

REGIONAL DISTRICT OF NANAIMO
DISTRICT 69 RECREATION COMMISSION
THURSDAY, NOVEMBER 15, 2012
2:00 PM

(Oceanside Place, Multipurpose Room)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

Motion to late receive delegation.

MINUTES

3-7 Minutes of the regular District 69 Recreation Commission meeting held October 18, 2012.

Motion to approve Minutes.

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

8 K. Mowat, Parksville Elementary PAC to RDN, RE: Silent Auction Donation Thank You.

Motion to receive Communications/Correspondence.

UNFINISHED BUSINESS

BC Senior Games Bid

REPORTS

9-10 Monthly Update – Oceanside Place – October 2012

11-12 Monthly Update – Ravensong Aquatic Centre – October 2012

13-15 Monthly Update – Northern Recreation Program Services – October 2012

16-21 Monthly Update of Community and Regional Parks and Trails Projects – October 2012

Track and Field Sports Complex Report (to be circulated separately)

RAC Assessment Survey Report (to be circulated separately)

Motion to receive Reports.

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

COMMISSIONER ROUNDTABLE

ADJOURNMENT

Motion to adjourn.

NEXT MEETING

Thursday, January 17 2012, 2:00pm
Oceanside Place Multipurpose Room

Distribution: R. Nosworthy, Chair, J. Stanhope, B. Veenhof, G. Wiebe, R. Leontowich, P. Morrison, R. Milligan, S. Tanner, J. Fell, P.Thorkelsson, T. Osborne, W.Marshall, D. Banman, J. Marcellus, S. Pearson, M. Chestnut

For Information Only: D. Brennan, A. McPherson, H. Houle, M. Young, G. Holme, M. Lefebvre, D. Willie, B. Dempsey, J. Ruttan, B. Bestwick, D. Johnstone, J. Kipp, G. Anderson, T. Greves, L. Salter, B. Luchtmeijer, A. Kenning, T. Graff, F. Manson, M. Brown

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE DISTRICT 69 RECREATION COMMISSION REGULAR
MEETING HELD ON THURSDAY, OCTOBER 18, 2012
AT OCEANSIDE PLACE**

Attendance: Reg Nosworthy, Chair, Electoral Area 'F'
Scott Tanner, Deputy Chair, Councillor, Town of Qualicum Beach
Ross Milligan, Trustee, District #69 School Board
Bill Veenhof, Director, RDN Board, Electoral Area 'H'
Gordon Wiebe, Electoral Area 'E'
Richard Leontowich, Electoral Area 'H'

Staff: Tom Osborne, General Manager of Recreation and Parks
Dean Banman, Manager of Recreation Services
Ann-Marie Harvey, Recording Secretary
Jennifer Hopewell, Recreation Programmer
Sandra Pearson, Superintendent of Recreation Program Services

Regrets: Joe Stanhope, Director, RDN Board, Electoral Area 'G'
Peter Morrison, Councillor, City of Parksville

CALL TO ORDER

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

PRESENTATION

Staff 2012 Summer Review Presentation

Ms. Hopewell reported on the success of the 2012 summer programs and the changes that will be made to meet the needs of participants.

Pacific Sport – Sport for Life Presentation

Drew Cooper presented about the Sport for Life model of sport development with children through to seniors so that physical activity is a part of a person's lifestyle throughout the ages.

DELEGATIONS

Jaime Fletcher – Associated Family & Community Support Services

Ms. Fletcher gave an overview of the services that AFCSS provides and the impact of their programs for youth so that the commission had more information about their need for funding before a decision is made for District 69 grant funding.

MINUTES

MOVED Commissioner Veenhof, SECONDED Commissioner Wiebe that the Minutes of the District 69 Recreation Commission Regular Meeting held September 20, 2012 and the Minutes of the District 69 Recreation Grant Sub-Committee meeting held October 10, 2012 be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES

MOVED Commissioner Veenhof, SECONDED Commissioner Milligan, that the Regional Board approve the following District 69 Recreation **Youth Grants**:

Community Group	Approved in 2011/2012	Current Request 2012	Recommended 2012
Arrowsmith Community Enhancement Society (ACES) - youth drop-in sports	2,290	1,351	1,351
Bard to Broadway Theatre Society - B2Glee Show Choir	5,800	925	780
Navy League of Canada- training expenses	0	2,500	1,500
The Whalers Football Support Society - storage bin	0	4,500	2,500
Total			6,131

