

REGIONAL DISTRICT OF NANAIMO

ELECTORAL AREA 'B' PARKS AND OPEN SPACE ADVISORY COMMITTEE
TUESDAY OCTOBER 6, 2015
7:00 PM

(Women's Institute)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

Motion to receive late delegation.

MINUTES

3-6 Minutes of the Regular Electoral Area 'B' Parks and Open Space Advisory Committee meeting held June 2, 2015.

Motion to approve Minutes.

BUSINESS ARISING FROM THE MINUTES

7-8 2015-2019 Work Plan - updated

CORRESPONDENCE/COMMUNICATIONS

9 B. Meyer, Gabriola Softball Association to H. Houle, RDN Director, **RE: Rollo/McClay Playground**

10 J. Hill, RDN, to B. Meyer, Gabriola Softball Association, **RE: Funding Request for Playground at Rollo/McClay Park**

Motion to receive Correspondence/Communications

REPORTS

11-18 Monthly Update Regional and Community Parks and Trail Projects – May 2015

19-29 Monthly Update Regional and Community Parks and Trail Projects – June, July, August 2015

Motion to receive Reports.

BUSINESS ARISING FROM DELEGATIONS/CORRESPONDENCE

30-34 Rollo McClay Community Park Playground

NEW BUSINESS

- 35-36 Community Park Name Changes
- POSAC Term Expiries – Woolley, Eastick, Osmond-Jones

COMMITTEE ROUND TABLE

ADJOURNMENT

Motion to adjourn.

NEXT MEETING

TBD

Disbursement: H. Houle (Chairperson), M. Walker, J. Eastick, J. Young, S. Betts, M. Woolley, M. Osmond-Jones
T. Osborne, W. Marshall, E. McCulloch

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'B' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING HELD
MONDAY JUNE 2, 2015
7:00pm**

(WOMEN' INSTITUTE HALL)

Attendance Howard Houle, Director, RDN Board, Chair
Jacinthe Eastick
Randy Young
Megan Walker
Mark Wooley

Staff Elaine McCulloch, Park Planner

Regrets Sam Betts

CALL TO ORDER

Chair Houle called the meeting to order at 7.00 p.m.

AGENDA

MOVED M. Walker, SECONDED R. Young to adopt the agenda after adding "Business arising from Delegations" & "Business arising from Correspondence" after "New Business".

CARRIED

DELEGATION

MOVED J. Eastick, SECONDED R. Young to accept Jack Schick as a late delegation.

Doug Chalke, Mudge Island resident- re: Mudge Davidson Bay Parking Lot. Mr. Chalke contends that the existing parking at MI 15 is adequate even on busy long week-end & that the money should go towards a more worthy task like a barge access at Flat Fish for example.

Mr. Schick, Chair of the Mudge Island Land Trust Association, an organization who volunteered to help find water access ID pins, making trails, etc. They hope that the RDN will survey the "difficult" beach accesses. i.e. where homeowners may be confrontational, also where the ID pins are made of aluminium. The hope is to identify as many beach accesses as they can. A resident has volunteered to make signs. Consultation with neighbours prior to identifying the ID pins is the first step taken.

MINUTES

MOVED R. Young seconded M. Whooley to adopt the Minutes of the Regular Electoral Area 'B' Parks and Open Space Advisory Committee meeting held March 16, 2015, as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Cox Park Community Signage

GALTT Cox Park Community Signage – GALTT is willing to install the signs with the expectation that the RDN will cover the cost of materials and the benches.

MOVED by R. Young, SECONDED J. Eastick that the RDN proceed with the Cox Community Park internal directional signage proposed by GALTT funded through the 2015 Electoral Area 'B' Community Park budget for Cox Community Park and to allocate funding in the 2016 Budget for the 'Welcome' sign and two benches for the park.

CARRIED

Note: Mr. Chalke will send photos of two benches he offered to donate to establish if they satisfy the required standard or could be used.

Davidson Bay Parking Lot Upgrade

After consideration of the high cost on account of the archeological status of the site (\$30,000+) and all other factors, Mudge Island Residents (straw polled) and the POSAC members came to the same conclusion. The remaining \$12,000 will go towards ongoing beach accesses identification instead. An Ad Hoc Committee may be created to work on that sole purpose and to keep their fingers on the pulse of the community in terms of priorities & managing volunteers. MOTI and RCMP are the entities to contact if someone encroaches or wishes to block the volunteers' work on beach accesses.

MOVED M. Wooley, SECONDED R. Young, that the RDN not to proceed with the Davidson Bay Parking Lot upgrade project.

CARRIED

- R. Young indicated that there is no encroachment in the Gravel Pit trail. MOTI has given a verbal approval to work on the trail and stated that no permit will be issued. A similar approval has yet to be received for Bells Landing.
- No 28 sign in 707 Community Park could use a side-marker to indicate the direction to Fisher Road
- It was suggested that directional Gertie icons could be put on applicable markers in community parks.
- Spring Beach Drive stairs repairs back on the Work Plan

CORRESPONDENCE/COMMUNICATIONS

M. Walker, POSAC to E. McCulloch, RDN **RE: Mobility Improvements**

Request for facilities for people with low mobility, for example a small looped trail and a truly accessible beach access. E. McCulloch suggested & it was agreed that this item be put on the Work Plan to discuss how to do that on an ongoing basis.

MOVED R. Young, SECONDED M. Woolley to receive the correspondence.

CARRIED

REPORTS

Monthly Update Regional and Community Parks and Trail Projects – Jan-Feb 2015

Monthly Update Regional and Community Parks and Trail Projects – March 2015

Monthly Update Regional and Community Parks and Trail Projects – April 2015

MOVED J. Eastick, SECONDED M. Walker to receive the Reports

CARRIED

The Village Trail is with the engineers at this time. Then it will go to MOTI.

