

REGIONAL DISTRICT OF NANAIMO  
NANOOSE BAY PARKS AND OPEN SPACE ADVISORY COMMITTEE  
AGENDA

Wednesday, February 7, 2018

6:30 P.M.

Nanoose Place

Pages

1. CALL TO ORDER
2. ELECTION OF SECRETARY
3. APPROVAL OF THE AGENDA
4. ADOPTION OF MINUTES
  - 4.1 **Nanoose Bay Parks and Open Space Advisory Committee Meeting - September 13, 2017** 3

That the minutes of the Nanoose Bay Parks and Open Space Advisory Committee meeting held September 13, 2017, be adopted.
5. DELEGATIONS
  - 5.1 **Ian MacDonald, Coventry Place Residents, re: Request for Walking Trail between Bonnington Drive and Coventry Place** 7
  - 5.2 **Mike Wilby – Nanoose Resident, re: Brickyard Community Park** 8
6. CORRESPONDENCE
  - 6.1 **B. Wallace, Ministry of Forests, Lands and Natural Resource Operations to K. Cramer, RDN re: Nanoose Road Community Park Crown Land Lease 113393** 9
7. UNFINISHED BUSINESS
  - 7.1 **Beach Access Inventory and Priorities by POSAC Sub-Committee** 10
8. REPORTS
  - 8.1 **Parks Update Report – December 2017** 18

That the Parks Update Report-December 2017 be received for information.

**8.2 Director's Update**

**9. BUSINESS ARISING FROM DELEGATIONS**

**10. NEW BUSINESS**

**10.1 Bonnington-Coventry Community Park – Park Operations Summary of Site Conditions 31**

**10.2 Brickyard Community Park – Conceptual Planning and Neighbourhood Meeting 34**

**10.3 Stone Lake Drive Community Park - Natural Playground Project Planning 39**

**11. ADJOURNMENT**

**REGIONAL DISTRICT OF NANAIMO****MINUTES OF THE NANOOSE BAY PARKS AND OPEN SPACE ADVISORY COMMITTEE MEETING****Wednesday, September 13, 2017****6:30 P.M.****Nanoose Place**

In Attendance:	Director B. Rogers	Electoral Area 'E' Director
	G. Wiebe	D69 Recreation Commission Appointee
	M. Caskey	Member at Large
	D. Mitchell	Member at Large
	V. Swan	Member at Large
	R. Turkington	Member at Large
	D. Young	Member at Large
Also in Attendance:	K. Cramer	Parks Planner

**CALL TO ORDER**

The Chair called the meeting to order.

**APPROVAL OF THE AGENDA**

It was moved and seconded that the agenda be approved with the following amendments:

Move Item 7.1, *Cash in Lieu of Parkland Dedication*, to Section 4, Delegations

Add Email request sent to Director Rogers re Toilet at Brickyard, to Section 5, Correspondence

Add Item, D69 Rec Commission Report to Section 7, Reports

Add Item, Beachcomber Regional Park Draft Management Plan to Section 9, New Business

CARRIED UNANIMOUSLY

**ADOPTION OF MINUTES****Nanoose Bay Parks and Open Space Advisory Committee Meeting - June 28, 2017**

It was moved and seconded that the minutes of the Nanoose Bay Parks and Open Space Advisory Committee meeting held June 28, 2017, be adopted.

CARRIED UNANIMOUSLY

## **DELEGATIONS**

### **Ken Collingwood, Nanoose Resident – Building a Racket Court Facility for the Residents of Nanoose**

Ken Collingwood discussed the need for a set of outdoor Tennis/Racket Ball courts within Nanoose. With limited promotion, he had acquired support from 41 members of the Arrowsmith Tennis Club. He discussed the present situation – nets gone at Schooner Cove with no plans to replace them; and a private facility for Fairwinds members. With 6100 residents, Nanoose is larger than some other nearby communities who have facilities. The footprint would be 120 ft X 120 ft and estimated cost of construction would be \$25,000 to \$50,000 depending on the surfacing.

Ensuing discussion with committee members included G. Wiebe suggesting that the delegate should approach the District 69 Recreation Committee. Director Rogers questioned whether the delegate had any specific location in mind (Answer: no) and the basic surface needed for this activity. R. Turkington questioned how the courts would be monitored to determine who would use them and when. He also felt that maintenance costs including signage should to be kept in mind.

### **Rachel Hamling of Fern Road Consulting Ltd. – Cash in Lieu of Parkland Dedication – Subdivision Application No. PL2017-034**

Rachel Hamling went over the proposed subdivision and the steps to date to support the owner's desire to provide Cash-in-Lieu instead of parkland on this property. Based on the PLA in place now, the appraised value of the land is \$610,000. The amount available as Cash in Lieu (5% of the appraised value) would be \$30,500. According to the bylaws, the RDN pays half of the cost of the appraisal, which leaves approximately \$29,500 for future parkland purchases. She stated that the PLA from the Ministry of Transportation and Infrastructure (MOTI) did not require the landowner to do any road improvements along Stewart or Davenham roads (such as widening the shoulder for pedestrian safety, or providing a pedestrian crossing).

Ensuing discussion mentioned concerns with the present pedestrian usage of the roadside shoulder and crossing the road at this busy corner; and that MOTI staff had told RDN staff that they would look at shoulder widening.

## **CORRESPONDENCE**

### **K. Cramer RDN, to Ministry of Forests, Lands and Natural Resource Operations re: Nanoose Road Community Park Crown Land Lease 113393**

It was moved and seconded that the correspondence from K. Cramer, RDN to Ministry of Forests, Lands and Natural Resource Operations re: Nanoose Road Community Park Crown Land Lease 113393 be received.

CARRIED UNANIMOUSLY

### **V. Voros, re: Need for Toilet at Brickyard Park**

It was moved and seconded that the correspondence from V. Voros, re: Need for Toilet at Brickyard Park be received.

CARRIED UNANIMOUSLY

## **UNFINISHED BUSINESS**

### **Natural Playgrounds - Staff Summary Information**

It was moved and seconded that Stone Lake Community Park be pursued as a pilot project for a natural playground and moved forward in the work plan to begin community engagement.

CARRIED UNANIMOUSLY

### **Beach Access Study by POSAC Sub-Committee**

M. Caskey summarized the purpose and status of this project. All beach accesses have been reviewed and the results are being added to the spreadsheet. The subcommittee identified 11 sites which they felt warranted a further review by the POSAC committee – to identify a few for future follow-up for enhancement. It was decided that a date later this fall would be set for the committee members to view the accesses.

#### **Action items:**

- Director Rogers requested K. Cramer to set up a date between mid-October and the end of November for the committee members (and staff) to view the 11 identified right of ways and consider establishing priorities.
- The spreadsheet and a summary will be sent to all committee members when completed.

## **REPORTS**

### **Cash-in-lieu of Parkland Dedication-Subdivision Application No. PL2017-034**

It was moved and seconded that the five percent (5%) cash-in-lieu of parkland dedication be accepted in conjunction with Subdivision Application No. PL2017-034.

Opposed (1): D. Young

CARRIED

### **Directors Report**

Director Rogers met once again with a delegation from the Northwest Nanoose Residents Association and Fairwinds Residents Association regarding their concerns with the utilization of local beach accesses by commercial businesses such as kayak and diving companies. They were informed that it is provincial policy that all road rights of way are available for any users (although no structures can be erected without a permit).

