

REGIONAL DISTRICT OF NANAIMO

**EAST WELLINGTON AND PLEASANT VALLEY
PARKS AND OPEN SPACE ADVISORY COMMITTEE
MONDAY, MAY 30th, 2016
6:00 PM**

(East Wellington Fire Hall, 3269 Jingle Pot Road)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

Motion to receive late delegation.

MINUTES

3-4 Minutes of the East Wellington and Pleasant Valley Parks and Open Space Advisory Committee Meeting held February 29, 2016.

Motion to adopt the Minutes.

BUSINESS ARISING FROM THE MINUTES

UNFINISHED BUSINESS

REPORTS

5-25 Monthly Update Regional and Community Parks and Trail Projects – February-April 2016

Meadow Drive Community Park upgrades (verbal)

Creekside Place Parking (verbal)

Motion to receive Reports.

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

Anders and Dorrit's Community Park planning and design (verbal & hand out)

COMMITTEE ROUND TABLE

ADJOURNMENT

Motion to adjourn.

NEXT MEETING

October 24th 2016
6:00pm
East Wellington Fire Hall

Distribution: M. Young (Chairperson), R. Heikkila, B. Erickson, D. Cawthorne, J. Wilson, L. Boon , C. Pinker (*Alternate*)
T. Osborne, W. Marshall, E. McCulloch

REGIONAL DISTRICT OF NANAIMO
MINUTES OF THE EAST WELLINGTON AND PLEASANT VALLEY
PARKS AND OPEN SPACE ADVISORY COMMITTEE
REGULAR COMMITTEE MEETING HELD
MONDAY, FEBRUARY 29, 2016
6:00pm

(East Wellington Fire Hall, 3269 Jingle Pot Road)

Attendance: Director Maureen Young, Chair
Judith Wilson
Rick Heikkila
Bruce Erickson
Doug Cawthorne

Staff: Lesya Fesiak, Park Planner

Others: Charles Pinker, Alternate Director, RDN
Bernice Lind, Resident

Regrets: Leo Boon

CALL TO ORDER

Chair Young called the meeting to order at 6:01 p.m.

ELECTION OF SECRETARY

Bruce Erickson was elected as secretary.

DELEGATIONS

None

MINUTES

MOVED R. Heikkila, SECONDED J. Wilson that the minutes of the East Wellington and Pleasant Valley Parks and Open Space Advisory Committee regular meeting held October 26, 2015 be adopted.

CARRIED

REPORTS

Monthly Updates of Community Parks and Regional Parks and Trails Projects - Oct 2015 – Jan 2016

Horticultural crews will continue maintenance on beds at Anders and Dorrit's Community Park.

Meadow Drive Community Park Upgrades

The Committee was updated on the contract for the picnic shelter which was awarded to Pickles Timber Frame. Also discussed was whether the picnic tables should have a barbecue addition on one end. Both the toilet and a bench have been ordered. The bench will be placed on a cement pad.

MOVED J. Wilson, SECONDED R. Heikkila that the reports to be received for information.

CARRIED

NEW BUSINESS

Anders and Dorrit's Community Park planning and design (verbal)

L.Fesiak provided a summary of the conceptual design and plant inventory work completed in the park to date. Committee members were encouraged to visit the park before the next POSAC meeting when the next stages of park design and development will be discussed.

ADJOURNMENT

MOVED R. Heikkila, SECONDED J. Wilson that the meeting be adjourned at 7:15 p.m.

CARRIED

Chairperson

TO: Tom Osborne
General Manager of Recreation & Parks

DATE: March 16, 2016

FROM: Wendy Marshall
Manager of Park Services

MEETING: D69 Recreation Commission –May 31,2016
All POSAC's, RPTSC

FILE:

SUBJECT: Monthly Update of Community Parks & Regional Parks and Trails Projects- February 2016

RECOMMENDATION

That the Parks Update Report for February 2016 be received as information.

Regional and Community Parks and Trails

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

Electoral Area Community Parks

Area A

Park staff continued design revision work for the future kiosk structure at Cedar Plaza scheduled for installation in Summer 2016.

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

Hazard tree management investigation continued for Ivor Road Community.

At the Cedar Skatepark staff removed dumped garbage and completed a park inspection. Staff are currently investigating a drainage issue around the toilet.

Area B

Staff provided information to the Gabriola Lions Club to support their Coop Community Spaces Grant application for the construction of a playground at Huxley Park.

Staff prepared a report to POSAC to provide information with respect to the consideration of a 5% park land dedication or cash-in-lieu contribution as part of a subdivision application proposing to create 7 fee simple parcels at 1520 McCollum Rd.

At Rollo McClay Community Park staff and the RCMP are involved in the investigation and repair of ongoing vandalism and graffiti issues. Following receipt of cost estimate information, chain link fence improvement (raising) work for the lower field is planned for the spring. Ongoing maintenance work and chlorine monitoring of the water system was carried out.

Staff met with community volunteers (Gabriola Land and Trails Trust (GaLTT)) regarding trail maintenance, drainage and signage work for Cox Community Park. This work is expected to commence in the spring.