NEW BUSINESS

2015-2019 Work Plan

The 2015-2019 WORK PLAN was reviewed:

- Remove Davidson Bay parking Lot development from the Work Plan
- RDN Board has approved the application for a \$100,000 grant for Huxley Park - Canada 150 Community Infra-structure Grant. If successful the RDN will have to match that from the Parks Reserve Fund. The scope of the application is the playground, Sports Court and Open performance Area.
- RDN has also applied for a \$60,000 Co-op Community Spaces Grant for the Huxley Park Playground - RDN would contribute \$25,000 and the Gabriola Lions \$5,000
- Skate Park concept design shelved unless grant applications are unsuccessful.
- RDN signed a 30 year lease with Provincial Government for Joyce Lockwood Park.
- Spring Beach stairs need to be repaired again. Derek Kilbourn mentioned that 6 stairs may be available at Madrona West. Randy will follow-up. Spring Beach is designated an archeological site on the map. This will need careful consideration
- Add "mobility issue" in the Medium Priorities; a looped trail and direct access to the water for mobility challenged individuals was mentioned. GALTT will discuss the possibilities.
- Add "welcome Sign and benches in Cox Park" 2016

Community Park Name changes (handout) – deferred to next meeting

BUSINESS ARISING FROM DELEGATIONS

- MI- 17 is a Regional District Park which could be fenced to delineate its boundaries
- Process to follow to site a picnic shelter on beach accesses and/or park
- Why surveying of MI-18? It is a huge area! The two side pins have been found recently.
- The RDN has passed a motion to ask staff to look into all aspects of building and operating a barge and boat launch facility at Flat Fish. Other projects took precedence so far. Maybe an expensive proposition because of the extensive blasting, an alternative may be to lease or rent space from Moonshine Cove Yatch Club.

BUSINESS ARISING FROM CORRESPONDENCE

ROUND TABLE

Developing MI 20 would be an expense to be borne by Mudge Island residents

ADJOURNMENT

MOVED J. Eastick to adjourn 8.30.

CARRIED

Chairperson

RDN Electoral Area 'B' Community Parks

5-Year Project Planning: 2015-2019

PLANNING WORKSHEET

October 2015

A suggested schedule for completion of each phase of the process is presented in the following chart.

This schedule is provided for planning purposes only and is subject to change to accommodate the needs of staff and funding constraints.

- current year project
- completed projects

	Park Code	Budget Notes	General Notes
Ongoing Projects			
<input type="checkbox"/>			Administrative support for Electoral Area 'B' POSAC
High Priority Projects (2015-2016)			
<input type="checkbox"/>		\$12,000	Huxley Park: skate park concept design
<input checked="" type="checkbox"/>	B-32		Huxley Park: grant writing
<input type="checkbox"/>	n/a	\$95,000	Village Trail: community consultation & design
<input type="checkbox"/>		\$12,000	Mudge Island Water Access - boundary identification (MI-21, MI-22, MI-26)
<input type="checkbox"/>	B-14	\$25,000	Rollo McClay CP: parking lot improvements
<input type="checkbox"/>	B-14	\$24,000	Rollo McClay CP: playground installation
<input checked="" type="checkbox"/>	B-16		Joyce Lockwood CP: lease renewal
<input type="checkbox"/>	B-21		Cox Community park - internal park signage
<input type="checkbox"/>	B-5	\$5,000	Whalebone parks improvements - survey work, directional and regulatory signage
<input type="checkbox"/>	B-26		707 CP: signage review
2016		TBD	Village Trail: construction
2016	B-32	\$40,000 - \$100,000	Huxley CP: Phase 1 redevelopment
2016	B-32	\$12,000	Huxley CP: skate park concept design**
2016	GI-87	\$5,000	The Strand Boat Ramp (Bells landing): repair
2016		\$5,000	Cox Community Park - entrance sign & benches
2016		\$20,000	Whalebone parks improvements
2016		\$7,000	Joyce Lockwood CP: toilet & surround
2016	B-26	\$9,000	707 CP: Old Centre Rd brushing
2016		\$12,000	Mudge Island water access development
2016			Park Acquisition Review - IC
Medium Priority Projects (2017-2018)			
<input type="checkbox"/>	B-32	\$20,000 - \$50,000	Huxley CP: Phase 2 redevelopment
<input type="checkbox"/>			Spring Beach Stairs: repair
<input type="checkbox"/>	B-14		Rollo-McClay CP: dog park planning & development
<input type="checkbox"/>			Wheelchair Accessible Water Access: Twin Beaches Prov. Park
Low Priority Projects (2019-2020)			
<input type="checkbox"/>	B-32	\$20,000 - \$50,000	Huxley CP: Phase 3 redevelopment

Additional Project Suggestions			
Gabriola Water Access Development			
Shaw Rd Water Access: MoTI permit, stair construction, signage	GI-43	\$45,000	order of magnitude estimated cost; not based on official estimate (for planning purposes only)
Eastholme Rd. Water Access: MoTI permit, survey, bench, signage	B-27	\$5,000	order of magnitude estimated cost; not based on official estimate (for planning purposes only)
Rowan Rd. Water Access: MoTI permit, survey, trail development, signage	GI-52	\$5,000	order of magnitude estimated cost; not based on official estimate (for planning purposes only)
Ivory Way Water Access: benches, small pking area/turnaround, signage	n/a	staff time	
Sir Williams/Saint Catherine's Water Access: trail/bench	B-58		
Mudge Water Access Development			
MI-14 - trail access to shore, off-road parking, signage			Priority #2
MI-18 - trail access to shore, off-road parking, signage			Priority #3
Mudge Island Community Park improvements	B-17		Priority #4
MI-21, MI-22, MI-26, MI-27 viewpoint development (including bench, signage)			Priority #5
survey & sign remaining water accesses.			Priority #6
Trail Development			
De Courcy Dr. CP - trail construction to lookout, bench	B-24		POSAC Motion March 4, 2014
Support GaALT to develop mobility accessible loop trail			June 2, 2015 POSAC meeting
Park Development			
707 CP: parcel consolidation	B-26	staff time	
707 CP: develop parking area - North Rd.	B-26	\$20,000	order of magnitude estimated cost; not based on official estimate (for planning purposes only)
707 CP: invasive plant mapping & removal	B-26		
707 CP: develop parking area - Coats Dr.	B-26	\$20,000	order of magnitude estimated cost; not based on official estimate (for planning purposes only)
707 CP: conservation covenant	B-26	staff time	
707 CP: trail access agreements	B-26	staff time	
Maintenance Items			
QueeQueg CP (Whalebone Dr): repair drainage/flooded stairs	B-7	\$800	