Within the RDN, Director Rogers expressed that there are ongoing conversations with MOTI regarding improving road shoulders for safer pedestrian and cycling mobility.

### **District 69 Recreation Commissioner Report - G. Wiebe**

Commission is to meet on September 21, 2017 so no new information to report

G Wiebe strongly recommends that everyone review the new D69 Recreation Services Master Plan (to be released in a few months)

The D69 Recreation Commission strongly supports getting people more active; therefore the pickle ball/tennis facility would probably be received favourably.

The 'State of Recreation in District 69' includes the results of the RDN-wide survey, broken down by Area.

#### **BUSINESS ARISING FROM DELEGATIONS/COMMUNICATIONS**

##### **Ken Collingwood and Gary Kaita, Nanoose Residents – Building a Racket Court Facility for the Residents of Nanoose**

V. Swan expressed concerns about potentially conflicting uses and users.

Director Rogers indicated that he would discuss with the Recreation and Parks Department and report back at the next meeting as to what opportunities might exist for a potential outdoor court in the Nanoose area. G Wiebe will discuss it at the District 69 Recreation Commission meeting next week.

##### **V. Voros, re: Need for Toilet at Brickyard Park**

This item is already on the staff workplan, along with parking improvements. After a visual conceptual layout has been created to show possible locations, the next step will be to approach the local residents for input.

#### **NEW BUSINESS**

##### **Es-hw Sme~nts Community Park Dedication and Open House**

This will be held Friday, October 4, 2017 from 1 - 3 PM at the park.

##### **Beachcomber Park Management Plan**

- This is open for comments now
- The open house results wanted minimal change. Better access to the beach for folk with limited mobility is desired

##### **Blueback Community Park**

- Generating positive feedback
- Final landscaping and improvements were on hold over the summer
- RDN staff have received a request for a wedding to be held there next summer

#### **ADJOURNMENT**

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 8:55pm

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CHAIR

**Delegation:** Ian MacDonald, Coventry Place Residents, re Request for Walking Trail between Bonnington Drive and Coventry Place

**Summary:**

1. Walking access between Coventry Place and Bonnington is required to accommodate the area residents. Up until now a path across private land has been made available and sees quite a bit of use.
2. In view of risks and liabilities, and in order to develop their properties, the owners wish to discontinue this access.
3. An undeveloped RDN Community Park exists that can provide the required foot path.
4. The park property is narrow at just over 3 meters in width and follows some difficult terrain on the upper portion (Bonnington) and is partially obstructed by trees on the lower section (Coventry). Trail construction may require steps in two locations to deal with steep sections at each end of the upper portion (Lot 3 on the map), as well as other grade work and surfacing.
5. The residents request that the development of this park be undertaken by RDN.

**Action Requested:** Area residents would like to see a walking trail developed along the presently undeveloped park corridor between Bonnington Drive and Coventry Place.

**Delegation:** Mike Wilby – Nanoose Resident, re: Brickyard Community Park

**Summary:** I will speak to reinforce that the local residents are really unhappy with the fact that Brickyard Park has suddenly become inundated with visitors as evidenced last summer.

This increase is well beyond previous years and has already reached the limit of the park and the neighbourhood.

**Action Requested:** We local residents would not like to see any changes that would encourage even further visitors.



**From:** Wallace, Bonita FLNR:EX [<mailto:Bonita.Wallace@gov.bc.ca>]  
**Sent:** Friday, September 15, 2017 1:59 PM  
**To:** Cramer, Kelsey  
**Subject:** RE: Nanoose Road Community Park - Lease amendment

You have approximately 2 years left on your License of Occupation. At this point your choices are:

- Wait out the expiry of that Licence
  - at or shortly prior to expiry provide us with an updated management plan,
    - New purpose statement should be more broad such as “community park” to allow for flexibility of use - future amendments to the use of this community park should be thorough our written consent to an updated Management Plan – which may avoid the need to use the application process to modify the Licence of Occupation.
  - FLNRORD will try to replace the tenure for the longest period possible as permitted under the *Land Act* and the Community Institutional Policy
  - Note: we generally initiate First Nation Consultation at about 1 year prior to expiry,
- Apply for a premature renewal which is basically a New Application. ( An amendment or modification utilizes the same process as a new application or a premature renewal.)
  - You will need to provide an updated management plan (as part of the application process)
  - The purpose statement should be broad – as mentioned above, for flexibility of use.
  - The application process is online at: <http://www.frontcounterbc.gov.bc.ca/> if you have any difficulties in finding or completing the application please contact a FrontCounter BC at (250) 751-7220 and ask to speak with a Natural Resource Specialist.

As per our conversation, if you wish to explore possible purchase of this particular lot you will need to contact the Major Projects Manager, Shawn Meisner – he will require that you provide him with some specific information before he can engage in a conversation as to whether or not this particular lot can be purchased (Sponsored Crown Grant). It is probably best to contact Shawn via email if you wish to explore this possibility. His email is: [Shawn.Meisner@gov.bc.ca](mailto:Shawn.Meisner@gov.bc.ca) .

Please note that due to overwhelming workload priorities we are not always able to process replacement tenures prior to the expiry date of the tenure issued.

*Bonita Wallace*  
Land Technical Officer  
**Ministry of Forests, Lands ,  
Natural Resource Operations  
and Rural Development**  
West Coast Region  
142 2080 Labieux Rd Phone: 250 751-7248  
Nanaimo BC V9T 6J9 Fax: 250 751-7224

## Site Visit Summary & Priority List of Beach Accesses Area E

ROW Number	Date	Comments
E-04	24-Nov-17	Adjacent to Rowland Rd Community Park boat launch possibility, picnic area possible in opening, opportunity for parking by clearing blackberry.
E-23	24-Nov-17	Nice beach. Very wet route - running creek/ditch. Culverts would be needed - trail would actually need to replace creek along portion of its length. Narrow corridor (20', 6m)
E-24	24-Nov-17	Sloping down to beach, may need stairs at end, rocky, rugged beach. Existing trail in place.
E-29	24-Nov-17	Narrow corridor (30', 9m), stairs may be needed at end if switchbacks not possible. First part is constructed gravel road. Parking on Stewart Road possible. Provides opportunity for double loop walk between Moorecroft and Es-hw Sme~nts CP.
E-32	24-Nov-17	Trail blocked with piled branches, POSAC cleared them away. Existing trail in place and a sign is all that is needed.
E-33	24-Nov-17	Wide, but steep cliffs at waterfront. View point potential, but fencing likely needed (MIA requirements) could be an issue.
E-43	24-Nov-17	Located next to 1258 Marina Way, between two houses that use the ROW for access to
E-53	24-Nov-17	Wide ROW, long walk in but appears easy to develop. Rocky beach.
E-56	28-Nov-17	Nice beach. Parking is ok as is, existing path. Petroglyphs nearby? Signage.
E-57	28-Nov-17	Has foot path already, roadside parking, would just need sign.
E-65	28-Nov-17	Existing signs about Wildlife Management Area, but tucked in, could use sign near road end. Very exposed next to house, split rail could help delineate public/private. Existing footpath, shoulder parking ok.
E-66	28-Nov-17	Adjacent to public greenspace (Craig Bay), existing trail, well signed already, but not welcoming to public. Trail already. Adjacent boulevard planted, so limits turnaround/parking a bit.