CARRIED

MOVED Commissioner Milligan, SECONDED Commissioner Veenhof That the Regional Board approve the following District 69 Recreation **Community Grants**:

Community Group	Approved in 2011/2012	Current Request 2012	Recommended 2012
Arrowsmith Agricultural Association -Family Day event	2,500	939	374
Kidfest - event costs	1,240	950	950
Oceanside Community Arts Council- 100th anniversary event costs	450	2,500	1,500
Parkville & District Association for Community Living- Community Living month celebration	2,530	1,000	500
Parkville Elementary School PAC- noon hour/recess sports equipment	0	1,500	1,500
Ravensong Masters Swim Club- pool rental	1,000	2,000	500
Total			5,324

CARRIED

MOVED Commissioner Veenhof, SECONDED Commissioner Milligan that the Commission does not endorse the following grant requests:

Community Group	Approved in 2011/2012	Current Request 2012
Associated Family & Community Support Services- First Nations snowboard trip	0	2,441
Associated Family & Community Support Services - Ballenas Girls Group Camp	0	2,500

CARRIED

COMMUNICATION/CORRESPONDENCE

MOVED Commissioner Veenhof, SECONDED Commissioner Wiebe that following correspondence be received:

S. Stahley, Arrowsmith Community Enhancement Society, RE: ACES Report and Funding Request Community Infrastructure Improvement Fund

J. Hicks to District 69 Recreation Commission, RE: Ravensong Pool

CARRIED

UNFINISHED BUSINESS

Planning Session

MOVED Commissioner Wiebe, SECONDED Commissioner Veenhof, that the planning session for District 69 Recreation Commission be held Thursday February 21, 2013 from 10:00am-2:00pm at a suitable location.

CARRIED

RAC Assessment Survey

Mr. Banman updated that a report summarizing the results of the Ravensong Assessment Survey will be at the next commission meeting. He noted early review shows that approximately 150 surveys were submitted, 35% were handed in, 128 of the 150 have used the facility and 60% felt their needs were being met while 40% felt their needs are not being met.

BC Senior Games Bid

Mr. Banman stated that the in early September representatives from Town of Qualicum Beach, City of Parksville, School District #69, Regional District of Nanaimo and Oceanside Tourism met to discuss the opportunity for the local communities to submit a joint bid to host a future BC Seniors Games. It was decided at this meeting to further research the possibility of such a bid and the best way to determine

the interest/desire of the community at large in taking on such an event. In addition to these representatives from the local tourism association will be going back to accommodation providers to determine their capability and desire to meet the accommodation needs of such an event. Specifically whether or not they foresee having the availability during the traditional time of year the games are held. The entire group has tentatively planned to meet again in November to not only discuss the BC Seniors Games but other potential sport tourism initiatives.

Track and Field Sports Complex Update

Mr. Banman noted that the current update on this item will be addressed in the In Camera portion of the meeting.

FUNCTION REPORTS

Monthly Update – Oceanside Place – September 2012

Mr. Banman reviewed some highlights of the Oceanside Place – September Update

Monthly Update – Ravensong Aquatic Centre – September 2012

Mr. Banman reviewed some highlights of the Ravensong Aquatic Centre – September Update

Monthly Update – Northern Recreation Program Services – September 2012

Mr. Banman reviewed some highlights of the Northern Recreation Program – September Update

Monthly Update of Community and Regional Parks and Trails Projects – September 2012

Mr. Osborne updated the Commission on the applicable Community and Regional Parks and Trail Projects for the northern portion of the Regional District for September 2012.

MOVED Commissioner Veenhof, SECONDED Commissioner Tanner, that the Function Reports be received.

CARRIED

BUSINESS ARISING FROM THE COMMUNICATIONS/DELEGATIONS

MOVED Commissioner Scott, SECONDED Commissioner Veenhof, that the District 69 Recreation Commission respond to the September 28, 2012 correspondence from Ms. J. Hicks summarizing the meetings staff have held with Ms. Hicks to date, the challenges of aquatic scheduling, and a commitment to continue to look for ways to consider the needs of seniors and the broader community at the Ravensong Aquatic Centre.

CARRIED

MOVED Commissioner Veenhof, SECONDED Commissioner Wiebe, that the Regional District Board consider in the 2013 budget process the request from the Arrowsmith Community Enhancement Society for an additional funding amount of \$9,700 for the service delivery of recreation services.