Completed Projects	YEAR
Huxley CP: community consultation & park concept design	2013 - 2014
Rollo McClay CP: Water Reservoir Upgrades	2014
Whalebone CP's: clean-up & reclaim entrances	2014
707 CP: gate installation (South Road)	2014
707 CP: bank stabilization at 880 Christine Close*	2014
Mudge Island Water Access Identification: MI-05, MI-18, MI-20, MI-23, MI-27, MI-15	2014-2015
Honeysuckle Trail - work with GaLTT & MoTI on trail permit & development	2015

From: Bob Meyer
To: Houle, Howard
Sent: Tuesday, June 30, 2015 10:17 AM
Subject: Rollo/McClay playground.

Hello Howard.

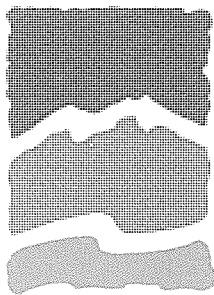
The Gabriola Softball Association has been working in concert with yourself, Elaine McCullough, and Jonathan Lobb in trying to install a playground at Rollo/McClay Park. We have done fundraising over the past two years, and have \$7,750 dedicated to the project. The Lions Club has contributed another \$2,000. The Gabriola Recreation Society has given us a grant for \$1,000, and The RDN has awarded us a grant for \$1,250. We would like to request matching funding from the area B community works fund totalling \$12,000. The Gabriola Softball Association would install the facility, under the guidance of, and with final approval from Elaine McCullough and Jonathan Lobb. If possible, we would like to install the playground in September, 2015.

Thank you for this consideration.

Sincerely,

Robert Meyer.

President of the Gabriola Softball Association.



REGIONAL
DISTRICT
OF NANAIMO

July 31, 2015

Robert Meyer, President
Gabriola Softball Association
210 Decourcy Drive
Gabriola Island, BC VOR 1X1

Dear Robert Meyer:

Re: Funding Request for Playground at Rollo/McClay Park

This will confirm that your correspondence regarding your funding request for a playground at Rollo/McClay Park was included on the July 28, 2015, Board Agenda. Please be advised that the Board endorsed the following resolutions with respect to this item:

That the correspondence received from Robert Meyer regarding a funding request for a playground at Rollo/McClay Park be received.

That staff be directed to enter into an agreement with the Gabriola Softball Association for matched funding of \$12,000 from the Area 'B' Community Works fund for the purchase and installation of playground equipment totaling \$24,000 at Rollo McClay Community Park.

If you have any questions, please do not hesitate to contact this office.

Sincerely,

Jacquie Hill
Manager of Administrative Services

6300 Hammond Bay Rd.
Nanaimo, B.C.
V9T 6N2

Ph: (250)390-4111
Toll Free: 1-877-607-4111
Fax: (250)390-4163

RDN Website: www.rdn.bc.ca

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

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 16th.

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 27th 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 29th. Recreation and Parks staff started planning the Meadowood CP Grand Opening event scheduled for June 22nd.

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 10th.

Staff prepared and distributed the May 20th 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 35th 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 17th 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.



Manager of Parks Services



General Manager Concurrence

TO: Tom Osborne
General Manager of Recreation & Parks

DATE: September 10, 2015

FROM: Wendy Marshall
Manager of Park Services

MEETING: EA 'A' PRCC , D69 Recreation Commission –
September 2015
All POSAC's, RPTSC

FILE:

SUBJECT: Monthly Update of Community Parks and Regional Parks and Trails Projects- June, July, August 2015

RECOMMENDATION

That the Parks Update Report for June, July and August 2015 be received as information.

Regional and Community Parks and Trails

During June, July and August staff have been involved with the following projects and issues.

Electoral Area Community Parks

Area A

At the Cedar Skate Park staff performed weekly watering of newly planted trees, pruned trees and removed weeds in the beds. Brushing and weeding work was completed along the Morden Colliery Trail and throughout the Cedar Plaza area. At Nelson Road boat launch staff removed garbage and cleared blackberry. Planning for a privacy surround for the portable toilet at this site was also begun. At Pylades Road beach access staff cleared the trail performed beach access stair maintenance work. At Ritten Road Boat Launch staff conducted brushing work and removed illegally dumped garbage.

Staff toured a number of MOTI water access sites with Parks, Recreation and Culture Commission members to review potential development opportunities to improve public access to the water.

Staff prepared and distributed the June 17th Electoral Area A Parks, Recreation and Culture Commission meeting agenda package, attended the meeting and reviewed the meeting minutes.

Staff coordinated conceptual design work and preliminary cost estimates for a future kiosk structure at the Cedar Plaza entrance to the Morden Colliery Regional Trail. A surveyor was contracted to complete a legal and topographic survey of the existing plaza in order to move forward with final design and engineering work. In August, staff met with the project designer and Herold Engineering to begin engineer design work on the future kiosk structure for Cedar Plaza.

