in September 2014.

***Resolution 13-858** That the Regional District of Nanaimo support the bid to host the 2015 or 2016 National Women’s U18 Hockey Championship with a \$5,000 grant, and if required, an additional grant of \$3,000 (\$8,000 total) on the condition that two tournament games be held at Oceanside Place and the Parksville / Qualicum Beach area be utilized as a main accommodation area for the staging of the tournament.*

***Resolution 13-859** That in the event that not all six Vancouver Island Sport Tourism Council communities are able to participate in the bid, the Regional District of Nanaimo will commit up to an additional two games with the related financial support of \$2,500 and \$1,500 (\$4,000 total) per game.*

***Resolution 13-860** That the \$2,500 per game funding to support the Regional District of Nanaimo’s application for 2015 or 2016 National Women’s U18 Hockey Championship be allocated to the 2015 or 2016 Oceanside Place operating budget and Northern Economic Development Program be approached to contribute if required \$1,500 per game to a maximum of \$6,000.*

On May 31<sup>st</sup>, 2015 VISTC was notified by Hockey Canada that the organization’s bid was not approved and that Hockey Canada will be re- soliciting nationally requests to host the 2016 event which will be awarded by November 2015. Hockey Canada’s response was the VISTC bid was strong; the deciding factor was the concern on the amount of travel time for players, officials, scouts, media, etc. between



communities during the event. Hockey Canada did encourage VISTC communities to re-submit individual bids that remove the travel time concerns.

A VISTC meeting was held June 1, 2015 and no other mid-island communities are planning on submitting an individual bid. Staff concur with the views expressed at the June 1 meeting that hosting a successful (financial, community involvement, advancement of youth and female sport) event with such short lead time would be extremely difficult.

**ALTERNATIVES**

- 1) That the Regional District Nanaimo no longer pursue hosting the 2016 National Women’s U18 Ice Hockey Championships.
- 2) That the Regional District pursue other partners and submit an individual bid to Host 2016 National Women’s U18 Ice Hockey Championships.
- 3) Provide staff with alternative direction.

**FINANCIAL IMPLICATIONS**

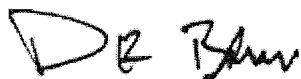
The financial commitments made by the RDN to host this 2016 event are no longer required. These commitments were for a minimum of \$8,000 to a maximum of \$12,000. The RDN did incur an expense for contribution to the publication and submission of the bid package for the event in the amount of \$500.00. Although the information and cost was specific to the U18 women’s event, much of the information and format is relevant for use in future sport tourism event bids.

**STRATEGIC PLAN IMPLICATIONS**

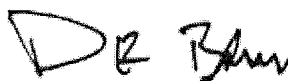
The RDN’s Strategic Plan has an objective to promote recreation facilities as an asset to the tourism industry. This event was intended to not only develop sport tourism in the area but comprise of community events that would promote sport and female athletics in the RDN as well as across Vancouver Island. In addition to the physical benefits of sport, the social and community based activities would have provided an effective way to build community spirit and bring residents together.

**SUMMARY**

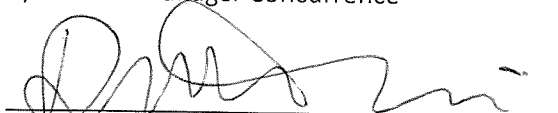
In 2013 as part of local sport tourism initiatives the RDN participated with other mid island communities (City of Nanaimo, Cowichan, Port Alberni, Courtenay/Comox Campbell) River) working as Vancouver Island Sport Tourism Council (VISTC) in the pursuit of the National Women’s Under 18 Ice Hockey Championships for either 2015 or 2016 year. A formal bid was created and submitted to Hockey Canada in September 2014. Hockey Canada informed VISTC on May, 31, 2015 that the VISTC bid was not successful and another request to communities across Canada to host the event would be occurring shortly. Hockey Canada commented that the VISTC bid was strong but was unsuccessful due to the perception that travel time between communities was excessive. Currently there are three board resolutions outstanding related to the pursuit of this event.



Report Writer



A/General Manager Concurrence



C.A.O. Concurrence