### NOTES:

On November 24, 8 of 12 priority sites were visited by 3 POSAC members and Area Director (R. Turkington, M. Caskey, D. Mitchell, B. Rogers) and 1 Parks Staff (K. Cramer).

On November 28, remaining 4 of 12 priority sites were visited by 4 POSAC members (R. Turkington, M. Caskey, D. Mitchell, D. Young) and 1 Parks Staff (K. Cramer).

### PRIORITIES:

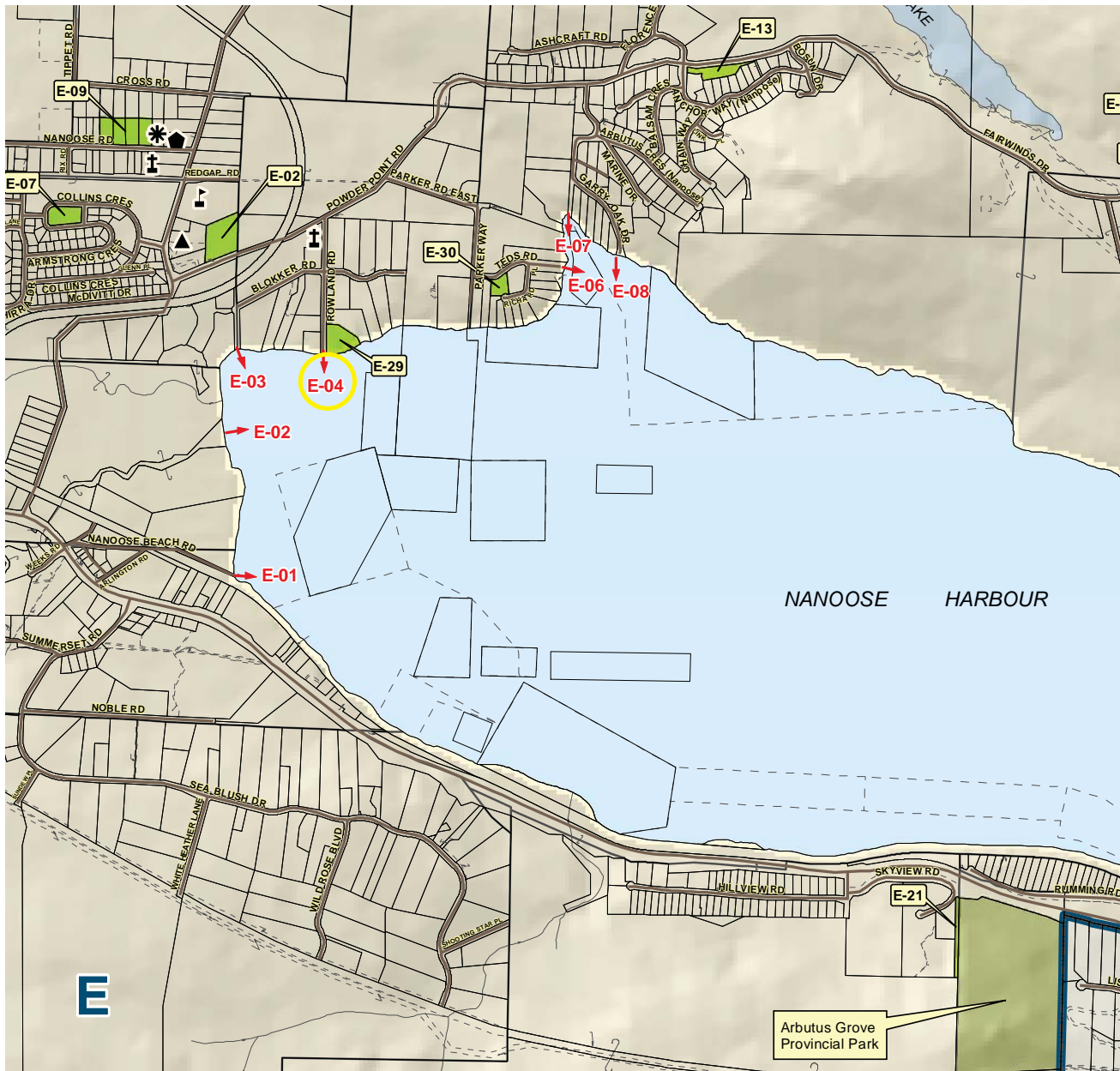
E-29, E-53

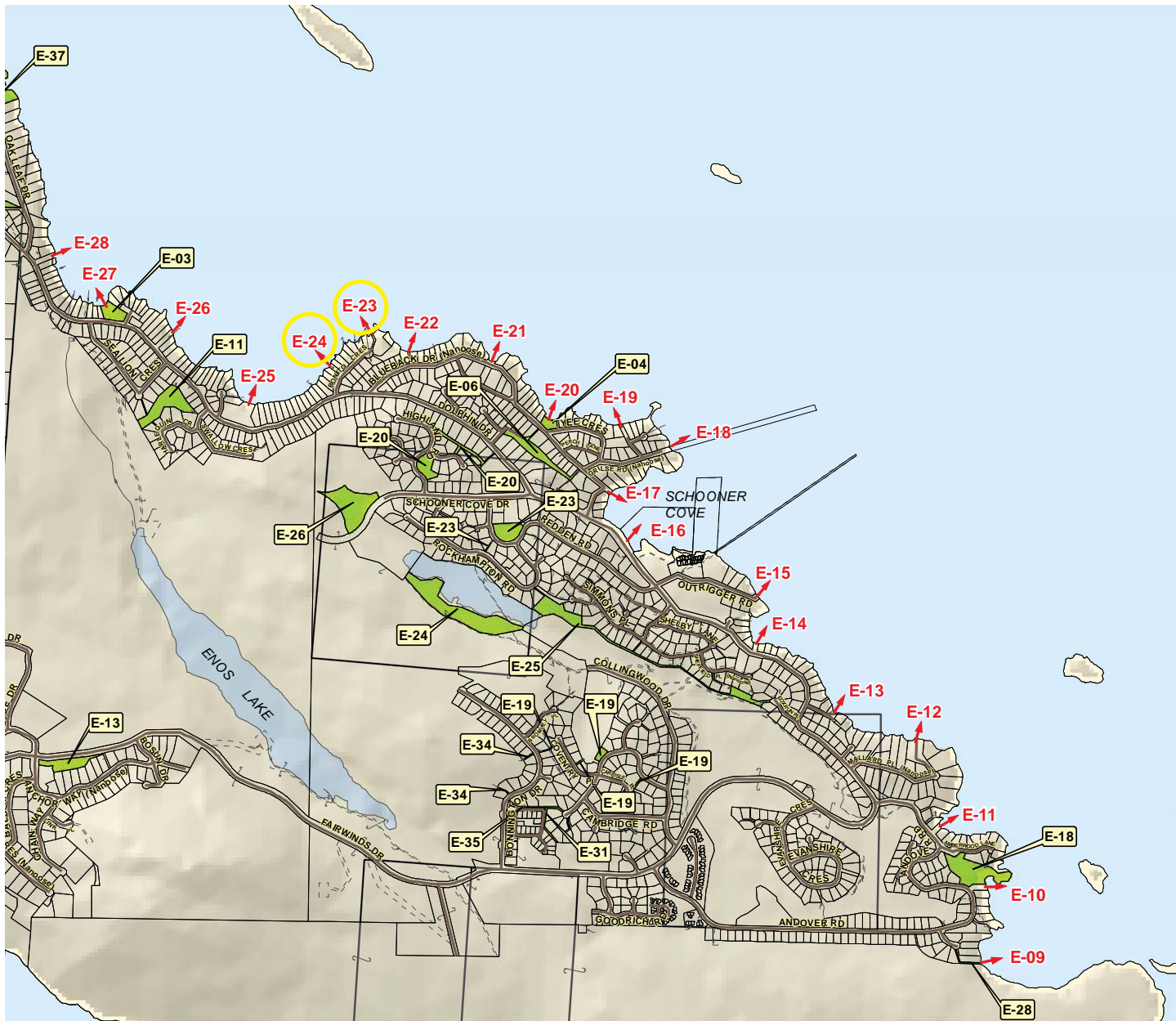
Rowland - as community park project

E-32, E-43, E-56, E-57, E-65, E-66 candidates for signage program.

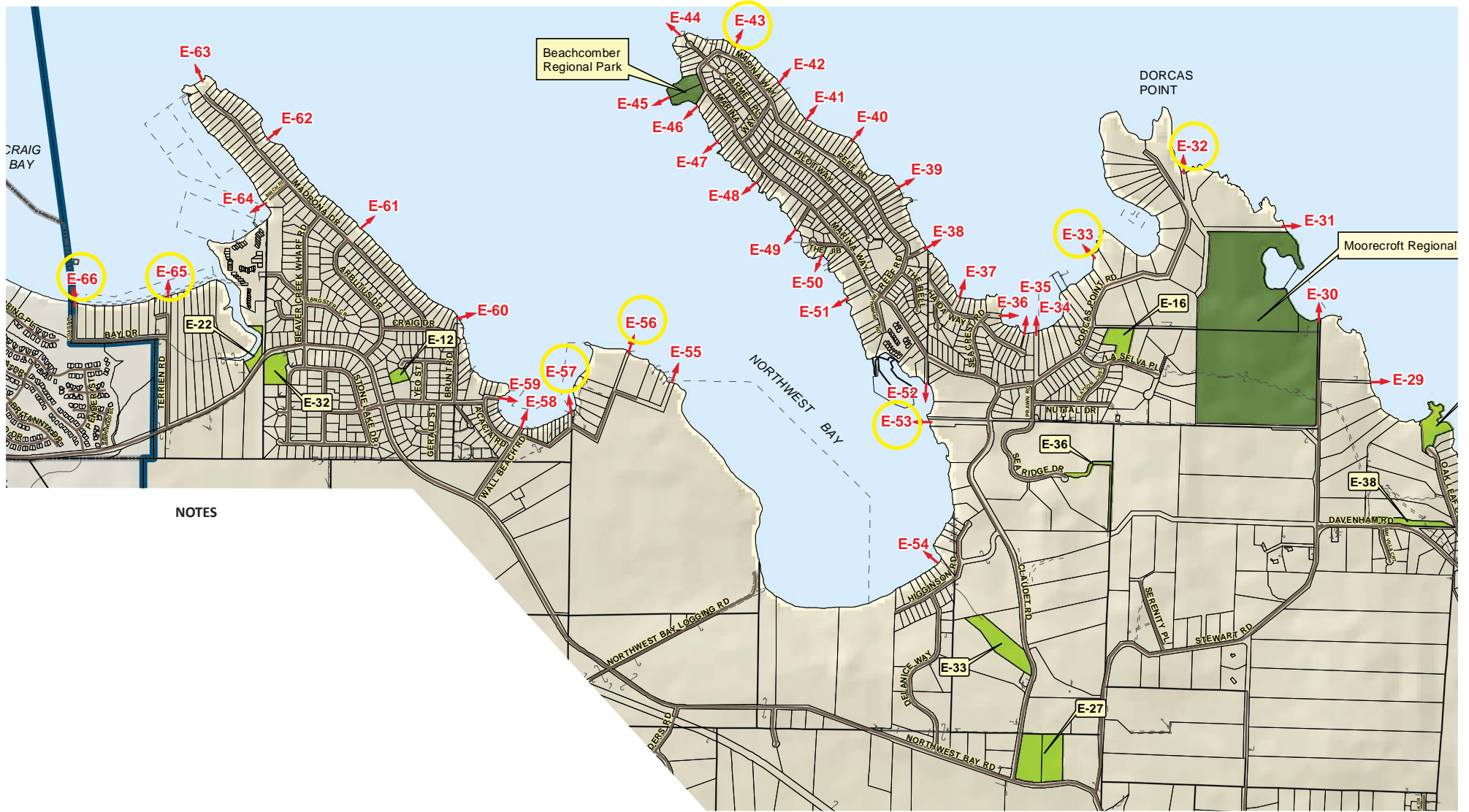
Could consider some ranked '5' for signage program too because mostly all developed, but some may be controversial.

NOTES









### Inventory List of Beach Accesses Area E

ROW Number	Reviewers	Date	Development Suitability	Current State	Human Changes/Structures	Slope To Foreshore	Foreshore Type	Other	Historical/FN Interests
E17	DM/MC	1-Jun-17	4	Treed			4 Rocky Beach	By Schooner Cove Marina	
E18	DM/MC	1-Jun-17	5	Cleared	Trail		1 Rocky Beach		
E19	DM/MC	1-Jun-17	4	Mowed	Mowed	1 - 4@foreshore	Rocky	Nice View but Cliff would be challenging to Access	
E20	DM/MC	1-Jun-17	5					E20 = Blueback Community Park	
E21	DM/MC	1-Jun-17	2	Trees/cleared	Minor Trails/local use		3 Rocky	Would need stairs - limited parking	
E22	DM/MC	1-Jun-17	3	Trees	Minor encroachment by neighbours		3 Nice pebbly beach	Would need stairs all the way	
E23	DM/MC	1-Jun-17	1	Grass/brush/tiny drainage course			1 gravel/pebble beach	Warm and sheltered	
E24	DM/MC	1-Jun-17	1	Brush, trees, some invasives	Minor trail		2 Rocky; pocket gravel beach	Neighbours have cliffs; would support development	
E25	DM/MC	1-Jun-17	3	Trees, brush, swamp, creek	Neighbour's stairwell and fence probably in ROW	1 - 3@ foreshore	Pebble beach	Would require drainage, trails, stairs	