Area B

Water delivery/supply and chlorine monitoring work continued at Rollo McClay Community Park throughout the summer. The field mowing contract remains underway. Dugout benches were replaced at the ballfield, and the concession building and dugouts were painted.

Regulatory parking signage was replaced at El Verano boat launch following a theft/vandalism incident, and beach access stairs at several sites were inspected for damage and wear and tear.

At Hummingbird Community Park staff removed and rebuilt the landing for the beach access stairs. Site assessment and signage planning work was started for the parks and trails in the Whalebone Parks area. Survey work will be ordered in September to clarify property lines along some sections of the trails connecting the parks.

Illegally dumped garbage was removed from Huxley Community Park.

Staff worked with a Landscape Architect consultant to prepare detailed construction drawings and costing for the proposed phase 1 construction / upgrades for Huxley Park and prepared a grant application for the Canada 150 Infrastructure grant. If the grant application is successful Phase 1 construction would include the replacement of the sport court perimeter dasher boards, tennis court resurfacing, a new community plaza and site preparation for the playground.

Staff assisted the Islands Trust with an inquiry regarding waterfront at the bottom of Brickyard hill. Staff also assisted an Islands View Drive waterfront resident with undeveloped road allowance and trail bisecting property. GaLLT contacted and dealt with landowner to rectify erroneous community directional signage to access.

The Licence of Occupation renewal (30 years) for Joyce Lockwood was received from the Province and processed for signature.

Area C – Extension

At Extension Miners Community Park staff completed trail brushing and clearing work. At Nanaimo River Canyon staff made several site visits, removing garbage and a rope swing. GIS staff GPS'd the park trails and a park regulatory sign was also installed.

Staff met with a representative from the Extension Recreation Commission to discuss potential site layout options for the installation of new playground equipment next to the Extension Community Hall. RDN Parks holds a Permit to Construct Works with MOTI as the playground will be located on undeveloped MOTI road allowance. The Commission has already purchased the equipment and will be doing the installation. Park staff along with GIS staff relocated the boundary pins for the work area.

Staff investigated a water storage tank proposal by the Cranberry Fire Department, including a site visit and meeting with the fire chief. Proposal review will continue following formal plan submission by the fire department.

A final draft of a memorial sign commemorating the opening of Extension Miners Community Park was completed by staff in August with approval from the area director. The sign will be printed in September and installed in October 2015.

In August, final approval from the federal and provincial governments was received on a draft plaque recognizing Community Works Fund contribution for improvements completed in Extension Miners Community Park in 2014. The plaque will be manufactured in September and installed in the fall.

Area C – East Wellington / Pleasant Valley

Trail brushing, tree pruning, garbage collection, and sign replacement work was carried out at Ander's and Dorrit's Community Park.

Staff prepared and distributed the June 22nd Electoral Area C POSAC meeting agenda package, attended the meeting and reviewed the meeting minutes.

Staff met with horticulture contractor at Anders and Dorrits Park in June and August to discuss required weeding of ornamental flower beds and pruning of trees and shrubs to be completed in late summer and autumn.

In August, design options and cost estimates for an outdoor toilet in Meadow Drive Community Park were compiled by park staff for presentation to POSAC in October.

Area E

Staff carried out a large volume of trail brushing, clearing and garbage removal work at Park Place, Blueback, Jack Bagley, Stone Lake Drive, and Brickyard Community Parks.

Staff continued to work with the Landscape Architecture consultant to refine the concept plan for Blueback CP. Staff met with MOTI staff regarding the planned reconfiguration and expansion of the existing parking area and worked with a civil engineer to design a drainage system for the park. The brushing of the blackberry bushes from the site was completed. Park Staff conducted bird surveys prior to brushing blackberry at the park. Stems that were missed by the contractor due to their proximity to stumps and rock were weed-wacked by Park Staff. Garbage was also removed. A plant restoration plan was completed by staff in August with planting by a contractor anticipated in October 2015. The plan includes approximately 20 Douglas-fir and 20 native alders for forest regrowth.

Area F

At Meadowood Community Park staff performed weekly watering of newly planted trees, installed two new cedar picnic tables, painted the basketball court key and installed new park signage. Throughout the summer the Recreation and Parks Department dealt with numerous and significant vandalism issues. Damage to the playground, toilet, privacy surround, fencing, signs and picnic tables is being regularly sustained and then repaired by staff and contractors.

Along Arrowsmith Community Trail staff completed brushing and clearing work.

At Errington Community Park (and Farmer's Market) staff installed numerous new trail identification signs, conducted hazard tree removal work, and brushed and cleared walking trails. Staff also met with a contractor to get a quote on improving the roadside parking along Veterans Rd.

A significant amount of trail brushing work was completed at Malcolm Community Park. Garbage removal, new signage installations and site inspections were carried out at the newly-acquired French Creek School Community Park.

Staff met with a teacher volunteer to review the proposed interpretive trail signage plans for the Errington School Trail. The project was spearheaded by the Errington Elementary School and was funded through their successful grant writing campaign. The signs were designed and installed by local community volunteers.

Staff attended and helped with the Meadowood Community Park Official Opening Event on June 22nd.

Staff prepared and distributed the June 10th Electoral Area F POSAC meeting agenda package, attended the meeting and reviewed the meeting minutes.

Area G

At Neden Community Park staff removed old fencing along Neden Road, and installed an arbour/entrance and new cedar split rail fence along Neden Road and Wembley Road. The original, volunteer-built park identification sign was removed, sanded, refinished and reinstalled.

Regular park and bike jump inspections and garbage removal work was conducted at Columbia Drive-Community Park. At Lee Road Community Park trail brushing and tree pruning and removal work was carried out. Fence repair and maintenance was also dealt with. At Miller Road Community Park staff cut and decommissioned a drainage pipe adjacent to French Creek, and conducted trail brushing and clearing. At Barclay Bridge staff brushed the trail and conducted bridge maintenance work. Trail brushing, improvements and garbage removal work as completed at Dashwood Community Park.