Staff have contracted the removal of three hazard trees at Decourcy Drive Community Park. This work will be completed in March.

Staff received a price estimate for pressure washing of the tennis courts, ball hockey court and skateboarding area at Huxley Community Park. This work is scheduled for early March.

Area C – Extension

Park staff completed revision work for a memorial sign in Extension Miners Community Park which will be installed in the spring of 2016.

At Extension Miners Community Park staff made improvements to drainage around the new stairs and bridge.

Area C – East Wellington / Pleasant Valley

At Creekside community park staff removed garbage from the parking lot.

Staff reviewed conceptual drawings for a future picnic shelter in Meadow Drive Community Park and met with the project contractor on site.

Staff prepared and distributed the February 29th East Wellington / Pleasant Valley POSAC meeting agenda package, attended the meeting and reviewed the meeting minutes.

Area E

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

A biologist was contracted to carry out an ecological inventory and assessment of the future community park on Oakleaf Drive. Assessment work will begin in March.

Staff provided parks feedback regarding two rezoning referrals received from the RDN Planning Department.

At Brickyard the bollard was painted safety yellow.

Parks staff investigated a tree removal issue in a community park and are following up with the Bylaw Department.

Area F

Additional gravel and grading work was ordered and completed at Errington Community Park, making further improvements to the recently developed roadside parking area. Staff also liaised with a park neighbour regarding planned survey work and trail access.

Area G

Staff prepared and distributed the March 7th Area G POSAC meeting agenda package.

Staff reviewed parkland dedication proposals related to Area G subdivision and rezoning applications.

Area H

At Thompson Clarke Trail park staff removed moss from the stairs.

At Henry Morgan the paths were weeded and the wheel stops were leveled.

At the Deep Bay beach access boards were replaced on the bench.

At Leon Marshall trail staff met with Branching out Urban Forestry to do a tree assessment along the trail.

At the Buccaneer beach access staff repaired the bench and cleaned garbage.

At the Big Qualicum River Hatchery directional signs are being installed on federal land.

Staff prepared and distributed the February 25th Electoral Area H POSAC meeting agenda package, attended the meeting and prepared meeting minutes.

Staff prepared the Dunsmuir Community Park Open House Community Consultation Summary.

Community Works Fund Projects**Area B**

Staff researched examples of sidewalk projects completed elsewhere on Vancouver and Gulf Islands.

Area E**Claudet**

At Claudet Road community park staff are continuing to make drainage improvements along the trails. Trails and parking area were grass seeded. Rebar was removed from the old foundation for safety purposes.

Regional Significant Gas Tax Project**E&N Rail Trail**

Working with project engineer, staff concluded the final revisions to the Island Corridor Foundation (ICF) and Southern Vancouver Island Rail (SVI) submissions. Gravel specifications were review by an ex-Ministry of Transportation and Infrastructure (MOTI) road builder and these were forwarded and accepted by the ICF review engineer. Staff researched hydro-seeding specifications and the handling of merchantable timber and obtained an updated RDN Insurance Certificate to cover the Coldwater Rd strata Statutory Right of Way (SRW). Tender documents were updated, reviewed and revised and 'issue for tender' drawings prepared. The invitation to tender was sent to five pre-qualified firms with tenders due March 17th. Staff liaised and attended a site meeting with ICF and the Alberni Pacific Railway group concerning safety protocols along the Alberni Line during trail construction, and the Coombs-end start of the Regional Rail Trail.

Regional Parks and Trails**Arboretum**

Staff cleared illegally dumped garbage around the entrance gate and fence at this site.

Beachcomber Regional Park

Park staff conducted park inspections and trail maintenance. Park staff removed a rope swing from a tree.

Benson Creek Falls Regional Park

Security patrols took place on Feb 6 and 7 enforcing parking at the Creekside parking lot. No issues were reported.

Coats Marsh Regional Park

Trail development work at this park continues to be on hold due to weather conditions.

Descanso Bay Regional Park

The Parks Operator Contract was awarded to Jim Demler who has held the contract since 2004 when the property became an RDN Regional Park. Staff introduced the Park Operator to the Greater Nanaimo Cycling Coalition in regard to developing alternate transportation, i.e., come by cycle or kayak, camping event at the Park in the fall. Staff liaised with the Park Operator concerning a planned SHAW video interview involving GalTT and concerning trails at the Park and in Cox Community Park.

Staff submitted advertisement copy to be featured in the "Great Stays" section of the Snowbirds and RV Travelers magazine.

A change room has been constructed at the park. This added amenity will provide for an improved visitor experience for the day use area.

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 repaired footbridge and relocated due to high water flooding.

Staff requested MoTI look into the installation of 'no camping' signs at the end of Allsbrook Rd, further to complaints from park neighbours.

Staff worked with GIS Mapping on the clarification of park boundaries and definition of the Parksville Qualicum Beach Wildlife Management Area (PQBWMA).

Horne Lake Regional Park

Park staff conducted park inspections. Staff demoed the old gazebo in north park. The area was leveled and grass seeded. A hazard tree assessment was completed with RLC Parks Services, the park operator, for the park. Staff marked future campsites with RLC. The forest fire centre visited the site. Trees that have to be removed for the future campsites will be removed by them giving them a training opportunity for firefighting. The majority of trees that will be removed are dead or immature, minimal removal was the primary consideration.

