

REGIONAL DISTRICT OF NANAIMO
ELECTORAL AREA 'E' PARKS AND OPEN SPACE ADVISORY COMMITTEE
WEDNESDAY, MAY 11, 2016
6:30PM

(Nanoose Place, 2925 Northwest Bay Road, Nanoose Bay)

A G E N D A

PAGES

CALL TO ORDER

ADOPTION OF AGENDA

Motion to Adopt the Agenda

DELEGATIONS

Motion to receive any late delegations.

MINUTES

Minutes of the Regular Electoral Area 'E' Parks and Open Space Advisory Committee meeting held February 10th 2016.

3-6

Motion to Adopt the Minutes.

BUSINESS ARISING FROM THE MINUTES

UNFINISHED BUSINESS

Illegal Tree Cutting in Fairwinds Community (verbal update)

REPORTS

Monthly Update Regional and Community Parks and Trail Projects – Feb 2016 & Mar 2016

7-19

Final 5-Year Parks Plan

20

Beach Accesses (verbal + map handout)

District 69 Recreation Commission Report (verbal)

Directors Report (verbal)

Motion to receive Reports.

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

Oakleaf Community Park Biological Assessment (verbal)

Oakleaf Community Park Preliminary Design (hand out)

COMMITTEE ROUND TABLE

ADJOURNMENT

Motion to adjourn

NEXT MEETING

Wednesday October 12th, 2016

Nanoose Place

Disbursement: B. Rogers, G. Wiebe, D. Mitchell, V. Voros, P. Law, D. Young, M. Caskey,
T. Osborne, W. Marshall, L. Fesiak

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF ELECTORAL AREA 'E' PARKS AND OPEN SPACES ADVISORY
REGULAR COMMITTEE MEETING HELD
WEDNESDAY, FEBRUARY 10, 2016
6:30PM
(NANOOSE PLACE)**

Attendance: Director Bob Rogers - Chair
Peter Law – Secretary
Gordon Wiebe
Vicki Voros
Debbie Mitchell
Diana Young
Marlene Caskey

Staff: Lesya Fesiak, Parks Planner
Wendy Marshall, RDN Parks Manager

CALL TO ORDER

Director Rogers called the meeting to order at 6:35pm

ADOPTION OF AGENDA

Request to add an item to the agenda under New Business – illegal tree cutting in Community Parks.

MOVED P. Law, SECONDED D. Mitchell that the agenda be adopted as amended.

CARRIED

WELCOME NEW MEMBERS/INTRODUCTION

Marlene Caskey is the new member appointed for a 2 year term.

Debbie Mitchell has been re-appointed to a 2 year term.

ELECTION OF SECRETARY

Peter Law was acclaimed as secretary. P. Law has acted in this capacity for the past year.

DELEGATIONS

No delegations

MINUTES

MOVED G. Wiebe, SECONDED D. Mitchell that the Minutes of the Regular Meeting of the Nanoose Bay (Area E) POSAC held May 21, 2015 be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Ms. Fesiak presented an excel spreadsheet that she compiled from the excellent work done by the Area E (2015) Park Planning Sub Committee.

Director Rogers had a number of suggested amendments to the spreadsheet:

- I. High Priority Projects: Remove the "Community Works" notation associated with Oakleaf CP. Add \$5K from the RDN Parks budget to Oakleaf CP.
- II. Set some rankings to the list of projects for High and Medium Priority Projects:
 1. Blueback CP construction
 2. Claudet Road additional upgrades
 3. Oakleaf CP
 4. Davenham Community Trail
 5. Rowland Place park restoration and FN interpretation.
 6. Ted's Rd Road End beach access
- III. Director Rogers indicated that FN treaty discussions (over next few years) will have some impact on how these projects move forward.

REPORTS

Monthly Update Regional and Community Parks and Trails Projects (October 2015 to December 2015)

MOVED G. Wiebe, SECONDED V. Voros that the Monthly Update Regional and Community Parks and Trails Projects (October 2015 to December 2015) be received.

CARRIED

Blueback Community Park – Verbal Update

Ms. Marshall provided members with an update on this project. The project remains on hold, as the site is too wet to complete. A new drainage plan has yet to be installed. The funds allocated to complete the project include - \$113k RDN Parks funding and \$77K from Community Works (total estimate to completion = \$188K). Ms. Marshall noted that there is a question about whether \$12K for an irrigation system is needed. A concrete vault toilet will be installed at the site.

D. Mitchell asked whether the proposed swale is still going to be built and P.Law asked about the proposed drainage plan and where the water will drain to. Ms. Marshall stated that the grading and trails are as planned and the water will drain towards the small runoff channel located on the northwest side of property. The drainage plan has added \$40K to the original projected costs for the project.

Claudette Community Park –Verbal Update

Director Rogers provided a brief summary about work that has been undertaken in this park over the past few months. Funding (\$75K) has been through the Community Works Fund and not the Area E Community Parks budget. Future work includes:

- Building of a fence to discourage trespass onto adjacent properties.
- Gravel placement on some wet areas of the existing trail.