Staff met with BC Hydro on site at River's Edge Community Park to discuss removal of a large amount of Scottish Broom along the utilities corridor adjacent to the park's northern boundary.

Staff prepared and distributed the June 29 Electoral Area G POSAC meeting agenda package, attended the meeting and reviewed the meeting minutes.

Area H

A seating bench was repaired and refinished at Baywater Road beach access. A new concrete slab is scheduled for installation in the fall

Staff continued to liaise with Ministry of Forests Coastal Fire Base regarding the ongoing forest fire abatement project underway at Oakdowne Community Park. Several new signs were installed at the park, to replace vandalized/stolen ones. Trail brushing and inspection work was also carried out.

Sill and approach work/improvements were carried out adjacent to the two new pedestrian footbridges recently constructed at Islewood Community Park, along with signage installations.

At Henry Morgan Community Park a new portable toilet and privacy surround wall was constructed. Logs and timber frame components at this playground were refinished/restained.

Trail and site brushing and garbage removal work was carried out at Sunnybeach Road, Wildwood, Crane Road, Rose Park, and Nile Road Community Parks. At Shoreline Dr. new stairs were constructed and are now being protected by lock blocks.

At Leon Road staff responded to a neighbor complaint regarding tree removal, upon visiting staff inspected property pin location and determined no violation was committed.

Staff reviewed existing signage at the following Area H water access sites: #47 (Deep Bay Dr), #42 (Shoreline Dr), #36 (Buccaneer Beach Rd), #31 (Bowser Rd), #24 (Nile Rd), #23 (Crane Rd), #18 (Sunny Beach Rd), #17 (Baywater Rd), #11 (Alert Rd). Park staff also designed public access signs and installed them at 9 existing accesses.

Park staff created signs for volunteers to install at the Big Qualicum River Hatchery. Staff worked with the Electoral Area H Director, community trail volunteers, Woodlot manager and MFLNRO Recreation Officer on community trails project. Community trail operations on Crown lands was clarified.

Staff prepared and distributed the June 9th Electoral Area H POSAC meeting agenda package, attended the meeting and provided the meeting minutes.

Staff corresponded with the Lighthouse Slo Pitch Association regarding their desire to improve the fields at the Lions Community Park.

Staff worked with POSAC members to plan the upcoming Centennial Community Park Open House on September 18th. Posters, postcards and other additional advertising material were developed and distributed.

Staff discussed Oakdowne Community Park and Oakdowne Adjunct II trails outstanding licence renewals with the Province. The process for expanding the trails licence over two parcels to full licence over five parcels was explored.

Community Works Projects

Area B

Staff continued to work with Village Way contractors on the project design. Additional survey and civil engineering was obtained. A site meeting was held with contractors and the Electoral Area Director to review plans for the 1.5 km path course, in particular as concerns drainage from North Road. Another site meeting was held with the Director and the Village Vision group in regard to community participation in the second phase of project involving amenities. Ongoing meetings were held with the contractor and the civil engineer. The draft final design has been received.

Staff worked with the Gabriola Island Softball Association to plan a new playground at Rollo McClay Community Park. The RDN will provide matching funding of \$12,000 for the project through the Electoral Area B Community Works Fund.

Area E

Park Staff conducted bird surveys prior to thinning the corner of Claudet and NW Bay to improve intersection sight lines.

Area F

A resolution was prepared for Board approval of funding to carry out Price Rd Trail (Arrowsmith Community Trail 4).

Regional Significant Gas Tax Project

E&N Rail Trail

Work continued with the planning for the trail. It was clarified that the scope of the trail from Springwood Park to Coombs will end at Station Rd in Coombs. Staff worked regularly with the project management consultant on plan development and conclusion on approach to the Romney Creek crossing (gabion wall). A Statutory Right of Way required for the trail was concluded and registered with Land Titles. 'Ready for approval' drawings were received and reviewed. Plan review and the final approval process was initiated with SVI/ICF, MoTI, RDN Planning, MFLNRO and the ALC. Staff Prepared for and attended meeting with Area F and G Directors in regard to project financing.

Regional Parks and Trails

Arboretum

Park staff conducted park inspections, removed garbage, removed an old fence and conducted trail maintenance.

Arrowsmith CPR Regional Trail

Further to direction from Island Timberlands, the trail was closed to the public through July and August.

Benson Creek Falls Regional Park

Park staff conducted park inspections and trail maintenance and installed bridge number signs.

Benson Regional Trail

Staff liaised with the Nanaimo Mountain Bike Club on the planning of trail to link Westwood Lake Park in the City of Nanaimo with the Witchcraft Lake Regional Trail trailhead (which connects to Mount Benson Regional Park) and the Ammonite Falls Regional Trail (which connects to Benson Creek Falls Regional Park). Staff met with the Club to review their proposed alternate route. Staff liaised with Planning on a s57 referral from MFLNRO for the Club's route and the City of Nanaimo regarding the club's proposed water crossing on City property.

CPR Regional Trail

Park staff installed a new kiosk at the CPR trailhead to replace the old kiosk.

Big Qualicum Regional Trail

Park staff conducted trail inspections and met with DFO staff regarding trails. Signs have been designed and produced.

Coats Marsh Regional Park

Park staff visited the park to assess the location of a future trail along the south side of the lake. The plans for the trail were discussed with the Natures Trust and approval for the trail needs to be obtained from staff at the ECO gifting program. Once approvals are in place, construction will begin.

Descanso Bay Regional Park

Staff delivered RDN tents for Park Operator's 7th Annual Oceans Day and provided event posters and keepsake buttons.

The 2014 financial and occupancy report was received from Park Operator and reviewed. Staff met with the Operator and obtained a more detailed expenditures report for the last five years for use in the upcoming Park Operator RFP.