Staff submitted advertisement copy to be featured in the "Great Stays" section of the Snowbirds and RV Travelers magazine.

Lighthouse Country Regional Trail

Park staff conducted trail inspections and trail maintenance. Staff spread grass seed along the fence and bank at Lioness parking area. Staff also removed moss from the guide rail.

Little Qualicum River Regional Park

Vandalism and vehicle access continues to be an issue at this park. Additional barricade work is scheduled for mid-March. Staff continued with park inspections in the course of monitoring vehicle access, and removed illegally dumped garbage from the gate area. Staff issued access keys to Fisheries and Oceans Canada to allow for policing of fishing and/or poaching activities at the site. This increased monitoring will commence in late spring and continue through the summer.

Staff also met with park neighbours, investigating a trespass issue.

Moorecroft Regional Park

Park staff conducted park inspections and trail maintenance. Staff boarded up Mrs. Moore's Cabin windows due to vandalism. The entrance gate was seriously damaged by criminals during a nighttime police chase. The gate was repaired in short order.

Staff met with members of the Moorecroft Stewards to discuss future Moorecroft projects and allocation of donated funds.

Staff met with the Nanoose Bay Elementary School Principal and Outdoor Classroom Teacher to review the first semester's use of this Regional Park as an outdoor classroom (every Monday). Overall, it is working well. A number of items were identified for both parties to work on.

Morden Colliery Regional Trail

Staff are still awaiting cost estimates for upcoming trail development work along the parking lot to Thatcher Creek section of the trail. Staff also conducted trail clearing and maintenance work along the trail.

A vandalized lexan cover was replaced on the interpretive nature sign/kiosk on the trail.

Mount Benson Regional Park

Park staff cleaned off graffiti from the Park Identification sign at the Witchcraft parking area. A post and trail sign were also cleared of graffiti.

Staff developed a framework for the permitting of running events at Mount Benson Regional Park for discussion at the Regional Parks and Trails Select Committee and Board.

Staff processed the park covenant for execution by all signatories.

Parksville Qualicum Beach Links

A missing PQB Links sign at the corner of Lee and Barclay was reported to MoTI; they will replace it.

Miscellaneous

Staff continued to work on the development of the Parks Division SharePoint set-up. All Parks staff participated in half-day training session hosted by the Information Technology department.

Staff received and reviewed the 2016 Wildfire Response Agreement from the Ministry of Forests, Lands and Natural Resource Operations (MFLNRO). Edits were provided and the final document processed for signature. There was a slight increase to the fee from \$800 to \$1,000.

Staff assisted the Tourism Vancouver Island consultant with preparation for a March Hiking Trails workshop.

Staff concluded work on Parks' component of Spring/Summer Active Living Guide.

Staff continued to provide support regarding two potential regional park property donations.

Park Use Permits and Events

Area A

Staff concluded work on Vancouver Island University's (VIU) 2015 permit to propagate and replant Nanaimo River Regional Park Wild Ginger. Following consultation, staff identified a good place to replant the 25 plants returning to the RDN: along the Morden Colliery Regional Trail. The balance will be planted at VIU's Milner Gardens and Woodland.

Area B

Staff worked with the Gabriola Soccer Association on a park use permit to use the concession at Rollo McClay Community Park, as part of the U-11 Boys Soccer Jamboree. Staff liaised with Gabriola Recreation Society and the Vancouver Island Health Authority. Permit approved.

Initiated work on a permit for the Backcountry Horsemen of BC, Central Vancouver Island Chapter on a fundraiser at the 707 Community Park, and the 4-H Club for Rollo McClay concession use during softball season.

Area E

Initiated work on a permit for a summer wedding at Moorecroft Regional Park.

Area F

Initiated work on a permit with Arrowsmith Community Recreation Association (ACRA) for the 2016 Coombs Family Picnic to be held again at the French Creek School Open Space.

Area G

Initiated work with Department of Fisheries and Ocean (DFO) at Englishman River Regional Park on a permit for the installation of an electronic fish counter at the existing weir near the outtake of the CW Young fish channel.



Manager of Parks Services



General Manager Concurrence

TO: Tom Osborne
General Manager of Recreation & Parks

DATE: April 14, 2016

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- March 2016

RECOMMENDATION

That the Parks Update Report for March 2016 be received as information.

Regional and Community Parks and Trails

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

Electoral Area Community Parks

Area A

Staff worked with project engineers to complete a second round of design revisions for the future kiosk structure at Cedar Plaza scheduled for installation in Summer 2016.

Hazard tree management investigation continued for Ivor Road Community.

Drainage and water infiltration continues to be monitored at the Cedar Skatepark, where staff also repaired a vandalized electrical junction box, removed graffiti, and conducted a park clean up.

Staff removed a large log jam from the Nelson Road boat launch, which was deposited during a storm event.

Area B

VIHA’s 2016 permit to the RDN to operate a water supply at Rollo McClay Community Park was received and posted at the park.