E26	DM/MC	1-Jun-17	2		Neighbours encroached on ROW and it is difficult to locate	2 - 3@foreshore	Pebble beach	Would need stairs	
E27	DM/MC	1-Jun-17	5					E27 = Park Place Community Park	
E28	DM/MC	1-Jun-17	4	Trees/brush at cliff	Paved access; hedges		4 Rocky	Cliff	
E31	DM/MC/VS	22-May-17	?	Trees/brush at cliff			2 Rocky	Moorecroft trail appears to encroach	
E32	DM/MC/WS	22-May-17	1	Trees/brush at cliff	trail		1 cobbles/lots of driftwood	Walk on beach; easy to develop; some parking options	
E33	DM/MC/VS	22-May-17	1	Trees/brush; rough		2 - 4@foreshore	Rocky; uneven		
E34	DM/MC/VS	22-May-17	5	Cleared	gravel trail; bench		1 gravel beach	local kayaks stored there. Drainage channels	
E35	DM/MC/VS	22-May-17	5	Cleared	Old stairs and fence	1 - 3@foreshore	pebble beach		
E36	DM/MC/VS	22-May-17	5	Cleared	trail; a few logs lashed together for erosion protection		1 Rocky; some pebbles		
E37	DM/MC/VS	22-May-17	5	Cleared			1 Rocks	boats, kayaks, paddle boards st shore	old public access marker at beach
E38	DM/MC	26-May-17	2	Cleared; invasives (daphne, stinging nettle)	trail		2 Boulders, rocks, oyster bed	Limited parking as Ludgate Rd. narrow	
E39	DM/MC	26-May-17	4	cleared; lawn	developed road access		2 rough lava rocks	no parking options; narrow	old asphalt/concrete/pilings in foreshore
E40	DM/MC	26-May-17	3	Trees, brush, grass, some native Camas and Rose	Encroachment - yard debris and discarded junk		2 Rocky; uneven; no beach		
E41	DM/MC	26-May-17	3	Road to brush trail with Daphne	Road partway		4 Rocks/boulders	Need stairs to access foreshore; good viewpoint	
E42	DM/MC	26-May-17	2	Unkempt grass; blackberries	Previously cleared but not maintained	1 - 3@foreshore	Rocky Shelf; tiny pocket beach in Intertidal	Nice views	