CARRIED

MOVED Commissioner Veenhof, SECONDED Commissioner Scott, that the Regional District submit an application to the Western Economic Diversification Canada Community Infrastructure Improvement Fund for 50% of the eligible costs in replacing the lighting fixtures to a higher efficiency lighting system at the Howie Meeker and Victor Kraatz Arenas at Oceanside Place.

CARRIED

NEW BUSINESS

Performance Recognition Reception

Mr. Banman explained to the Commission that the Performance Recognition Reception on November 15, 2012 follows the regular commission meeting and this round of awards is usually a larger number of recipients than the spring.

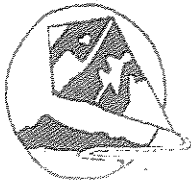
COMMISSIONER ROUNDTABLE

Commissioner Leontowich reported that working with the VIU students and professors in the Nile Creek Project was a great opportunity and enjoyed their enthusiasm and hard work.

ADJOURNMENT

MOVED Commissioner Veenhof, SECONDED Commissioner Scott, that the regular meeting be adjourned at 3:20pm and pursuant to Section 90(1) (e) of the Community Charter the Commission proceed to an In Camera Commission meeting to consider items related to land issues.

Reg Nosworthy, Chair



PARKSVILLE ELEMENTARY SCHOOL

School District No. 69 (Qualicum)
330 Craig St., Parksville, BC, V9P 2G5
Phone: (250) 248-5778 Fax: (250) 248-7152

School Website: <http://pes.sd69.bc.ca> District Website: www.sd69.bc.ca

Dear Owner/Manager;

The Parent Advisory Council (PAC) at Parksville Elementary School would like to thank you for the donation you provided us for the silent auction at our school's Spring Carnival. The Carnival took place on June 1, 2012 and was thoroughly enjoyed by all who attended.

Our Silent Auction was very successful and all of the money raised will go towards improving our playground, funding our breakfast programme, creating emergency preparedness within the school, participating in cultural events and sending the students on field trips.

Thank-you for assisting us in the effort to make our childrens' educational experience and facility more enjoyable.

Please consider donating to our Silent Auction again next year!

Sincerely,

Kelly Mowat
Silent Auction Coordinator
PES Spring Carnival 2012

TO: Dean Banman
Manager of Recreation Services

DATE: Nov. 2, 2012

FROM: John Marcellus
Superintendent of Arena Services

FILE:

SUBJECT: District 69 Recreation Commission - October 2012 Report Oceanside Place

PROGRAMS/EVENTS/ICE RENTALS:

- The new public skate sessions are slowly increasing in attendance as the colder weather is drawing people inside.
- A decrease in drop in Seniors Hockey attendance can be attributed to the Panthers hockey organization changing their game days to Wednesdays. This has been very good for the organization, enabling them to ice four teams rather than the three teams they had last year but means that the popular Drop-in 55+ Hockey on Wednesdays has been cancelled.
- The Lions Club FREE skate sessions have been increasing which seems to be weather related. They started out the month with 75 skaters on Oct. 7 and ended the month with 181 skating on Oct. 28. They averaged 131 skaters per session for the month.
- The Teen Glow in the Dark Skate on Oct. 13 attracted 40 teens. A good start to the season.
- Laser Tag at the Arena was very well attended on Oct. 20. Maximum registration of 40 skaters was attained. Funds from the Youth Strategic Plan enabled this event to be offered as FREE. Parents and youth were both very happy with the session.
- A Halloween Skate on Wednesday, Oct. 31 offered Halloween themed events on the ice surface prior to the children trick or treating. There were 56 skaters in attendance.
- Skate sharpening demand continues to be strong. Staff sharpening hours have been extended to help with the increasing numbers.
- An evening Parent and Tot First Ice Steps class for children ages 2.5 – 5 years was added on Tuesdays at a request from parents. This new time slot has been very well received and the class is full. Another session will be added in November.
- Ten plastic skate aids have been purchased and implemented for public skate sessions. We have received many positive comments from parents and youth.

- Ice use for October 2012 was down by 35 hours at 532 hours. Meanwhile, revenue was up by \$268 at \$48,110.