Director Rogers asked members whether they would support spending on the following park enhancements:

1. Picnic table - \$400.00
2. Concrete Vault toilet - \$8K to \$10K

The committee members expressed their support for these two additions.

District 69 Recreation Commission Report – Verbal Update

G. Wiebe indicated that the Commission will meet in the coming weeks, so nothing to report.

Community Works Fund – Verbal Update

Director Rogers indicated that this fund is assisting in the delivery of two park projects already discussed (Claudet CP and Blueback CP).

Directors Report – Verbal Update

Director Rogers indicated that there is a Regional Parks and Trails meeting next week. He is also engaged in the development of the annual budget for the RDN. The Fairwinds Regional Park Plan has not been “finalized” yet, as there is a report outstanding: the Enos Lake Protection and Monitoring Plan. Director Rogers indicated this has yet to be completed by the new owners of Fairwinds.

MOVED D. Mitchell, SECONDED D. Young that the Verbal Updates be received.

CARRIED

NEW BUSINESS

Oakleaf Community Park

Ms. Fesiak provided an update on this new park’s planning. She indicated that the subdivision is nearing final “approvals”. The proposed park will be subject to an assessment by an Archeologist and a Biologist in the coming months.

D. Mitchell asked whether the proposed washroom for the park will be hooked up to the strata’s sewage system and the NPWS. Staff will look into this and report back.

Director Rogers asked whether the Committee would like to visit the park to review the proposed amenities and ecological sensitive areas. Committee members agreed. Director Rogers will coordinate an onsite visit.

Illegal Tree Cutting in Community Parks

P. Law provided his observations on a local Community Park in the Fairwinds area, that has been subject to an active tree cutting campaign over the past several years. He has noted that the majority of Park was dominated by second growth fir and maple trees. Somebody has been cutting individual trees at the base, removing the tree and branches, then leaving the site for weeks/months, before removing another tree. Today, most of the trees in the Park have been removed. He speculates that the reason the trees were removed (methodically) is to provide a better view corridor from the street to the golf course.

P.Law asked whether there is a digital file kept of Community Parks for reference on their condition over time. Staff responded that there is no digital file although the RDN map can be used to monitor tree coverage.

Ms. Marshall indicated that illegal tree removal in Community Parks is a Bylaw Enforcement file.

COMMITTEE ROUNDTABLE

V. Voros – Has observed that the Notch (Fairwinds) has seen (what she described) as significant increase in public use over the past several years.

M. Caskey – asked about how she can “get up to speed” with the POSAC. A Binder will be delivered to assist in this regard.

P. Law – asked whether RDN Parks staff have any communications with BC Crown Lands staff about the DL 137 “Douglas Fir Moratorium” properties.

Director Rogers - requested that POSAC members prepare for a review of Area E trails, as this is the focus of the upcoming May meeting.

ADJOURNMENT

| MOVED M. Caskey, SECONDED G.Wiebe that the meeting be adjourned at 8:30pm.

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

RDN Electoral Area 'E' Community Parks

5-Year Project Planning: 2016-2020

PLANNING WORKSHEET

February 2016

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

This schedule is provided for planning purposes only and is subject to change to accommodate changing community priorities, staff resources and fundraising efforts.

	Park Code	Budget Notes	General Notes
Ongoing Projects			
Administrative support for Electoral Area 'E' POSAC	n/a		
Subdivision applications	n/a		
Roadside Trails: investigate trail development adjacent to major Nanoose rds	n/a		
High Priority Projects			
Blueback CP: construction	E-04	\$163,524	\$113,524 available in Area E reserves; \$50,000 from Community Works funding
Claudet Road CP	E-27	\$75,000	additional facilities upgrades: toilet, picnic table, gravel, fencing
Oakleaf CP: park planning / design and construction		\$15,000	\$5000 planning / design; \$10,000 construction
Davingham Community Trail: construction	n/a	\$30,000	order of magnitude cost estimate; cost to be determined through planning/design process
Medium Priority Projects			
Rowland Place: beach restoration, FN interpretation, maybe picnic table, garbage, etc.	E-29		
Teds Road Beach Access: building stairs to connect road to beach	BA-06		
Brickyard CP: parking strategy (agreement with Fairwinds?0 and trail upgrades	E-18		
Low Priority Projects			
Investigate feasibility of a new trail from Northwest Bay Rd to Schirra Drive along undeveloped Nanoose Rd ROW	n/a		
Implement the Fairwinds Community Parks Development Program as per the PDA	n/a		
Henley Place Park: regular grass trimming by community	E-20		suggested by POSAC sub-committee in 2015
Nanoose Road Park: install park sign or do not renew Lease	E-9		suggested by POSAC sub-committee in 2015
Area E Beach Accesses (road ends): investigate potential BAs to develop	n/a		suggested by Dir. Rogers; Ross Peterson advised staff to review old studies first