ROW Number	Reviewers	Date	Development Suitability	Current State	Human Changes/Structures	Slope To Foreshore	Foreshore Type	Other	Historical/FN Interests
E43	DM/MC	26-May-17	1	Road half way; Periwinkle	Neighbour has barricaded part of ROW for private fire pit and chairs		2 Rock/boulders; driftlogs;	Locals interested in development of ROWs so seniors could see whales swim by	
E44	DM/MC	26-May-17	5	Road to steep stairs down to rock shelves	Ditto	1 - 3@foreshore	Rock Shelves	Concrete stairs	
E46	DM/MC	26-May-17	5	Treed	trail			Provides alternative access to Beachcomber Park	
E47	DM/MC	26-May-17	2	Mostly cleared	Ditto	1 - 2 - 4@foreshore	Rocky beach	Outstanding view; would need fence at top of cliff Neighbour supports usage	
E48	DM/MC	26-May	4		Complete encroachment by neighbours on both sides			Driveway; retaining wall; etc.	
E49	DM/MC	26-May-17	2	Steep slope w?Garry oak above foreshore	1/2 is Whitecap Rd; neighbour barriers to discourage access	1 - 3@foreshore		Views compromised by tree location	
E50	DM/MC/VS	22-May-17	5	cleared	trail; fenced one side		1 pebbles; driftwood	Lovely small cove; heavily used. The Jib is narrow and public parking a big issue	
E51	DM/MC	1-Jun-17	3	Trees; some broom/daphne	No trail but stairs at cliff	2 - 4@foreshore	Rocky; some pebble beach @ high tide	Would require stairs and fences	
E52	DM/MC	1-Jun-17	4	Trees/brush	charis; stairs; no trail	1 - 4@foreshore	gravel; cobble rock	View compromised by oak/fir	
E53	DM/MC	1-Jun-17	1	Trees; rough ground	none	1 - 2 - 1@foreshore	Rocky	Wide ROW; Driveway for 1675 Claudet may encroach; would need a trail created	
E54	DM/MC	1-Jun-17	5	Treed; creek nds in gravel beach berm	Trail		1 Pebble beach	Could use more parking	
E01	DM/MC	Sept. 7 2017	5	Cleared	Road Access to Beach		1 Gravel to Mud Flats. Extensive low tide area.		Yes, Bivalve Tenure
E02	DM/MC	Sept. 7 2017	4	Natural High Estuary	Minor Trails		1 Mud and Intertidal Vegetation	Adjacent wildlife preserve- National Wildlife Area (WMA)	
E3	DM/MC	Sept. 7 2017	2, but can access beach from Rowland	Trees, Brush, swampy media bottom.	Minor bushwacking trails		2 Gravel to sand. Grassy bench @HTL	Blorker Road	n/a
E4	DM/MC	Sept. 7 2017	1, in conjunction with Rowland Park E29	Gravel Road to beach edge. Park and Surrounding Row Treed	Gravel Road to beach edge. Park and Surrounding Row Treed		1 Gravel beach. Extensive walking length on beach.		U
E6	DM/MC	Sept. 7 2017	2. Still need access development at bottom of slope to stairs.	Roadend - recent gravel added to slope			3 Large gravel and stones		No known

ROW Number	Reviewers	Date	Development Suitability	Current State	Human Changes/Structures	Slope To Foreshore	Foreshore Type	Other	Historical/FN Interests
E7	DM/MC	Sept. 7 2017	3-switchback trail and stairwell required to access beach. *Teds Road-easy access to same beac	Natural, treed	None. Not event a trail	Three to four	Wide flat gravel beach on lower tide		Unknown
E8	DM/MC	Sept. 7 2017	4-Middan?-oyster shell beach	Treed, paphne	Trail-post public access		3 Upheaval Rock		First Nations bi-valve tenure
E9 (E28 Park) Ainsley Place Community Park	DM/MC	Sept. 7 2017	5	Established Park with Trail and stairs to gravel beach	Established Park with Trail and stairs to gravel beach	n/a	n/a		
E10	DM/MC	Sept. 7 2017	4-Used as an alternative entrance to brickyard bay	Trees	Well used trail to Brickyard	3 - Bolders, rough terrain			
E11	DM/MC	Sept. 7 2017	4	Rip rap, pear tress, power boxes @ road.	Utility Corridor	2 to 3	Rocky		
E12	DM/MC	Sept. 7 2017	2 - Minimal parking, beach unusable, great outlook, lots of good sitting rock.	Trees, brush, some daphne	Good trail	2to 4 at waters edge	Rocky with drop off		
E13	DM/MC	Sept 7 2017	3 to 4 Poor parking - 3 max at roadsid, Would require steep stairs	Tree: Willow, thistle and blackberry			4 Rock and some gravel and cobble		
E14	DM/MC	Sept 7 2017	3 - probably stairs	Trees, brush, arbutus, oak, fir		3 to 4	Gravel , cobble, rocks		
E15	DM/MC	Sept 7 2017	3-could be a viewpoint with benches or picnic table. Good outlook to islands	Road end - Garry Oak, Fir, Grasses	None	2 to 4	Rocky, boulder, sandstone		
E16	DM/MC	Sept 7 2017	4	Roadfill Schooner Cove and nonnative grasses			2 Rocky - Rip Rap		
E17	DM/MC	June 1 2017	4	Treed		4 - Steep cliff from road	Rocky Beach	By Schooner Cove Marina	