FACILITY OPERATIONS:

- Training for RDN staff was conducted on Tuesday, October 2 with Arete Training called 'Service to Safety' which is a "Violence Prevention in the Workplace" course. A similar training with Arete was held in March 2010.
- Oceanside Place participated in the provincial wide BC Shake Out which is an earthquake preparedness drill. Staff and patrons participated in a "Drop/Cover/Hold" drill in the event of an actual earthquake and then a "mock" evacuation was conducted. The drill was very successful and the facility was evacuated in very timely manner.

FACILITY ADMISSIONS:

2011	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Admissions													
Tot	106	87	48	16	0	0	1	6	12	59			335
Child	700	565	686	126	0	0	159	67	151	674			3128
Youth	118	88	92	16	0	0	3	3	18	166			504
Adult	525	477	396	213	113	14	33	41	246	375			2433
Senior	718	738	743	336	176	1	161	73	475	808			4229
Family	750	714	494	19	0	0	60	84	106	797			3024
Golden	32	31	27	2	4	0	0	0	26	28			150
Totals	2949	2700	2486	728	293	15	417	274	1034	2907			13803

2012	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Admissions													
Tot	81	72	64	15	0	0	1	4	4	52			293
Child	599	552	624	113	1	0	48	59	97	631			2724
Youth	181	171	119	8	0	0	25	24	18	190			736
Adult	533	430	446	180	182	143	37	23	140	370			2484
Senior	828	765	617	449	277	214	187	98	453	637			4525
Family	985	634	478	12	0	0	40	32	99	708			2988
Golden	24	31	25	23	4	0	6	3	21	38			175
Totals	3231	2655	2373	800	464	357	344	243	832	2626			13925

Recommendation:

That the Oceanside Place report for October 2012 be received.

Original copy signed by J. Marcellus

Original copy signed by D. Banman

 Report Writer

 Manager Concurrence

TO: Dean Banman
Manager of Recreation Services

DATE: November 5, 2012

FROM: Mike Chestnut
Superintendent of Aquatics Services

FILE:

SUBJECT: District 69 Commission – November 2012 Report Ravensong Aquatic Centre

PROGRAMS/EVENTS/ RENTALS:

October 1 Pro D Day Swim - 30 participants	October 25 th Senior First Aid - 6 participants
October 6 th - Fall Family Fun Swim - 30 participants	October 26 th Free Pizza movie Night for Teens - 46 participants
October 20 th Child Care First Aid - 12 participants	October 29 Halloween Monster Bash - 75 participants

- October 2nd - Free to Be Me Aqua Inclusion program starts
- 2st set of Fall lesson registration: October 15

2012 Registrations

267 (\$16,952)

2011 Registrations

263 (\$15,392)

SWIM ADMISSIONS

2012													
Swim Sessions	January	February	March	April	May	June	July	August	September	October	November	December	Total
Tot	296	353	390	255	213	258	149	44	153	189			2300
Child	443	478	973	477	481	408	786	173	283	378			4880
Student	402	494	595	395	377	359	231	51	176	331			3411
Adult	2781	2782	2779	2210	2080	2145	1825	504	1354	2403			20863
Senior	3298	3234	3500	3069	3014	2959	2428	750	2033	3539			27824
Family	1418	1103	1813	881	585	766	1044	448	535	1032			9625
Golden	472	534	542	524	516	477	416	140	342	584			4547
Physio (not incl 2011)													0
Totals	9110	8978	10592	7811	7266	7372	6879	2110	4876	8456	0	0	73450

2011													
Swim Sessions	January	February	March	April	May	June	July	August	September	October	November	December	Total
Tot	373	301	338	286	214	202	188	109	198	246	233	283	2971
Child	577	527	912	330	442	395	971	482	218	507	430	486	6277
Student	378	557	717	580	448	284	211	166	172	249	410	329	4501
Adult	2790	2443	2789	2075	2069	1858	1698	1012	1526	2389	2431	2232	25312
Senior	3114	3092	3412	2723	2715	2712	2120	1491	1705	2770	2887	2728	31469
Family	1769	1484	2594	1105	1054	669	1989	724	627	1102	1140	1140	15397
Golden	357	415	583	452	486	661	410	321	323	506	531	421	5466
Physio													0
Totals	9358	8819	11345	7551	7428	6781	7587	4305	4769	7769	8062	7619	91393

FACILITY OPERATIONS

The replacement of the expansion joint material in the main pool and the leisure pool during the 2012 shut down has, to date, eliminated the constant algae growth that was occurring after the 2010 remediation project.