Staff arranged for a reprint of the park brochure and worked with the Park Operator to clarify how specific sites are booked.

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. Staff worked with the volunteer park warden, Bylaw Services and Animal Control Services on pursuit of dangerous dog complaint.

Staff worked with the Hatchery Manager/Park Caretaker and DFO to see extra flow and temperature monitoring conducted in the side channel given the severe drought conditions. Staff liaised with BCCF regarding low main stem water levels and exposed large woody debris structures. The Hatchery Manager/Park Caretaker dealt with a break in at the Hatchery buildings and theft of small equipment.

A contractor conducted service road improvements as the hatchery bridge has now been closed by the means of a bollard.

Park staff installed bridge number signs.

Horne Lake Regional Park

Park staff conducted park inspections. Staff installed barriers to stop ATV traffic and new Bear proof garbage cans were delivered to site.

Staff installed a bollard in South Park (Ridgeview trail) and filled potholes throughout park as requested by RLC

Lighthouse Country Regional Trail

Park staff conducted trail inspections and trail maintenance. Park staff installed bridge number signs. Staff responded after storm events, clearing large fallen tree across trail and removed debris from trail.

Little Qualicum River Estuary Regional Conservation Area

Staff liaised with BCCF, QB Streamkeepers and DUC on watering and monitoring of vegetation plantings along the fish channel. Staff provided QB Streamkeepers with honorarium for assistance at spit with watering as well as invasive species removal.

The draft report on Canada Geese (CAGO) was received from the Guardians of the Mid-Island Estuaries. The Guardians are invited to present findings at the September Board. Staff investigated, obtained and reviewed detailed background material on CAGO work within the Capital Regional District.

Little Qualicum River Regional Park

Staff continue to repair vandalized items and remove fire rings in the park. Fortunately the pins on the gates are still securing access however the concrete barriers have been removed allowing access once again. Staff will replace missing barriers.

Moorecroft Regional Park

Park staff met with a representative from the Moorecroft Stewards (a five-member community group working to promote Moorecroft and support RDN initiatives), to provide an update on park projects.

In August, staff met with the curator from the Parksville Museum to discuss the possible relocation and/or management of Ms. Moore's Cabin by the museum. The proposal will be reviewed by the museum Board in September.

Park staff conducted park inspections and trail maintenance. Park staff have built a couple of split rail fences, one is for safety at Mrs. Moore's and the other to protect the ecologically sensitive area at Skipsey Lake.

Morden Colliery Regional Trail

An application for a 30-year Lease of the seven Crown parcels that constitute the Morden Colliery Regional Trail was completed on July 31 by park staff. The application required the submission of 25 files including a management plan outlining proposed development within the MCRT, location maps, detailed site plans, photos, legal surveys, title searches and First Nations correspondence.

Mount Benson Regional Park

Further to a May meeting with NALT and with feedback from the lawyer, staff updated the draft covenant. Staff worked with the GIS department on a covenant map and submitted the updated covenant to NALT for review and discussion in September.

Staff met with the volunteer park warden and provided him with a digital camera to use on almost daily trips up the mountain.

Nanaimo River Regional Park

Park staff conducted park inspections and trail maintenance. Staff removed large piles of broom from random volunteer efforts.

Ammonite Falls Regional Trail

Trail signage was installed in June.

Trans Canada Trail

Staff liaised with MoTI concerning upcoming changes to the property management of the DL 20 gravel pit property through which runs TCT route.

Witchcraft Lake Regional Trail

Staff removed graffiti from the kiosk.

Fairwinds Lakes District - Regional Park Management Plan

The final Management Plan for the Fairwinds Lakes District Regional Park was completed by staff and submitted for Regional Parks and Trails Select Committee and Board review in June along with a staff report. The plan was officially approved in principal on June 23, pending submission of the final Enos Lake Protection and Monitoring Program (Appendix E of the management plan) by the developer.

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.

Seasonal campfire/smoking and hazard warning signs were posted, in accordance with notifications received from Ministry of Forests and local fire protections agencies. Staff prepared media notices, Park page updates and social media posts regarding the wildfire risk, the ban of campfires at both campgrounds, the smoking ban at all parks and trails, and the closure of the TCT and Arrowsmith CPR Regional Trail due to wildfire risk. Staff researched the approach that other local governments were taking to deal with the wildfire risk in their parks and participated on an RDN committee regarding the dry summer.

Staff attended internal training on Sharepoint, the new budgeting software and participated in a webinar on Emergency Planning for large events.

Park staff worked with GIS staff to create printable PDF's on our website. This is being reviewed before making it open to the public. Park Staff and GIS staff continued to collect data for mapping purposes and Community Park inventory purposes.

Park staff began developing the 2016 budget. The year-end projections were calculated and staff assembled the work plan for 2016. Budget development will continue through the fall.

Parks and IT staff have met and begun the work of moving Parks files to Sharepoint folders. Staff are currently cleaning out old files and will merge the two existing parks filing systems: the parks operations folders and the folders that were used for Oceanside Place staff.

Staff prepared park pages for the Fall/Winter Active Living Guide and assisted Recreation staff with the Island Timberlands Blog and adult hike program planning. Staff worked with Eyes on BC writer on article about Top Bridge area trails and arranged for distribution of the Regional Parks and Trails Guide to Nanaimo, Parksville and Qualicum Beach Info Centres, along with Ravensong and OP.

A template for a Project Information Sheet was completed by park staff in June as a way to standardize organization and documentation of tasks, responsibilities and budgeting for each park project. Completed sheets will also serve as a quick reference to staff members unfamiliar with the project.

Staff continued work on the community park name and civic address confirmation project. Statistics were updated for community parks.

