

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'F' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING HELD
MONDAY, FEBRUARY 20, 2012, 7:00PM
AT ERRINGTON WAR MEMORIAL HALL**

Attendance: Julian Fell, Director, RDN Board, Chair
Leanne Salter, Alternate for Reg Nosworthy, District 69 Recreation Commission
Electoral Area 'F' Appointee

Skye Donald
Steve Chomolok
Alfred Jablonski
Barbara Smith
Kebble Sheaff

Staff: David Palidwor, Acting Manager Park Services
Joan Michel, Parks and Trails Coordinator
Elaine McCulloch, Parks Planner

Regrets: Reg Nosworthy

CALL TO ORDER

Chair Fell called the meeting to order at 7:05pm.

ELECTION OF SECRETARY

Chair Fell called for nominations for the position of Secretary.

MOVED A. Jablonski, SECONDED S. Donald, that Ms. Barbara Smith be nominated for the position of Secretary.

CARRIED

As no other nominations were received, Chair Fell declared Ms. Smith as Secretary.

MINUTES

The following errors in the October 24, 2011, minutes were noted:

- On page six, the misspelling of Mr. Sheaff's surname.
- On page six, first paragraph, should read "...#1 budget was increased from \$15,000 to \$22,000....".
- On page six, fourth paragraph second line, should read "...dated October 2011, be received.....".

MOVED A. Jablonski, SECONDED K. Sheaff, that the Minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held October 24, 2011, be approved as amended.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

MOVED A. Jablonski, SECONDED K. Sheaff, that the following Correspondence be received:

- S. Cross, Re: Malcolm Property Trail Name Request.
- E. McCulloch, RDN, to Arrowsmith Agricultural Association, Re: Facility Upgrade Funding Request Denied.

CARRIED

REPORTS

Monthly Update of Community Parks and Regional Parks and Trails Projects

Ms. McCulloch summarized the Community Parks and Regional Parks and Trails projects reports for October through to January 2012.

Ms. Michel stated, as requested by Ms. Smith, she would investigate why a team from the Coastal Invasive Plant Committee had not been requested to assess Electoral Area 'F' parks.

MOVED A. Jablonski, SECONDED S. Chomolok, that the Reports be received.

CARRIED

Bylaw No. 804.04

Further to a request from the POSAC at their October 24th, 2011 meeting, the Committee reviewed the Bylaw No. 804.04, which outlines the intent to support other community facilities for funding. The process requires a letter of request forwarded to the Regional District.

Errington Elementary Trail Project Update

Ms. Michel provided a verbal update on the trail to Errington Elementary School, the first official Arrowsmith Community Trail or ACT 1. The official trail opening event is scheduled for Saturday, April 28, 2012. The Friday prior, the School will be sending all classes out for a tour of the new trail.

Ms. Michel discussed naming the new trail and sought ideas from the Committee. Ms. Smith suggested the Errington Elementary School students be tasked with bringing forward suggestions for a name for the new trail.

The next phase of the community trail and low-traffic road route project, ACT 2, involves completion of roughed in trail along undeveloped Carrothers Road. This narrow and somewhat difficult route has been surveyed. A hazard tree assessment is required after which a permit can be concluded with the Ministry of Transportation and Infrastructure. The goal is see the trail developed to at least rough footpath standards in 2012.

Ms. Michel referred the Committee to the ACT Project map handout showing proposed ACT 3 to 6 projects. By year-end 2012, the goal is to see surveys completed for as many of these phases as possible. She noted that the ACT project map currently only covers Errington and part of Coombs, so needs to be expanded to include all of Area 'F'.

Meadowood Community Park Grant Application/Phase 1 Concept Plan Review

Ms. McCulloch advised that the Meadowood Way Park project was one of three 2011 Provincial Small Community Recreation Program grant applications submitted by the Regional District. She stated information on grant approval should be received by the end of March. The proposed project budget of \$100,000, includes \$54,500 in grant funding, \$5,000 raised by the Meadowood/Corcan residents with the balance of \$40,500 to be funded through the Electoral Area 'F' Community Parks budget.

Meadowood Community Park Planning Process

Mr. Palidwor reviewed the Meadowood planning process being undertaken in conjunction with the Little Qualicum River Regional Park and the "in kind" services being offered by Meadowood/Corcan residents.

Ms. Michel suggested the Committee review the Regional District website regarding Moorecroft Regional Park to get insight into the park management planning process.

Committee Appointments to Little Qualicum River Regional Park Management Plan/Meadowood Community Park Design Advisory Committee

MOVED A. Jablonski, SECONDED S. Donald, that Mr. Nosworthy be appointed to the Little Qualicum River Regional Park Management Plan/Meadowood Community Park Design Advisory Committee.

CARRIED

MOVED B. Smith, SECONDED K. Sheaff, that Mr. Jablonski be appointed to the Little Qualicum River Regional Park Management Plan/Meadowood Community Park Design Advisory Committee.

CARRIED

Five Year Project Plan and the Detailed Project Plan

Ms. McCulloch reviewed the Five Year Project Plan for 2012 to 2015 and the Detailed Project Plan for 2012, including how her working hours are allocated for Electoral Area 'F' projects.

Ms. McCulloch advised the Malcolm Park Plan will be completed when the park access from the parking lot of the Whiskey Creek Store is finalized.

MOVED A. Jablonski, SECONDED S. Chomolok, that the Five Year Project Plan be received.

CARRIED

Chair Fell advised he will request information for the Electoral Area 'F' Community Parks Budget beginning with the year 2007 when the Parks and Open Space Advisory Committee was struck.

MOVED B. Smith, SECONDED L. Salter, that the yearly breakdown of the Electoral Area 'F' Community Parks Budgets from and including the year 2007, be provided to the Committee.

CARRIED

Chair Fell stated should the grant application for the Meadowood Way Park project be successful, this project would be the main focus of attention in the near term, as he feels as there is a strong local need for this project to be completed.

BUSINESS ARISING FROM COMMUNICATIONS/CORRESPONDENCE

In regard to the request to name the main trail in Malcolm Community Park after Steve Cross, the community volunteer who was instrumental in seeing the trail developed, Ms. Michel reviewed policy and protocol regarding the naming of parks and trails. A geographical name is the first and preferred choice for place names. Naming parks or trails after a person, while not prohibited, does require special consideration and community support. Examples where this has been done were discussed, e.g., the recently named Alice Antonelli Trail in Wildwood Community Park (Area 'H').

MOVED A. Jablonski, SECONDED K. Sheaff, that the trail in the Malcolm Community Park, be named after Steve Cross.

CARRIED

MOVED L. Salter, SECONDED K. Sheaff, that the Correspondence S. Cross, re: Malcolm Property Trail Name Request, be referred to staff for follow-up.

CARRIED

ADJOURNMENT

MOVED L. Salter, SECONDED A. Jablonski, that the meeting be adjourned at 9:10pm.

Chair