RAC experienced the failure of one gas boiler in late October. Archie Johnstone Plumbing and Heating (AJPH) were able to repair the unit. AJPH also assessed the second boiler and it will receive a preventive cleaning and adjustment in November. AJHP deemed both units to be near the end of their life cycle. Staff are investigating replacement options and grant opportunities for 2013.

Recommendation

That the Ravensong Aquatic Centre report for September 2012 be received.

Original copy signed by M. Chestnut

Original copy signed by D. Banman

Report Writer

Manager Concurrence

TO: Dean Banman
Manager of Recreation Services

DATE: November 5, 2012

FROM: Sandra Pearson
Superintendent Recreation Program Services

FILE:

**SUBJECT: District 69 Recreation Commission – October 2012
Northern Community Recreation Services Report**

INCLUSION:

- One inclusion participant continued in Pond Rascals, and one in swimming lessons; both with inclusion support.

PRESCHOOL PROGRAMS:

- **Mother Goose** early literacy programs, a partnership program offered with Building Learning Together, began in October at 5 locations with a total of 60 parent and child registrants. The RDN provides registration services and honorariums for instructors.
- The **Spooktacular** preschool event was held on October 29 at Storybook Village in partnership with Building Learning Together. Attendance was high with approximately 100 preschoolers and their family members attending. The RDN provided leaders to host an interactive booth in Storybook Village.
- Remainder of Preschool Programs are underway during October

CHILDRENS' PROGRAMS:

- **Sports Jam** (5-7yrs) - 8 registrants (low)
- **Floor Hockey** (7-10yrs) 10 registrants (average)

YOUTH PROGRAMS:

- **Babysitters Certification** - 15 registrants (full).
- **FREE Youth Dive In Movie** at Ravensong Aquatic Centre with 50 youth in attendance (average). The event (free admission and pizza) was supported by funding from the YRSP budget. Programmer attended event, and handed out pizza which was a great way to connect with youth.

ADULT PROGRAMS:

- **Free Hatha Yoga** in Qualicum Beach Class – 4 drop ins (low)
- **Seated Fitness in Qualicum Beach** (new) - 18 VIHA – Integrated Health Network (IHN) clients (excellent)
- **Seated Fitness in Parksville** (new) - 15 IHN clients, 2 community clients (excellent)
- **Hatha Yoga** in Qualicum Beach (new) – 10 registered, (good)
- Remainder of Adult Programs are underway during October
- Programmer worked with RDN areas of Sustainability (Green Building Workshops) and Water Services (Septic Smart and Well Smart workshops) to provide program registration and arrange staff for child minding (total 16 programs).

AREA H PROGRAMS:

- **Children's Yoga** – the substitute yoga instructor is excellent! Class has been somewhat difficult due to large range in ages (5-11yrs).
- **Adult Yoga** - is running with 9 & 12 registrants in each class (good)
- **Adult Zumba** - 20 registrants – (excellent)
- Registration: Programmer continues to assist community members with registrations and managing payments for drop-in yoga participants.

PROMOTIONS:

- Met with Oceanside Tourism Association and with staff to determine what was needed for Oceanside Place Arena to host the December OTA monthly meeting.
- Met with the PQB news re: 2013 Oceanside Tourism Guide advertising. RDN will place a regular ad in the guide, in addition to online ads and an online 2-for-1 coupon.
- Winter 2013 Campaign messaging will be "Winter proof your health! January classes are around the corner. Register today!"
- Filled three requests for RDN Complimentary products.
- Programmer was interviewed on air on the Beach Radio regarding the Active Living Guide (ALG), a health of wealthy resources.
- Used the LERN membership to upload our ALG as a digital brochure (site still hosts PDF pages of the ALG).

COMMUNITY DEVELOPMENT:

- Programmer attended Vancouver Island University Recreation Symposium for Co-op Students.
- Presented "What's available for retired individuals in D69" at the Newcomers Alumni Meeting.
- Staff met with SD69 Operations Manager, Earl Billingsley, for summer follow up regarding facilities.
- Programmers attended training with Pacific Sport - Fundamental Movement Skills training, Part 1, which supports the Canadian Sport for Life and Physical Literacy models.
- Summer Programmer presented to D69 Recreation Commission regarding outcomes and successes of Summer programs and services.
- Attended monthly meeting of Building Learning Together at Family Place.
- Met with The Old School House; discussed a proposal to have a Taiko Drumming program offered to children, youth and adults in summer 2013 at several Vancouver Island and Lower Mainland municipalities. Considering the high program costs and lack of sponsorship or grant funds, the proposal is considered not feasible at this time.
- Attended Winchelsea Elementary School Parent Advisory Council (PAC) meeting to promote services
- The nomination deadline for Performance Recognition has now passed with just under 40 athletes to be honoured at November Commission meeting.
- Area H Programmer spoke with PAC Chair and will attend the January PAC meeting to coincide with Spring/Summer planning.
- Area H Programmer connected Bowser Builders and the Lion's Club to discuss the purchase of soccer nets. Lighthouse Recreation Commission (LRC) is also working with a group of Vancouver Island University students studying community development to do a needs assessment on what work could be done on the Lion's Fields.
- Area H Programmer working with LRC to organize a community 5km run to take place during Lighthouse Moonlight Festival in November. "5km Moonlight Jammie Run". Programmer is organizing all the pre-race items (i.e. permits, notifying RCMP, Emcon, etc), while the LRC is getting volunteers etc.
- **Youth Recreation Strategic Plan (YRSP):**
 - **Youth Recreation Advisors** – First meeting was held with 12 youth representing middle and secondary schools.

- The YRAs reviewed applications from KSS, BSS, QBMS, SMS, and OMS and made recommendations on how to distribute YRSP funds (\$1,000 per school) to support school recreation initiatives (2nd year). They also reviewed and made recommendations regarding the rural recreation application (1st year).
- YRSP funding (2012) was approved to create a youth recreation website that is accessible, youth-friendly, and sustainable, or develop a specific youth recreation website, with a budget of \$3000.
- The YRAs offered feedback and made specific recommendations for developing the new youth website, as well as recommendations for Facebook page and Twitter accounts.
- Programmer attended YouthLink meeting Oct 4. Representatives from SD69, SOS, FRA, MCFD, VIHA, the library, Young Life present.
- Programmer met with volunteer instructors for both the BSS and KSS boxing programs.
- Programmer attended the Creative Cities Network Conference in Victoria Oct 21-23.

That the Northern Community Recreation Services October 2012 report be received.

Original copy signed by S. Pearson

Original copy signed by D. Banman

Report Writer

Manager Concurrence

Parks Functions Report

TO: Tom Osborne
General Manager of Recreation and Parks

DATE: November 2, 2012

FROM: Wendy Marshall
Manager of Parks Services

FILE:

SUBJECT: Monthly Update of Community Parks and Regional Parks and Trails Projects

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

Electoral Area Community Parks

Area A

Site development work was completed at a Ministry of Transportation and Infrastructure site at Ritten Road. This public water access has now been improved with the construction of a gravel parking lot for increased parking, porta potty and garbage can.

At Pylades Road beach access staff cleared the trail and removed garbage.

Staff met on site with a contractor to order site maintenance work at Woodridge Community Park and the Morden Colliery Trail entrance.

Further to a report from a park neighbour, a large maple tree and a cottonwood tree were removed at Thelma Griffiths Community Park. Staff also bought and refinished wood for installation (in November) on a damaged picnic table.

Staff prepared and submitted the July-September Periodic Progress Report for the Cedar Skateboard Bike Park Community Recreation Grant.

Area B

Work is now underway for replacement of the aging irrigation pond liner at Rollo McClay Community Park. Brush clearing and fencing work started in October and will run into November. Temporary disconnection of electricity to the concession building is a necessary part of this project.

A hazard tree was removed at Malaspina Galleries Community Park and staff responded to a hazard tree complaint along the park boundary of one of the Whalebone area trails.

Staff requested and received project pricing information for the replacement of beach access stairs at South Road Community Park. Contractor selection will occur in early November, and construction work will begin following the DFO mandated work window of December 1st.

Mowing and irrigation system maintenance work continued both at Rollo McClay Community Park and at several waterfront parks in the Whalebone area. Final irrigation system drainage work was also completed in October.

Building, fence and sign maintenance work was carried out at Huxley Community Park.

Staff monitored contracted garbage collection work at several sites on Gabriola Island.

Staff prepared and distributed the October 30th POSAC meeting agenda package, 5 year Planning Worksheet, and attended the meeting.

Staff prepared the Draft Mudge Island Water Access Development Questionnaire for discussion at the October POSAC meeting.