Staff prepared a letter of support for Tourism Vancouver Island in their bid to ICET for funding to support Phase II of the VI-Sunshine Coast Trail Project.

Staff continued to work on acquisition files for both Regional and Community Parks. Potential parkland was visited and assessed, meetings were held, agreements were drafted and future investigations were initiated on several files.

Park staff ordered road signs for some of the parks. Permission was obtained by MOTI via permit.

Park playground inspections were carried out to meet Canadian Standards Association requirements.

Park Use Permits and Events

Parks permits approved and in process include:

Area A

- Held site meeting with the Nanaimo Skateboard Association regarding the September fundraiser at the Cedar Skatepark; concluded on permit conditions and approved permit.

Area B

- Approved a park use permit for a wedding at Descanso Bay Regional Park.

Area C

- Concluded permit with MFLNRO for a hydro-climatic monitoring station at Mount Arrowsmith Massif Regional Park; obtained actual location information.
- Worked with Nanaimo group on permit for a Nepal fundraiser involving Westwood Lake and a run up to the top Mount Benson.
- Concluded work with Backcountry Horseman group on permit for Pipeline section of TCT; permit approved.
- Dealt with and approved a permit for the National NDP party in regard to a media event at the park entrance sign for Benson Creek Falls Regional Park.
- Addressed and declined a permit request by the Mid-Island Velo Association to set up a bike course at Anders and Dorrit's CP for a series of evening events. Group referred to POSAC to discuss such a use.

Area E

- Concluded park use permit for QF's annual Teddy Bear Picnic at Jack Bagley Field. Liaised with Legislative Coordinator regarding associated permits.
- Worked with seniors group on permit for use of Vesper Pt picnic area; permit approved.

Area F

- Concluded permit for Arrowsmith Community Recreation Association and Coombs Community Picnic at French Creek School Community Park; assisted group with site access.
- 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

- Arranged park use permit with Nanoose Heart and Stroke for park and hatchery visit.
- Liaised with Hatchery Manager regarding WaterSmart Gr IV/V classroom visit.

Area H

- Approved permit for Mid-Island Bluegrass Society's Festival at Lions Community Park; liaised with Legislative Coordinator for additional permits.



Manager of Parks Services



General Manager Concurrence

ROLLO McCLAY PLAYGROUND - SITE LOCATION

September, 2015



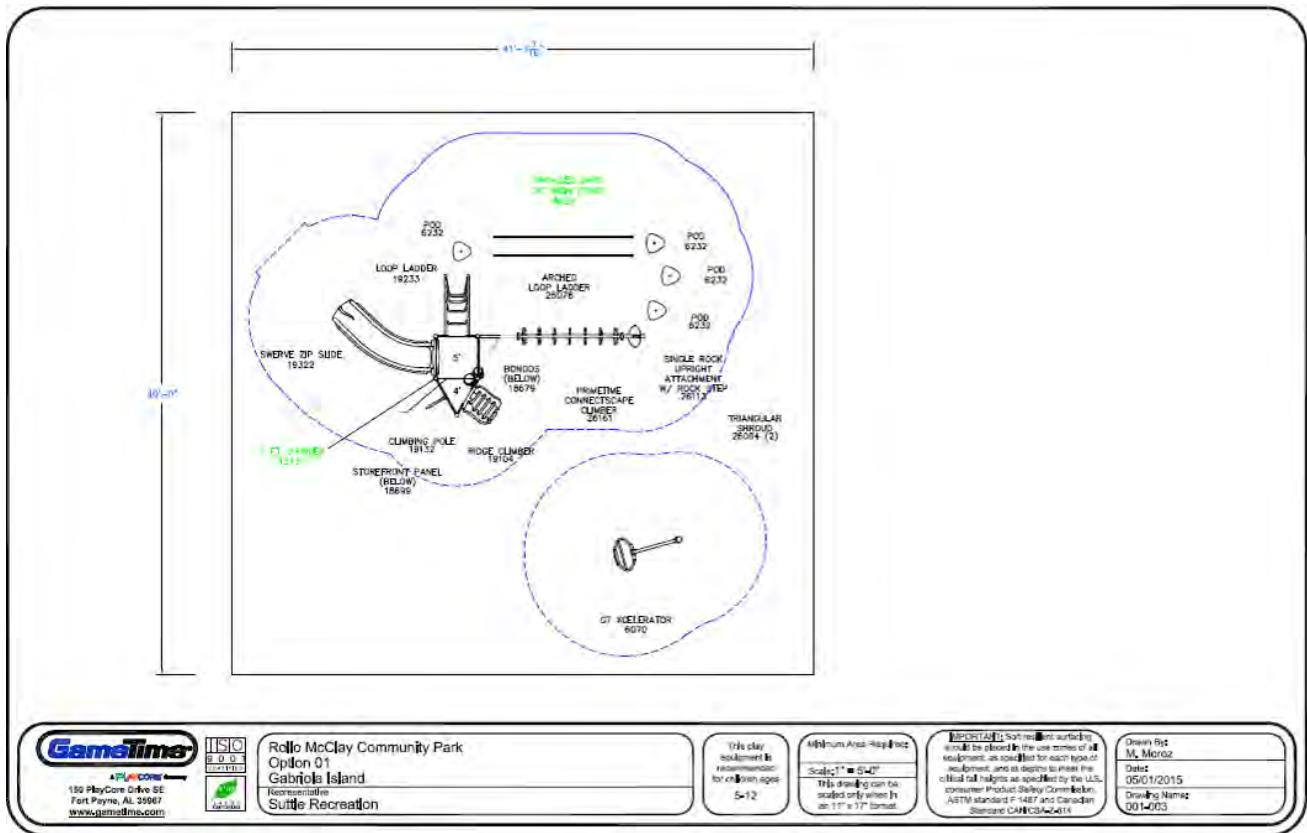
Playground Equipment Proposal for Regional District of Nanaimo Rollo McClay Community Park