Staff prepared and distributed the March 1st Electoral Area B Parks and Open Space Advisory Committee meeting agenda package, attended the meeting and reviewed the meeting minutes.

Staff worked with community volunteers in the planning of pitching machine at Rollo McClay Community Park. Trail repair and drainage improvements were made. Graffiti was painted over on the Gabriola

Recreation Society building and the concession washroom doors. Water and chlorine level monitoring was carried out.

Following an arborist assessment, several hazard trees were removed from Decourcy Drive Community Park.

Pressure washing work was completed at Huxley Community Park. This included the tennis courts, ball hockey court and skateboarding area.

A damaged signpost was replaced at the Jeannette Road entrance to the 707 Community Park.

Area C – Extension

Staff coordinated site work completed by a landscape contractor in preparation for hydroseeding in April.

Staff completed draft designs for plaques acknowledging donated funds and labour for the covered footbridge in Extension Miners Park. The plaques will be manufactured in April.

At Nanaimo River Canyon Community Park staff removed a large volume of illegally dumped garbage.

Area C – East Wellington / Pleasant Valley

Staff completed a toilet installation plan for Meadow Drive Community Park. Park staff installed a bench and a contractor made the concrete pad.

At Benson Meadows path park staff replaced boulders on the trail which continuously are being removed by dirt bikers. Staff are looking into other solutions.

At Creekside community park staff removed garbage from the parking lot.

Area E

Staff attended a meeting with a biologist at the site of the future Oakleaf Community Park in preparation for biological inventory and environmental assessment work.

At Schooner Ridge Trail staff removed Euphorbia from trail and disposed at Regional transfer station, and installed three new regulation signs/post.

At Blueback CP staff repaired damaged silt fence due to storm event.

At Brickyard CP staff removed garbage and cleared trails of debris.

At Ainsley Stairs staff inspected stairs and cleared debris.

At Stone Lake CP park staff talked to some kids who were reported to be cutting down trees to make forts.

At Carmichael CP trees were removed from the park without formal approval. Bylaw has sent a letter to those responsible.

Area F

Staff prepared and distributed the March 9th Electoral Area F Parks and Open Space Advisory Committee meeting agenda package, attended the meeting and reviewed the meeting minutes.

Staff reviewed the November 26th, 2015 Arrowsmith Community Trails (ACT) Sup Group meeting minutes and updated the ACT map to reflect the proposed trail development priorities.

Staff provided support to the volunteer group regarding the Errington School Community Trail Interpretive Forest Trail entrance signage. The group will provide the signage for RDN staff to install and donate funds towards the installation of a bear-proof garbage can at the school trailhead.

Staff worked with Planning staff to provide comment regarding the rezoning application on Springhill Road.

At the recently developed Cranswick Road trail, staff met with a park neighbour, responding to a complaint of a fallen tree on their fence. Staff removed the tree and repaired the fence.

At Meadowood Community Park staff responded to a vandalism complaint. Staff noted some minor damage to grass area, and conducted a park clean-up. Staff also met on site with the fire chief and applicants of a Park Use Permit for an upcoming Bluegrass Festival. Logistics, health and safety, vehicle access and control, and parking area development were addressed, and will be dealt with this spring during the lead-up to the event.

Area G

Staff prepared and distributed the March 7th Electoral Area G POSAC meeting agenda package, attended the meeting and reviewed the meeting minutes.

Staff completed a site assessment of an undeveloped road right-of-way that extends west of Stanhope Road in preparation for future community trail planning.

At Neden CP staff removed cedar split rail for MOTI road upgrades from Wembley Road access.

At Lee Road CP staff responded to complaint regarding a tree fallen across river, staff spoke to the Ministry of Forest Lands and Natural Resources seeking advice and was advised to leave the tree.

At Boulton CP staff picked up and installed two yards of gravel to alleviate a tripping hazard complaint from park user.

At Riley Road Staff responded to complaint regarding trees on the trail and removed the tree.

Area H

The Crown Licence of Occupation renewal paperwork for Oakdowne Community Park was processed for signature and fee payment further to February Board approval to proceed. A Board report was prepared for Crown Licence of Occupation renewal for Oakdowne Community Park Adjunct II (trails on parcels adjacent to the main park).

Staff provided support to the volunteers working on the Bowser Cultural Learning Space project.

At Sunnybeach staff replaced old boards on a bench.

Directional signage was installed by a contractor and RDN staff at the Big Qualicum River Hatchery.

Community Works Projects

Claudet

At Claudet Road CP staff inspected park drainage and parking area.

Regional Significant Gas Tax Project

E&N Rail Trail

An appeal of the Agricultural Land Commission's requirement to install over 1.5 km of fencing along the boundary of the Island Corridor Foundation (ICF) was successful. Project approval was received from Southern Vancouver Island Railway (SVI) for two proposed pedestrian rail crossings, and from the ICF's consulting engineer for the overall Coombs to Parksville rail trail proposal. Staff worked with ICF and RDN lawyers to refine the proposed Alberni Line compliance Memorandum of Understanding. Tender addenda were provided to the five pre-qualified firms bidding for the construction of the rail trail. Five tenders were publicly opened and later reviewed for completeness and compliance. A report to the April Board was prepared to provide tender results and a recommendation to advance to construction.