Staff met on site to discuss the process for the Huxley Park Planning Project to be carried out in 2013. Staff also visited Rollo McClay Park to view the parking lot in order to assess the plans for expansion next year. Ivory Way Beach Access was also visited and future upgrades were discussed.

Area C - Extension

At Extension Miners Community Park staff removed branch material from the park and trail and cleaned the benches.

Area C – East Wellington

Mowing and grounds maintenance work continued at Anders and Dorrit's Community Park.

Area E

At Jack Bagley Community Park staff removed garbage and conducted an on-site meeting with a contractor for replacement of some stairs. The School District which co-manages the site with the RDN has now completed the replacement of a retaining wall in the parking area.

At Nanoose Road and Brickyard Community Parks staff conducted trail maintenance work.

Additional regulatory signage was ordered and received, for a scheduled installation at Nanoose Place in early November.

Staff prepared and distributed the November 5th POSAC meeting agenda package, and 5 year Planning Worksheet.

Area F

Staff held the final Open House event on October 13th to receive public comments on the Draft Final Plan for Meadowood Way Community Park. Results from the Open House and online survey will be summarized as part of the final report to the EA F Posac. The Phase 1 design plan is being finalized with a target date of January for construction tender and park construction in the spring. Staff also presented the Meadowood Community Park planning process and Preferred Concept Plan at the Corcan-Meadowood Residents Association's Annual General Meeting held on Sunday, November 21st.

Staff met with three representatives of the Errington War Memorial Hall Association Board to review a draft RDN-Association operating agreement for Errington Community Park. The essential points of agreement were discussed.

Staff prepared and submitted the July-September Periodic Progress Report for the Meadowood Community Park Community Recreation Grant.

At Errington Community Park staff cleared the trails and removed garbage.

Area G

Staff continued with tree assessment issues at Boulton Community Park, following a park neighbour complaint.

Staff responded to a hazard tree report at a small Community Park property on Riley Road.

The installation of two new picnic tables and a garbage can was completed at Neden Community Park. Tree pruning and garbage removal was also carried out.

The bank replanting work at Miller Road was completed on October 26th with the aid of several volunteers from the Friends of French Creek and a local resident. They worked hard, in the rain, to install close to 200 native shrubs and trees and live alder cuttings.

Area H

The Drainage Plan for Henry Morgan has been completed and submitted for the Development Permit. The design plan has been revised to incorporate drainage works and based on the detailed cost estimate in order to stay within budget. Staff has issued a Request for Quotation for the design/build of the pump track component that will be received November 5th. Tender documents are being finalized to reflect the design changes with a target date of November 12th for public tender.

Thinning and pruning operations were carried out at Oakdowne Community Park. This work follows careful planning and notification of area residents. The intent of this treatment is to reduce the fuel loading and conifer crown closure to reduce the intensity of a wildland fire in this urban interface area while creating defensible space for fire management crews. Completion of the project, along with controlled burning of the removed fuel is now scheduled for the following spring.

At Thompson Clarke Trail staff cleared debris off the trail, removed debris from the ditch, and repaired a broken fence.

At Buccaneer Beach Road staff repaired a broken bench.

At Dunsmuir Community Park staff met with the RCMP following a substantial graffiti and vandalism incident.

Community Parks and Greenways Strategy

Staff is working on Phase 1 – Inventory and Analysis including developing base maps, researching background reports, and creating a dedicated web page and draft survey in preparation for a meeting with the Advisory Committee in January.

Regional Parks

Beachcomber Regional Park

Park staff cleaned off the stairs and trails. Removed a damaged moorage sign and ordered a new one.

Benson Creek Falls Regional Park

Park staff cleaned off the bridges and trails.

Coats Marsh Regional Park

Park staff continued to monitor beaver debris, pond leveler and water level of the marsh.

Descanso Bay Regional Park

Park Roads and one campsite were graded and upgraded where drainage issues were identified. Old stairs were removed for safety purposes.

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 met with the Community Fisheries Development Centre crew leader for future trail improvements.

Horne Lake Regional Park

Staff began work on the RFP for the Park Operator for 2013-2018. Staff is working with the current park operator to clean up the park so that it is in neat and tidy condition for review by prospective park operators in November.

Park staff delivered new fire pits, signs, and posts.

Lighthouse Country Regional Trail

The terms of reference is completed for the development of an interpretive sign program for Lighthouse Country Regional Trail. A consultant will be sourced next for completion of contract by end of year.