ROW Number	Reviewers	Date	Development Suitability	Current State	Human Changes/Structures	Slope To Foreshore	Foreshore Type	Other	Historical/FN Interests
E29	DM/MC	Sept 12 2017	1 to 2	Treed and dense underbrush. Possible gravel road part way in. Deer path. By Moorecroft.			2 Gravel to rock and small boulder, driftwood at shore.	Connects around the bay to Oakleaf @ lower tide. Possibly to Moorecroft as well.	No known
E55	DM/MC	Sept 6 2017	3	Trees, brush, wetland	None		1 Strewn boulder and rock over sandstone. Wide walkable beach access to Northwest Bay		
E56	DM/MC	Sept 5 2017	1 - Good Parking	Trees, bush	Well used trail		2 Sandstone and rock and boulders. Access to a lot of foreshore.		
E57	DM/MC	Sept 5 2017	1	Treed	Good Trail		1 Gravel beach contiguous (c with line on top) E58		
E58 (Wall Beach)	DM/MC	Sept 5 2017	2 - Off street parking limited	Road end, vehicle accessible	Lrg.		1 sand, gravel to mud @ low tide		
E59	DM/MC	Sept 5 2017	4	Treed, blackberry, ivy	Short trail through blackberry to cliff	1 to 4	Sandy, gravel beach		
E60	DM/MC	Sept 5 2017	5	Treed, bush blackberry, daphne, ivy	Well used trail	1 to 3	Deep sandstone beach- full lot wide @ water		
E63	DJ/MC	Sept 6 2017	5	Treed (c with line over it) paths, invasive ivy	Trails, park bench on concrete slab		1 Sandstone beach	end of cul de sac with only 2 parking spots (triangle symbol with three dots) parking a chronic issue (c with line over it) neighbours	None
E61	DM/MC	Sept 6 2017	5 - Good Parking	Tree, brush, blackberry, ivy, invasive daphne	Trail - well used		2 Sandstone beach		No known
E64	DM/MC	Sept 6 2017	2 - Could develop switchback trail	Trees, brush, moss	Lightly used trail, rough switchback trail down embankment	1 to 4	Mud, large rocks, boulders, wide intertidal		
E62	DM/MC	Sept 6 2017	5 - 6 - six or eight parking spaces offroad	Treed, bush	Trail to beach		1 Pocket gravel beach (c with line on top) sandstone either side		No Known
E65	DM/MC	Sept 8 2017	1	Natural brush, trees	Minor Trail		1 Sand/gravel. Mudflats below. Extensive LT zone	In WMA	U
E66	DM/MC	Sept 8 2017	1 (Enhance E65 or E66 Same beach, similar habitat	Trees, brush	Good well used path to beach		1-Jan Gravel to intertidal grass and algae		No Known
Site visit conducted of those ranked '1' for Development Suitability									

**TO:** Parks Committees and Commissions      **MEETING:** January 30, 2018

**FROM:** Wendy Marshall  
Manager of Parks Services

**SUBJECT:** Parks Update Report – Fall 2017

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## RECOMMENDATION

That the Parks Update for Fall 2017 be received as information.

## SUMMARY

Parks' staff continued to work on projects identified in the 2017 Parks Work Plan and the RDN 2017 – 2021 Operational Plan Report.

### *Planning and Capital Projects – Key Highlights*

#### **E & N Finishing and Opening Event (R+P-100A-2014)**

Trail etiquette signs were erected and way marker posts installed. Kiosk signage was developed and installed. The official opening of the trail was held mid-October in conjunction with a celebration of the RDN's 50<sup>th</sup> anniversary. Numerous community and user groups participated in the event. Trail counters have been ordered and will be installed in the New Year; trail benches are being planned. The project engineer has completed the one-year warranty inspection of the trail and a small number of items will be forwarded to the trail contractor for action. Since the trail reopened for equestrian use last year no issues have been reported.

#### **Mount Benson Parking Facilities (R+P-40-2016)**

On October 3, 2017, the RDN Board approved the purchase of 2761 Benson View Road for the purpose of developing a parking lot and trailhead amenities for Mount Benson Regional Park. On January 5, 2018 the RDN took ownership of the land. Parks staff are now working through the next stages of the project which include meeting with stakeholders, refining the site design with project engineers and beginning site preparation for the project. The goal is to have the parking lot constructed by the end of 2018. On-going updates will be provided to the area residents and will be posted on the RDN website as they become available.

#### **Driftwood Beach Access Stairs**

An information and community feedback session was held onsite at the Driftwood Road beach access site on November 4<sup>th</sup> with neighbours in the immediate area and surrounding roads. Park staff are following up on some of the questions received and will be providing a summary to the next Electoral Area 'A' Parks, Recreation and Culture Commission meeting. Feedback from the neighbourhood was mixed with just over half of seventeen respondents wanting to see the stairs developed as proposed and just under half not wanting the RDN to become involved at this site.

### **Beachcomber Management Plan**

An Open House was held on October 4, 2017 at Beachcomber Regional Park with 25 residents in attendance. A final Management Plan document is underway and is scheduled to be presented to the Regional Board in February 2018. The plan will reflect the input gathered from the public consultation process including open houses and online survey.

### **Huxley Park Projects (R+P-34-2016)**

#### Playground

The construction of the playground is complete. The project was funded in part through grants from the Nanaimo Foundation, the Gabriola Lions Club as well as Community Works Funds. The works included site clearing and re-grading, the installation of two new play structures, a bench and seating wall, a cedar porta potty surround, as well as improvements to an existing park path.

#### Sports Courts

The improvements to the existing tennis courts and sports court are complete. The project was funded in part through a Canada 150 Infrastructure grant, Community Works funds as well as a donation from the Gabriola Ball Hockey Association. The works included tennis court resurfacing and the installation of a new sports court dasher board system which involved the removal of the existing boards, construction of new perimeter footings and drainage upgrades.

#### Skatepark

Concept drawings and cost estimates for the Gabriola Skatepark are complete. The draft concept plan was presented at a community workshop on September 13<sup>th</sup> and the input received was considered and modifications to the plans were made before the final plan was posted on the RDN website on October 19<sup>th</sup>.

### **Regional Trail from Horne Lake and Heritage Designation (R+P-31-2016)**

An RFP was issued for the review and assessment of the Mount Mark rock fall area for trail purposes. The successful proponent, Thurber Engineering (Victoria), studied the rock fall area on the north side of Horne Lake, undertook field reconnaissance, liaised with the Horne Lake Strata, consulted other jurisdictions with trail involving hazardous terrain, and produced a report including recommendations for trail route and risk mitigation. No reasons for avoiding trail development were identified and the report concluded that the level of risk for trail users should be comparable with that experienced on other steep terrain trails in BC. A final report on the project was duly submitted to the Rural Dividends Program, which funded half the cost of the \$20K geological engineering study.

Preparatory survey work on locating the 1911 Horne Lake Road west of Horne Lake Regional Park to the ACRD border was completed, and the basis for an RFP to create and post an updated plan and undertake a marked centre-line traverse of the undeveloped road was identified. The RFP will be issued in 2018.

### **Benson Creek Falls Facilities (R+P-33-2017)**

Following the renewal of the 30-year lease with the Province of BC for the management of Benson Creek Falls Regional Park, a design team was retained to undertake the conceptual design of a creek crossing and an improved descent to Ammonite Falls within the park. Conceptual design options were received at the end of December and public information and feedback is expected to occur early in 2018 before moving on to detailed design.

