

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'F' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING HELD
MONDAY, May 14, 2012, 7:00PM
AT ERRINGTON WAR MEMORIAL HALL**

Attendance: Julian Fell, Director RDN Board, Chair
Reg Nosworthy
Skye Donald
Alfred Jablonski
Barbara Smith

Staff: Elaine McCulloch, Parks Planner
Dave Palidwor, Acting Manager Parks Services

Regrets: Steve Chomolok

CALL TO ORDER

Chair Julian Fell called the meeting to order at 7:05 p.m. The Agenda was approved.

MINUTES

MOVED A. Jablonski, **SECONDED** R. Nosworthy that the Minutes of the Electoral Area F Parks and Open Space Advisory Committee held February 20, 2012 be approved.

CARRIED

COMMUNICATION/CORRESPONDENCE

MOVED: A Jablonski, **SECONDED** R. Nosworthy that the following Correspondence be received:

K. Sheaff to the RDN, Re: Resignation from Area F Parks and Open Space Advisory Committee.

G. Brown, Province to the RDN, Re: Approval of the Community Recreation Program Grant application for \$54,500 towards the Meadowood Drive Community park, Phase 1.

CARRIED

REPORTS

Monthly Update of Community Parks and Regional Parks and Trail Projects

Ms. McCulloch summarized the Community Parks and Regional Parks and Trails Projects report for March. She advised that Coastal Invasive Plant committee randomly assessed some area parks on a pilot project. Thus some areas, e.g. Area F were missed.

Ms. Donald reviewed the history of the Errington Community Park, leased by the Errington Hall Society. The Farmer's Market pays an honorarium to the Hall Society each year in the amount of \$500 plus assists in clean-up and partial payment of the building an maintenance costs.

Ms. McCulloch verbally summarized the events surrounding the Little Qualicum River Regional Park Management Plan/Meadowood Community Part Master Plan Update – workshop and the Errington School Trail Opening all held on April 28, 2012. All 5 current POSAC members had attended these events. Ms. McCulloch advised that the grant funds for Meadowood Park were not required to be spent in 2012, but by the summer of 2013.

Electoral Area F 2012 Budget Review:

There has been considerable confusion in the past around Parks and Trails budgeting, budgeting procedures and expenditures. The committee obtained summary budgets, detailed budgets and future projections from the RDN.

Mr. Palidwor reviewed the May 14, 2012 Community Parks EA – F highlights (handout.)

It stated:

Surplus from 2011: \$54,055 - \$20,350 committed to Kopernick Trail remaining costs.

Project: Meadowood Community Park development \$100,000 in 2012 (\$54,500 from grant, \$45,500 from operating budget/reserve fund) and additional \$20,000 in 2013.

Maintenance: Allowance of \$14,000 for general maintenance and operations

Development Costs: Allowance of \$10,000 for trail development and \$2,000 for signage.

Mr. Palidwor advised that the final cost for the Kopernick trail was \$34,500. This was considerably more than the targeted budget of \$20,000. He stated that the reason it was so over budget was because the scope of the project was enlarged, a high priority was placed on finishing before the school year and a lot of swampy ground was encountered. Most of the trail funding was spent on contractor's tasks. Ms. McCulloch informed the POSAC that Joan Michel handled the large scale planning and Ms. McCulloch the design details, cost estimation and tendering. Both were very pressed for time (by deadline) and restricted by assigned hours. The Errington School Trail was a new venture and learning experience. Trail production would be handled more methodically in future. The Area F POSAC is now much better informed of the budgeting and planning processes. Ms. McCulloch advised that there is verbal approval from the Ministry of Transport for the right of way trails.

The Committee was told there will be a 1% increase in taxes in 2013.

Arrowsmith Community Trails: Next Steps

Ms. McCulloch informed the Committee that she has exhausted her assigned (Area F) hours and could not work further on Malcolm Park access in 2012, (and where there are still outstanding legal and logistical matters to settle). There remains approximately \$7,500 for trail work in 2012. As surveying does not require staff hours it was decided that these remaining trail funds would be assigned to survey work which is best done in the fall after the leaves have dropped, and when surveyors are more available. 2012 would be a "planning year" and 2013 would be a "doing year". The Corruthers trail has been surveyed. The next priority is to be the Price Rd right of way, and the Cranswick Road connection between Grafton and Matterson.

MOVED B. Smith, SECONDED A. Jablonski, that the next step for ACT Trails is the Price Road right of way.

CARRIED

MOVED B. Smith, and SECONDED by R. Nosworthy that all of the Reports be received.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATION

MOVED A. Jablonski, SECONDED R. Nosworthy, that K. Sheaff's letter of resignation be accepted.

CARRIED

The Committee asked that Ms. McCulloch write a letter to K. Sheaff thanking him for the years served on this Committee. Also to enquire whether there would be anyone else from the Mountain Bike Community who would like to put forward their name to replace Mr. Sheaff on Area F POSAC.

The POSAC reviewed the Steve Cross trail naming process for Malcolm Community park. The committee proposed affixing a temporary sign, along with a group photo, at the trail head. A deadline of May 31/12 was agreed upon to complete the trail head sign.

NEW BUSINESS

Chair Fell pointed out that there would have to be some money in the future trails and Parks budget for maintenance. This could be as much as 10% of the original cost. Mr. Nosworthy noted that the maintenance budget for 2012 for Area F trails and parks is \$14,000.

A. Jablonski advised that the annual barbecue will be held at the Meadowood Park on May 26 and requested RDN staff attend to give information, or provide handouts or a display on the project so far. Mr. Palidwor thought that a display could be arranged.

ADJOURNMENT

MOVED S. Donald that the meeting be adjourned at 8:40 p.m.

CARRIED

Chair