The site plan is completed for the staging area including an accessible portable toilet and handicapped parking. The construction is to be completed by year end.

Park staff brushed and maintained the trail.

Little Qualicum River Estuary Regional Conservation Area

Parks staff cleaned up old metal pieces scattered in the estuary. The material was brought to a recycling facility.

Staff worked with the lawyer to pursue the correction of the Land Titles' description of the newly registered covenant, as per discussions with Ducks Unlimited Canada. The work is completed and the record is now correct.

Staff obtained an update from the BC Conservation Foundation on the successful completion of hardscaping works at the spit fish channel. The vegetation phase is now being planned.

Little Qualicum River Regional Park

The Management Plan process is now in its final phase. The third Advisory Committee meeting was held on Oct. 3 and the final public open house was held October 13 and on October 21st with the Corcan Meadowood Residents Association. The DRAFT Management Plan is completed and will go to the Regional Parks and Trails Select Committee in December for their consideration and recommendation to the Board.

Moorecroft Regional Park

A news release announcing the final draft management plan and highlights went out Oct 22. The plan is slated for Regional Parks and Trails Select Committee review in December and Board review in January 2013.

An interpretive sign about the purpose and benefits of the Pond Leveler installation at Skipsey Lake is being developed.

A plan is being developed for split rail fencing at Vesper Point for protection of Garry Oak habitat. The fencing to be installed by Spring 2013 and is being partially funding by a grant.

Park Staff carried out the following works at Moorecroft Regional Park:

- Staff removed a large amount of garbage and recycling
- Staff cleaned under the boat house
- Parking stall lines were painted on the logs in the parking area
- Pond leveler on Skipsey Lake was completed at Skipsey Lake
- A split rail fence was installed at Skipsey Lake
- Kennedy Lodge main entrance redesigned for fire requirements
- Boardwalk constructed on west trail

Morden Colliery Regional Trail

Park staff inspected and maintained the trail.

Mount Benson Regional Park

The construction of the trailhead kiosk will go ahead in November. The trailhead sign is in final stage for production pending verification of trail mapping with GIS department.

Nanaimo River Regional Park

Park staff conducted trail maintenance.

Top Bridge Regional Trail

Park staff conducted trail maintenance.

Trans Canada Trail

A Sign for Extension Ridge Trail being replaced and redesigned in coordination with Island Timberlands.

Staff met with the TCT Vancouver Island Director and Trails BC Director to review the RDN's short term ability to install a Nanaimo River crossing, to complete the proposed RDN/CVRD Timberlands Rd

trailhead re-route, and to identify an urban route for cyclists between Haslam Creek and the south side of Nanaimo at Cedar Rd that can be signed in time for the 2017 25th anniversary of the TCT.

Witchcraft Lake Regional Trail

Further to the RDN Board’s approval of a licence from the City of Nanaimo for trail through and across their Witchcraft Lake parklands, staff advised the City to proceed with issuing the RDN formal copy for signature. The City will now obtain approval from its Council.

Parksville - Qualicum Links

Staff received list of way marking sign locations from MoTI, along with route confirmation from City of Parksville and Town of QB staff. The quarterly meeting was held with the cycling working group and an agreement on route and signage was reached. An opportunity for a December announcement to be investigated with an official opening as part of May Bike to Work Week.

Received notice from Island Timberlands that they do not support development of a short bypass trail for cyclists at the Harewood Mines Rd trailhead in order to avoid the eroding trough beside the staircase. This was to have been carried out by way of a December International Mountain Bicycle Association training course in partnership with the Nanaimo Mountain Bike Club. The Club advises that they will instead be holding the course at Westwood Lake and creating a separate mountain bike trail there with the support of the City.

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 numerous information requests were received from the public.

Staff met with the Coastal Invasive Plant Committee operations leader to identify where they will conduct inventory this year and invasive removal in Nanaimo River Regional Park.

Park Use Permits and Events

Concluded work with the Meadowood-Corcan Residents Association and Dashwood Fire Department on a MCRA park use permit application to hold a second annual fireworks/bonfire/Halloween event at Meadowood Way Community Park. This event will feature display level fireworks produced by two federally certified supervisors. Park use permit approved.

Recommendations

That the Parks Update Report for October 2012 be received as information.

Original copy signed by W. Marshall

Original copy signed by T. Osborne

Manager of Parks Services

General Manager Concurrence