A conceptual layout for a 40-stall parking lot off Weigles Road has also been developed to improve access to the park from the north. Following permits/approvals from the Ministry of Transportation and Infrastructure and the Province of BC, the project will move into detailed design.

#### **Es-hw Sme~nts Community Park Development (R+P-100A-2014)**

In early October, a park dedication and opening took place for Es-hw Sme~nts (*Eshk-Sments*) Community Park, including prayers and song by Nanoose First Nations elder and youth. Aside from the addition of a welcome sign, some interpretive signs and a picnic table, work at this park is complete.

#### **Stanhope Trail (R+P-100A-2014)**

The construction of the soft surface trail was completed in December. Split rail fencing will be installed as weather permits throughout January; the revegetation of the side of the trail will occur in April 2018.

#### **Meadowood Way Community Park – Community Centre Development (R+P-43-2017)**

The site plan for the community centre and park area directly adjacent the future building is underway. A traffic impact assessment (MOTI requirement for permit) will be conducted in January 2018 to establish a location for the vehicular access road off Galvin Place.

#### **Park Registry and Mapping**

Working with GIS Services, an acquisition registration system was developed and registry numbers assigned to all park properties. Park acquisition maps and legal data tables were completed for Electoral Area A, with work on the other areas underway. A revised electoral area planning map format was developed and map produced for Area A. Work continues on the creation of individual park operations maps as well as maps that show all recreational resources, RDN and non-RDN, available to residents and visitors in an electoral area.

#### **Service Calls**

The fall of 2017 has been a busy time for staff responding to tree related work and following up on service requests from the public. Hazard tree removals were completed in Beachcomber Regional Park and Brickyard Community Park. Invasive species removal, primarily Broom, was removed from a large section on the Westside of Nanaimo River Regional Park. Common service requests this fall include reports of trees down, acts of vandalism, clean-up of illegal dumping, seasonal trail clean-ups, domestic and wild animal complaints, and illegal camping.

#### **Parks Programming**

The Request for Proposals for Outdoor Programs 2018-2020 was completed and the contract was awarded to RLC Park Services. Working with RLC Park Services and our other instructors, programs for Spring and Summer 2018 are planned and work on the Spring and Summer 2018 Active Living Guide is underway. Programs will include both new additions such as Night Hikes/Walks at Englishman River Regional Park and past successful programs such as the GO Wild Outdoor Children's Camps at Moorecroft Regional Park and hiking programs at various parks and trails.

#### **Park Use Permits**

Area A – A permit for the Cedar Skate Park was issued to the Nanaimo Skateboard Association for their annual fundraiser on September 10, 2017.

Area C – A permit for a running event held on September 23, 2017 was issued to the International Widows and Orphans Fund for access to Mt. Benson Regional Park and Witchcraft Lake Regional Trail.

Area E – A permit was issued to Nanoose Bay Elementary School for their outdoor “classroom” and outdoor field trips to Moorecroft Regional Park from September 2017-June 2018.

Area F – A permit for groundwater monitoring was issued to Mid Vancouver Island Habitat Enhancement Society (MVIHES) at Englishman River Regional Park. They were also issued a permit for a course “Study of Aquatic Insects” at Englishman River Regional Park held September 9 and 10, 2017. The RDN Watersmart Team and School District 68 & 69 were issued permits for field trips into Englishman River Regional Park to study the watershed. The field trips took place on September 20, 28 and October 12, 2017. A permit was issued to Corcan-Meadowood Residents Association for the 7<sup>th</sup> Annual Halloween Event at Meadowood Community Park.

Area G – A permit was issued for vehicular access to a private property to construct a carriage house from Boulton Community Park to Stryker Contracting.

Area H – A permit was issued for a wedding at Horne Lake Regional Park held September 23, 2017.

## **ALTERNATIVES**

1. That the Parks Update Report for Fall 2017 be received as information.
2. That the report not be received as information and alternative direction be provided.

## **FINANCIAL IMPLICATIONS**

Electoral Area projects identified in this report are funded through the applicable Community Parks Budget and in some cases are supplemented by Community Works Funds or grant funding. Regional Parks projects are funded through Regional Parks Budget.

## **STRATEGIC PLAN IMPLICATIONS**

Projects in this report support the RDN's strategic priorities for Service and Organizational Excellence and Focus on the Environment:

- Delivering efficient, effective and economically viable services that meet the needs of the Region;
- We will fund infrastructure in support of our core services employing an asset management focus;
- As we invest in regional services we look at both costs and benefits — the RDN will be effective and efficient;
- We recognize community mobility and recreational amenities as core services; and
- We will have a strong focus on protecting and enhancing our environment in all decisions.



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Wendy Marshall  
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January 17, 2018

Reviewed by:

- T. Osborne, General Manager of Recreation and Parks
- P. Carlyle, Chief Administrative Officer

Attachments

1. Parks Work Plan – December 2017

**Parks Work Plan  
December 2017 Update**

Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
A	16-785	2017-002	Beach Accesses	Driftwood Beach Access stair consultation and design	2017	2017 Q2	Underway	Meeting held with neighbours in November. Comments being reviewed by staff.
A		2018-001	Beach Accesses	Driftwood Beach Access stairs construction	2018		Not started	Planned for 2018
A	17-153	NEW 2017-053	Cedar Plaza	Review Possible Alternatives to allow water	2017	2017 Q4	Underway	Application to NCID underway for future connection.
A	15-568	2016-001	Cedar Plaza	Tipple construction	2016	2017 Q1	Completed	Construction has started but is delayed due to weather. Project now complete.
A	Staff	2017-003	Skatepark	Concrete headwalls	2017	2017 Q3	Completed	Project complete. Oct 2nd 2017
A	15-568	2017-001	Cedar Plaza	Sign boards for the Tipple Structure	2017	2017 Q1	Completed	Completed
A	17-516	NEW 2018-023	Skatepark	Review options for a viewing platform	2018		Not started	Planned for 2018
B	15-369	2016-003	Huxley	Skate Park concept design	2016	2017 Q1	Completed	RFP has been awarded; first public workshop completed; concept and costing to 90% complete.
B	16-346	2016-007	McCullum Road Cash in Lieu	Work with Developer for processing the Cash in Lieu	2016	TBD	Underway	Waiting for developer to received his PLA and final approval.
B	16-677	2016-008	Development	Density transfer/subdivision review and comment	2016	2017 Q2	Completed	Early referral report done for board and response sent to Islands Trust (IT). Received additional IT referral March 10, 2017. Report to go to POSAC and Board spring 2017. Staff examining referral and report underway for July POSAC.
B	Grant	2017-004	Huxley	Playground design and install	2017	2017 Q4	Completed	Construction complete. Submit final grant report 28Feb2018.
B	15-438	2017-005	Huxley	Sport Court upgrades	2017	2017 Q4	Completed	Site prep complete; board install/project complete 31Dec. Submit final grant report 28Feb2018.
B	16-348	2017-006	707	Signs review and update	2017	TBD	Delayed	November 20, 2017 POSAC motion to defer project until the 707 property addition. Project to include new park addition.
B	15-089	2017-007	Rollo	Dog Park design - work with community group	2017	TBD	Delayed	November 20, 2017 POSAC motion to defer project until the Cox CP property addition. Project feasibility to include new park addition.
B	17-112	NEW 2017-054	Rollo	Determine Feasibility of Lion's Storage Shed			Completed	Determined that unfeasible due to Island Trust zoning restrictions.
B	Staff	2017-008	Bluewhale and Queequeg	Rebuild Beach Access stairs	2017	2017 Q3	Completed	Planned for the summer of 2017
B	Staff	2017-009	Joyce Lockwood Stairs	Rebuild Beach Access stairs	2017	2018 Q2	Underway	Geotech assessment of Site Complete, Replacment Design to start 2018.
B	15-565	2016-005	Cox	Entry sign installation	2016	2017 Q1	Completed	Sign is ordered and will be installed in the coming weeks. Project now completed.
B	15-565	2016-006	Cox	Bench installation	2016	2017 Q1	Completed	Benches to be installed in next few weeks. Project now completed.
B	Posac	2016-007	Whalebone	Various upgrades	2016	2017 Q3	Completed	Work to continue throughout 2017.
B	Staff	2017-010	Malspina Galleries	Trail work/garbage can install	2017	2017 Q3	Completed	Planned for the summer of 2017. Garbage recepticle ordered. Project now complete.
B		NEW 2017-074	Huxley	Phase 2 Playground purchase and install	2017	2017 Q4	Completed	Equipment purchase and install to take place this fall. Board approval received Sept 12. PO to be issued. Completed
B	17-474	NEW 2017-070	New parklands	Include planning and development of new lands in POSAC planning and long term financial plan	2017	2018 Q1	Underway	Funds included in the 2018 five-year plan.