Option 3



Playground Equipment Proposal for Regional District of Nanaimo Rollo McClay Community Park



Rollo McClay Community Park
Option 01
Gabriola Island
Representative
Suttle Recreation

This play
equipment is
recommended
for children ages
5-12

Minimum Area Required
Scale: 1" = 5'-0"
This drawing can be
scaled only when in
an 11" x 17" format

IMPORTANT: Softfall must be installed under the use zones of all equipment, as recommended for each type of equipment, and as depths to meet the critical fall heights as specified by the U.S. Consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA 6414

Drawn By
M. Moroz
Date:
05/01/2015
Drawing Name:
001-003

Option 4



September 21, 2015

Playground Equipment Estimate
Regional District of Nanaimo
Rollo McClay Community Park
Quote Number – 1889-4

Attn: Elaine McCulloch
EMcCulloch@rdn.bc.ca

Item	Description	Quantity
4628	Parallel Bar 36"	1
6070	GT Xcelerator, F/S	1
6232	Pod (1'-0")	4
G12025	3 1/2" Uprt Ass'Y Galv 10'	1
G12026	3 1/2" Uprt Ass'Y Galv 11'	3
G12068	3 1/2" Uprt Ass'Y Galv 13'	1
12437	12" Barrier	1
18200	36" Sq Punched Deck P/T 1.3125	1
18201	36" Tri Punched Deck P/T	1
18679	Bongos	1
18699	Storefront Panel 36"	1
19104	Ridge Climber	1
19132	Climbing Pole (4' & 4'-6")	1
19233	Loop Ladder (5')	1
19322	Swerve Slide	1
26078	Arched Loop Ladder Overhead	1
26094	Triangular Shroud	2
26113	Single Rock Upright w/Rock Step	1
26161	5'-0" ConnectScape Climber	1

Equipment Subtotal **\$ 13,373.00**
FOB Gabriola Island

Supervised Installation (Incl. layout of holes)	\$ 2,200.00
Associated site work	by others
Incl. Drilling of holes	
Supply / Delivery of Engineered Wood Fiber (EWF)	\$ 4,390.00
EWF Manufacturer price increase as of August 2015	\$378.00

Quote valid for 30 days / Based on drawing: CUST_RolloPark_001-004



SUTTLE RECREATION

Parks and Playgrounds

Installation of EWF	by others
Supply / Install Boarder	by others
Fencing	by others
Site clean-up / Remove & Dispose	by others
Subtotal	\$ 20,341.00

GST	\$ 1,017.05
PST	\$ 1,269.87
TOTAL:	\$ 22,627.92

Quote valid for 30 days / Based on drawing: CUST_RolloPark_001-004

Electoral Area B - Community Parks and Trails

Park Naming & Civic Address Update

October 2015

PURPOSE: to review the names and civic address of all community parks and trails in Electoral Area B to ensure clarity in location for emergency response and wayfinding.

Property	Current Name	2015 Updated Name (Proposed)	Current Civic Address	Update Civic	Old Park #
1	Malaspina Galleries		99 Malaspina Dr	x	B1
2	Town-Ho	Town-Ho End	1463 Town-Ho End		B2
3	Moby Dick	Captain Ahab Terrace	1486 Moby Dick's Way	x	B3
4	Whalebone 1	Bluewhale	1574 Whalebone Dr		B4
5	Whalebone 2	Hummingbird	1612 Whalebone Dr		B5
6	Whalebone 3	Pequod Crescent	1645 Whalebone Dr		B6
7	Whalebone 4	Quequeg Place	1656 Whalebone Dr		B7
8	Tashtego	Blue Heron	1748 Tashtego Cres		B8
9	Clamshell		1961 Clamshell Dr		B9
10	South Rd west	South Road	2061 South Rd		B10
11	Fleet St	The Strand	1220 Fleet St	x	B11
12	Stalker Rd		1888 Stalker Rd		B12
13	The Strand		1185 The Strand		B13
14	Rollo McClay		1130 McClay Way		B14
15	South Rd east	Coast Road	3045 South Rd	x	B15
16	Joyce Lockwood		1808 Whalebone Dr		B16
17	Mudge Is -- Sea Fern	Sea Fern Lane	1103 Sea Fern Lane	x	B17
18	Petroglyph Trail		2525 Petroglyph Way		B18
	split into two?				

19	Coats Dr e	707	1412 Coats Dr (e)	x	B19
20	De Courcy - Cardale 1	Link Bay	no civics on De Courcy		B20
21	Cox		550 Taylor Bay Rd		B21
22	Link Bay n	Link Bay	no civics on De Courcy		B22
23	Link Bay s	Link Bay	no civics on De Courcy		B22
24	Coats Dr w	707	1412 Coats Dr (w)	x	B23
25	Decourcy Dr western parcel	Decourcy Drive	Decourcy Dr	x	B24
	Decourcy Dr eastern parcel	Pilot Bay		x	
26	Hyham	Stalker Road	Hyham Rd	x	B25
27	707		North Rd	x	B26
28	De Courcy - Dunlop	Dunlop Lane	no civics on De Courcy		B27
29	De Courcy - Dunlop Flewett Trail	Dunlop Flewett	no civics on De Courcy		B28
30	De Courcy - Cardale 2	Cardale Road	no civics on De Courcy		B29
31	Seymour	Seymour Road	Seymour Rd	x	B30
32	Descanso Bay Rd GI26				
33	The Strand GI87		between 1200 and 1206 The Strand		
34	El Verano GI38		Narrows Rd		
35	Spring Beach GI44		Spring Beach Dr		
36	Tinson Rd GI11				
37	Decourcy Rd GI15				
38	Decourcy Rd GI14				
39	Paisley Place			x	B31
40	Huxley		585 North Rd	x	B32