Regional Parks and Trails

Beachcomber Regional Park

Staff disassembled park entrance sign re-stained/painted and replaced.

Coats Marsh Regional Park

Staff monitored the marsh level and the operation of the Clemson Pond Leveler at the beaver dam location.

Descanso Bay Regional Park

Staff met on site with the campground operator to assess numerous maintenance issues including hazard trees, campsites, beach access and road conditions. Road grading work is planned for the spring. New park signage and several padlocks were delivered to the park.

SHAW video shoot held at the Park as part of story on GaLLT.

Englishman River Regional Park

Further to the RDN's request and complaints received from residential neighbours, MoTI has installed 'No Camping' signage at the end of paved Allsbrook Rd.

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.

Horne Lake Regional Park

Forest fire centre crews cut trees in the new campsites. Picnic tables were delivered to Horne Lake.

Little Qualicum River Regional Park

Vandalism and vehicle access continues to be an issue at this park. A culvert was replaced and another one was added due to pressure and road damage from beaver damming activity and seasonal high water. ATV and 4x4 vehicle barricades were added and some others improved following ongoing penetration by ATV users. The park identification sign was power washed.

Moorecroft Regional Park

Staff provided the Moorecroft Stewards with design information and confirmation of donated funds in consideration of a proposed entrance kiosk structure.

Park staff conducted park inspections and trail maintenance. Storm damage repair occurred in the park.

Morden Colliery Regional Trail

Staff coordinated garden maintenance work along a section of the MCRT east of Cedar Plaza which included pruning, tree staking, weeding, planting and soil work in preparation for hydroseeding in April.

Staff have now received final cost estimates for upcoming trail development work along the parking lot to Thatcher Creek section of the trail. These trail improvements are scheduled for the spring.

A large volume of donated Wild Ginger was planted along the Morden Colliery Trail in the vicinity of Thatcher Creek. Sign maintenance and pressure washing work was also carried out.

Mount Arrowsmith Massif Regional Park

Following a report from trail users, staff investigated and assessed an eroded section of trail close to the McBey Creek bridge. Signage work to redirect users to an improved trail and brushing was carried out to remedy the problem.

Mount Benson Regional Park

The conservation covenant and associated statutory right of way all in favour of the Nanaimo & Area Land Trust and the Cowichan Community Land Trust was submitted to Land Titles is now registered on the titles of the four park parcels. A draft memorandum of understanding to terminate the 2006 RDN-NALT Contribution Agreement was prepared.

Nanaimo Area Land Trust (NALT) installed new signs at the trail heads. The signs were designed by RDN staff and NALT. NALT, Search and Rescue and RDN met to go over the most recent rescue effort.

Nanaimo River Regional Park

The kiosks, garbage can, and identification signs were power washed. Thin ice/season safety signage was taken down.

Parksville Qualicum Beach Links

MoTI agreed to replace the missing PQBL way-finding sign at the corner of Lee and Barclay.

Trans Canada Trail

The temporary closure of the Extension Ridge Trail section of the TCT was ended by landowner Island Timberlands; notice was posted on the RDN web site. Staff liaised with MFLNRO (Ministry of Forests, Lands and Natural Resource Operations) Enforcement and the Conservation Officer about use of firearms on Crown lands west of the Spruston Rd trailhead area. The activity is not prohibited.

The kiosks at Spruston and Harewood Mines were power washed. The trail closure signage at Extension Ridge was taken down. Staff installed new sign posts at Extension Ridge.

Miscellaneous

Staff executed the copy of the 2016 Wildfire Response Agreement with the MFLNRO covering park and trail situated outside of local fire protection areas submitted to the Province.

Staff met with representatives of the Greater Nanaimo Cycling Coalition to review cycling infrastructure development efforts.

Staff participated in Tourism Vancouver Island's Hiking Strategy Workshop as part of consultant Stantec's work on developing a Sunshine Coast/VI hiking experience plan.

Staff provided a letter of support to the Nanaimo Mountain Bike Club in regard to their grant application to MEC.

Staff continued to assist the Capital Regional District with the use of the Haslam Creek Suspension Bridge engineered plans for a CRD bridge over the Goldstream River, and provided advice on suspension bridge development and maintenance.

Work continued on creating a Parks Sharepoint area and moving existing files into the system. Detailed instructions for inclusion in Parks Division policy were created.

An order for new copies of the Regional Parks and Trails Guide has been placed.

Staff continued to work on two potential regional park property donations.

Material Safety Data Sheet information was updated for the Operations shop.

The mowing and park maintenance contract for several community parks was completed and sent out to the contractor.

Staff developed a draft design for new Community Park entrance signs.

Park Use Permits and Events

Area A

Over 60 young wild ginger plants were put in the ground around the Thatcher Creek Bridge along the Morden Colliery Regional Trail. These plants were propagated under permit to the VIU Horticulture Centre from stock at Nanaimo River Regional Park.

Area B

Issued a park use permit to the 4H Club to operate the Rollo McClay Community Park concession during ball season; VIHA copied. Reviewed Tourism Nanaimo's proposed InstaMeet photography event on Gabriola, so far not involving RDN park properties.

Area C

Began work with Tourism Nanaimo on a permit for an InstaMeet photography event along the Ammonite Falls Regional Trail and into Benson Creek Falls Regional Park mid-May. Addressed parking issues and assisted them with effort to plant in the woodlot or undertake broombusting activities.

Area E

Worked with a groom on a wedding permit application for mid-July at Moorecroft Regional Park.

Area F

Began work with the Bluegrass Society on a festival permit for use of Meadowood Community Park. The festival had been held under permit at Lions Community Park in Area H these last five years. Liaised with Dashwood Fire Chief and event organizers. Site visit scheduled for April 1st.

Area G

Met with the Mid-Vancouver Island Habitat Enhancement Society organizers of the River Run, held annually these last five years at Englishman River Regional Park, to review what learned, issues, and where want to go with the event.

Issued a park use permit to DFO regarding installation of an electronic fish counter at the metal weir over the C.W. Young Fish Channel at Englishman River Regional Park.

Area H

Worked with the Silver Spur Riding Club on planning a competitive ride in Bowser, with overnight camping proposed for the MFLNRO compound beside Wildwood Community Park. Will not likely involve any RDN park or trail.



Manager of Parks Services



General Manager Concurrence

TO: Tom Osborne
General Manager of Recreation & Parks

DATE: May 6, 2016

FROM: Wendy Marshall
Manager of Park Services

MEETING: D69 Recreation Commission
All POSAC's, RPTSC

FILE:

SUBJECT: Monthly Update of Community Parks and Regional Parks and Trails Projects- April 2016

RECOMMENDATION

That the Parks Update Report for April 2016 be received as information.

Regional and Community Parks and Trails

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

Electoral Area Community Parks

Area A

Staff provided the Electoral Area Director with development costs for a selection of regional and community trail projects.

A picnic table was ordered for the Cedar Skate Park. Funds for the table were donated by the Cedar Skate Park Association. Also at the Cedar Skate Park staff cleaned up garbage, and repaired electrical lock box due to vandalism. Drainage and water infiltration continues to be monitored at the Park.

Final design revisions for the future kiosk structure at Cedar Plaza were submitted by staff to project engineers. Engineered drawings for building permit application are anticipated in May 2016.

Hazard tree management investigation continued for Ivor Road Community.

Area B

Staff completed a Board report regarding the Islands Trust proposed park land dedication subdivision application referral for 1520 McCollum Rd.

Staff received notification that the Gabriola Lions Club was unsuccessful in their Co-op Community Spaces grant application for playground construction at Huxley Community Park.

Staff met with an arborist and tree faller and subsequently had a large maple in Hummingbird Community Park pruned. Staff inspected the trails along Whalebone for any trespass issues. A patch of

Japanese Knotweed was cut down along Whalebone Drive within the road right-of-way outside of the Whalebone Parks. Several hazard trees were felled and chipped off of Queequeg in the Whalebone area trail system.

Field aeration and seeding, and the addition of sand and fertilizer were conducted at Rollo McClay Community Park. The fields are in great condition this season and receiving compliments from the Gabriola Softball Association. Ongoing monitoring of graffiti and vandalism was kept up at Rollo McClay Community Park, where water and chlorine level monitoring has also continued for the 2016 season. Remediation and repair work was carried out at the concession building following a small fire in the Coaches Storage area.

Area C – Extension

Staff contacted the Extension Recreation Commission to request a post-construction clean-up of the playground installed on the MOTI ROW next to the Recreation Commission property. Volunteers will be working on this in the upcoming month.

At Extension Miners Community Park staff approved final proofs for plaques acknowledging donated funds and labour for the covered footbridge in Extension Miners Park. The plaques will be ready for installation in June. Staff coordinated the hydro seeding of the picnic area in the park. Staff installed a new culvert at the park.

Staff provided comments on a planning referral regarding a proposed subdivision in Extension Village.

Area C – East Wellington / Pleasant Valley

At Benson Meadows path park staff replaced boulders on the trail which were removed by dirt bikers.

At Creekside community park staff graded the parking lot and installed a bear proof garbage can.

Staff coordinated and attended a community meeting at Creekside Place on April 21 with residents and the area Director to discuss issues related to the Creekside parking lot, unauthorized street parking and access to Benson Creek Falls Regional Park.

Area E

At Stone Lake Community Park staff repaired the concrete head wall for a culvert in one of the retention ponds.

At Blueback CP staff repaired the walkway and met with an arborist to look at the health of the trees in the park. The remainder of the drainage system was installed and rough grading completed.

Staff communicated with a number of interested local Dive Outfitters regarding the upcoming Director's Forum at which the management of Nanoose Public Water Accesses will be discussed.

Staff met with the Superintendent of the Fairwinds Golf Club to discuss the replacement of trees and shrubs that were removed without permission from an RDN-owned Community Park. Planting will be completed by Fairwinds in the fall of 2016 in accordance with a restoration plan prepared by park staff.

Area F

At the Cranswick Rd Trail, burning of small slash piles from trail construction was completed by the contractor. Staff also repaired a fence delineating the trail from a neighbouring private property due to tree damage and installed approximately 50 ft. of galvanized fence and five posts to support the existing fence. The remainder of the trail work is scheduled to be completed in May.

Staff reviewed the Little Qualicum River Estates subdivision application referral and provided parks comments.

Staff and the Dashwood Fire Department Chief met on site at Meadowood Community Park to with applicants for a Park Use Permit for the upcoming Bluegrass Festival, to discuss logistics and safety issues surrounding the event. Staff conducted a park clean-up at the site.

Staff liaised with the Friends of French Creek Society regarding Giant Hogweed removal at French Creek School Community Park. At the same site staff also removed garbage and debris from the playground area.

A price quote was received for fence repair work at Errington Community Park. The field mowing has begun for the season and the Errington Farmers Market had the season opening event on Saturday, May 30th. Staff also inspected the trails.

Area G

At Miller Road CP staff removed giant hogweed.

At Riley Road CP staff responded to neighbor complaint regarding trees down on the trail. Staff removed low limbs and trees blocking trail.

At Columbia Drive CP staff removed garbage from trails and garbage can.

At Lee Road CP staff inspected /assessed tree down across river.

At Dashwood CP staff installed four yards of pea-gravel in playground to increase surface level of fall material.

Staff reviewed a parkland dedication proposal related to an Area G subdivision application. A POSAC site tour of the proposal site was arranged for May 9.

Area H

MOTI (Beach Accesses)-Staff have been building and/or repairing all of the beach access benches. At Sunnybeach Water Access, staff graded the parking lot and realigned the wheel stops. At Shoreline Drive Water Access, staff improved applied two yards of crush gravel to the stairs to improve access to beach.

Staff participated in the planning of the OCP Public Outreach Open House scheduled for May 3rd, 2016.

Community Works Projects

Area A – Morden Colliery

Staff toured undeveloped sections of the MCRT with members of the Agricultural Land Commission as part of the application process for future trail development in the ALR, which includes the planned construction of two steel-truss multi-use bridges over the Nanaimo River.

Staff met with Herold Engineering to discuss budget and tasks related to detailed design work for the planned multi-use bridges over the Nanaimo River within the MCRT.

Area B -Village Way

Additional information provided to the Ministry of Community, Sport and Cultural Development in regard to the Area B Community Park bylaw update that if approved, will permit the development of sidewalks through the Community Park function.

Regional Significant Gas Tax Project

Coombs to Parksville Rail Trail

A Memorandum of Understanding with the Island Corridor Foundation (ICF) that permits the RDN to defer compliance with respect to federal road-rail crossing requirements until such time as the Alberni Line of the E&N becomes active was concluded. Final approval of the Coombs to Parksville Rail Trail project was received from ICF as well as the RDN Board. A Notice of Award was issued to David Stalker Excavating Ltd. to construct the trail for a tendered price of \$2.7M. Notice of project advancement was communicated to all neighbours of the project. The project page on RDN web site was updated.

Regional Parks and Trails

Arboretum

Parks staff met with Solid Waste staff and park stewards to discuss property management, maintenance and development issues and options. Staff also removed garbage from the entrance area, inspected the park and surrounding Solid Waste areas.

Big Qualicum Regional Trail

Staff re-installed posts/signs due to incorrect placement.

Coats Marsh Regional Park

Staff responded to a letter from a concerned park user regarding the planned trail development along the western side of Coats Marsh. The trail connection, identified in the Park Management Plan, will link the Stanley Pl. park entrance to the existing berm and trails on the western side of the Marsh. Staff reviewed the proposed route and modified it slightly back from the marsh edge. The new route has been approved by The Nature Trust, co-owners of the Park.

Staff monitored the marsh level and the operation of the Clemson Pond Leveler at the beaver dam location.

Descanso Bay Regional Park

Staff met on site with the campground operator to discuss park maintenance and operation issues for the coming camping season.

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 trimmed the grass around the picnic tables and bridges.

Horne Lake Regional Park

Staff disassembled, cleaned, sanded and re-finished park entrance sign then re-installed.

The Park Operator reported a higher than usual call volume on their first day open for reservations. Parks staff posted a notice on the Horne Lake Regional Park webpage noting this temporary inconvenience.

Lighthouse Country Regional Trail

Staff installed a culvert on the trailhead of the north loop to alleviate seasonal flooding issues.

The new Lighthouse community sign at Lions Way and Hwy 19A was installed by local community members. The sign includes direction to the Regional Trail as well as Lions Community Park.

Little Qualicum River Regional Park

Staff inspected several incidents of gate breaches, discovered flooding issues at the newly installed culverts due to beaver activity, and continue to relieve culverts of branch debris. Ongoing monitoring of beaver activity will continue at the park until transfer of ownership to the Regional District of Nanaimo occurs. At this point a Clemson Pond Leveler will likely be installed in order to reduce maintenance visits and costs.

Moorecroft Regional Park

Park staff conducted park inspections and trail maintenance. Storm damage repair and drainage installation was done within the park. Additional picnic tables were ordered for Moorecroft.

Staff met with the Parksville Museum to discuss issues related to the possible restoration and management of Miss Moore's Cabin.

Mount Benson Regional Park

The park covenant was accepted by Land Titles and is now registered on the four park parcels. Executed copies of the covenant provided to covenant holders NALT and CCLT. Memorandum of Understanding between the RDN and NALT concerning the termination of the 2006 Contribution Agreement, all work having been accomplished, was issued and executed.

Morden Colliery Regional Trail

Park Operations and Planning staff met on site at the park to install new locks on bollards, and allow for contractor access for upcoming hydro-seeding. Staff also pruned blackberry, grass and brush and did fence repair work along the trail off of Hemer Road.

A significant trail surfacing and drainage maintenance project was conducted on the trail on the portion from the parking lot to Thatcher Creek. The parking lot was also graded and enlarged, providing parking for an additional five vehicles.

Nanaimo River Regional Park

Staff removed seasonal high water signage from the park and conducted a park inspection.

Parksville Qualicum Beach Links

As requested, MoTI has installed the missing way-finding sign at the corner of Barclay Crescent and Lee Road.

Top Bridge Regional Trail

Park staff cut the grass and blackberry around the park identification sign and along the trail.

Trans Canada Trail

Staff provided a letter of support to the Backcountry Horsemen of BC Central Vancouver Island Chapter in regard to the proposed development of their recreation site at the end of Spruston Road. It will provide camping opportunity for all users of the trail.

Further to the re-opening of the Extension Ridge Trail after the landowner's logging operations, a post-logging assessment of the trail condition was made. Trails BC and TCT National were updated.

Miscellaneous

Staff were involved in an asset management working group to review and rate Asset Risk for parks and trails infrastructure.

Staff attended Tourism Vancouver Island's workshop to review the consultant's draft hiking experience plan for the Island and Sunshine Coast.

Staff assisted the Comox Valley and Cowichan Valley RDs with rail trail agreement work and continued to assist the Capital Regional District with suspension bridge development plans.

Staff arranged for minor edits to the 2016 reprint of the Regional Parks and Trails Guide, ordered up and received 7,000 copies. Liaised with information centres and local government offices across region and including Ladysmith, and arranged for shipment out of over 5000 guides.

Staff attended a Municipal Insurance Association risk management conference.

Staff assisted the Finance Department with the identification of parks not actively managed.

Staff reviewed and revised the 2016 work plan for an upcoming Strategic Planning Session to be held in May.

Staff continued to work on three In Camera acquisitions.

Mowing and park maintenance contract work for several community parks continued for the season.

The Recreation and Parks Department boat trailer was picked up from Gabriola and returned to the compound at the Operations office.

A new metal detector/survey pin finder was purchased and received.

Park Use Permits and Events

Area A

- Assisted RDN WaterSmart with planned guided walks at Nanaimo River Regional Park for SD68 Gr 4/5 kids.

Area B

- Liaised with the Gabriola Recreation Society and 4-H concession permit holder about the poor condition of the concession after a soccer tournament and the need to follow-through on agreed-to inspection procedures.
- Worked with the Nanaimo Economic Development Corp. on a park use permit for an instameet photo event at Malaspina Galleries Community Park.

Area C

- Worked the Nanaimo Economic Development Corp. on a park use permit for an instameet photo event at Ammonite Falls in Benson Creek Falls Regional Park. Permit approved with conditions concerning restricted parking.

Area E

- Initiated work with Quality Foods regarding permit for the annual Teddy Bear Picnic held at Jack Bagley Field.
- Approved a park use permit application for a wedding at Moorecroft Regional Point in early August.
- Worked with the North Island Film Commission and Chesapeake Shores on a permit to use the parking area and access road at Moorecroft Regional Park for film project parking (20 days between mid-May and the end of July). Liaised with other park special event organizers who will be affected should the film go forward.

Area F

- Meetings held with Bluegrass Festival organizers and the Dashwood VFD Chief concerning the 2016 festival. If all permits are approved for the festival, camping associated with the five day event is to take place at Meadowood Community Park, with the music component to be held on the Meadowood Store property. Dashwood Volunteer Fire Department conditions for the event communicated to the organizers as part of permit process.
- Ozero were advised that any further hauling through Meadowood Community Park will require a park use permit.
- Worked with ACRA on permitting of the 26th annual Coombs Family Picnic, to be held again at French Creek School Community Park.

Area G

- Nanoose Heart and Stroke initiated a permit application for a walk at Englishman River Regional Park that includes vehicle access.

- Department of Fisheries and Ocean (DFO) submitted an eight-year review of Englishman River Regional Park side channel water quality monitoring carried out in association with Vancouver Island University. Overall, results are quite positive.
- DFO encountered troubles with the installation of its electronic smolt counter and will wait until June until trying again.
- Assisted RDN WaterSmart with planned guided walks at Englishman River Regional Park for SD69 Gr 4/5 kids.



Manager of Parks Services



General Manager Concurrence