**Parks Work Plan  
December 2017 Update**

Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
B-CWrks	Board	2015-001	Village Way Path	Design/MOTI approval	2015	2017 Q1	On Hold	Following direction from new government, MoTI now willing to look at non-vehicular infrastructure in ROW. In 2018, MoTI consultant will develop general guidelines. RDN promoting Village Way (original design) as an early pilot project.
B-CWrks		2017-011	Village Way Path	Construction	2017	2017 Q4	Suspended	To be determined once costing is obtained and direction provided by Area Director.
C EW/PV	Posac	2018-003	Anders Dorrit	Information sign design and install	2018		Not started	Planned for 2018
C EW/PV	Posac	2018-004	Anders Dorrit	Detailed design	2018		Not started	Planned for 2018
C Ext	Staff	2016-017	Park Improvements	General	2018 Q1	2018 Q2	Not started	Work to begin in 2018.
C Ext - CWrks		2018-002	Extension School	Agreement/Reno	2018		Suspended	No agreement with SD 68 at this time. Planned for 2018
E	Posac	2018-005	Trail Project	TBD	2018		Not started	Planned for 2018
E	17-156	NEW 2017-056	Open Space Plan	Recind plan and use CPTS	2017	2017 Q2	Completed	Plan has been removed from the website. Completed.
E	17-410	NEW 2017-062	Es-hw Sme~nts	Park be named Es-hw Sme~nts Community Park	2017	2017 Q3	Completed	Signs with name have been ordered and will be installed this September.
E	17-409	NEW 2017-065	Nanoose Road Community Park	Contact crown to expand use under the lease	2017	2017 Q4	Underway	Letter was sent to Crown, awaiting response.
E	17-408	NEW 2017-066	Natural Playground	Examine parks suitable for a natural playground and report back	2017	2017 Q4	Completed	Staff summary report prepared for POSAC consideration.
E		NEW 2017-067	Park Opening	Opening Ceremony for Es-hw Sme~nts	2017	2017 Q3	Completed	Opening scheduled for October 4.
E	17-155	NEW 2017-055	Nanoose Road Community Park	Remove Playground Structure and determine alternative use	2017	2017 Q4	Underway	Playground Removed. Discussions for alternation use to be undertaken with POSAC. Playground now removed.
E	16-197	2016-009	Claudet	Utilities lot transfer	2016	TBD	Underway	Information was provided to Water Services. Work to continue in 2018.
E	17-517	NEW 2018-024	Stone Lake Drive	Natural Playground	2018		Not started	
E-CWrks	Board	2015-002	Blueback	Construction	2015	2017 Q2	Completed	Construction complete; landscape planting will take place in the fall.
E-CWrks	16-564	2016-010	Es-hw Sme~nts	Development as per plan	2016	2017 Q1	Underway	Phase 1 complete, benches recently installed. Phase 2 - fencing, interpretive signs and final landscaping under for fall 2017 completion.
E-CWrks	17-154	NEW 2017-057	Jack Bagley	Agreement for CW funds for SD69	2017	2017 Q2	Completed	Agreement to be circulated shortly. Agreement concluded and money transferred.
F	Posac	2017-012	ACT Trails	Land Agreement for trail development	2017	2017 Q1	Changed to 2017-050	Route changed, land agreement no longer needed. See project number 2017-050.
F	17-311	2017-050	ACT Trails	Braddock-Leffler Rd trail development	2017	2017 Q1	Complete	MOTI permit received; construction complete.
F	Staff	2018-007	Errington	Operator Agreement	2018		Not started	Planned for 2018
F	Staff	2017-013	Meadowood	Parking lot improvements	2017	2017 Q3	Completed	Planned for Fall of 2017
F	17-310	2018-009	ACT Trails	Surface David Lundine trail	2017	2017 Q4	Not started	Work assessed and planned for 2018



**Parks Work Plan  
December 2017 Update**

Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
F	Posac	2018-006	Errington	Playground design	2017 Q4	2018 Q4	Underway	Public engagement has started. Stakeholder meetings with Hall Board (already held), Heartwood Home Schooling, and Errington School are underway. Open House is planned for late February, early March 2018. Completed Master Plan ready for presentation to the Board in July 2018. Detailed design of bike skills park and playground to start in Fall 2018.
F	17-312	NEW 2017-064	Errington	Bike Skills Park to be included in development plans for the park	2017 Q4	2018 Q4	Underway	Bike skills park is included in the plans for the park.
F-CWrks	Posac	2019-001	Errington Playground	Construction	2019		Not started	Planned for 2019
G	Staff	2017-015	Boulton	Replace playground borders	2017	2017 Q3	Delayed	Delayed until 2018
G	16-619, 17-157	2017-014	Stanhope Trail	Planning, construction	2017	2017 Q4	Underway	The soft surface trail is to be complete by the end of December 2018. Planting to take place in Spring.
G	Posac	2018-010	River's Edge Plan	Playground design	2018 Q3	2019	Not started	Planned for 2018.
G-CWrks	16-059	2016-012	Little Qualicum Hall	Assessment and report on condition of the building	2016	2017 Q1	Completed	Report being prepared for the March Area G POSAC meeting. Report sent to March meeting.
G-CWrks	17-158	2018-011	Little Qualicum Hall	Close and remove building	2018	2017 Q3	Delayed	Communications regarding closure underway with stakeholders/residents. Project now included in #2017-063
G-CWrks	17-405	NEW 2017-063	Little Qualicum Hall	Postpone demolition and undertake a new review and community consultation	2017	2018 Q1	Underway	After the June POSAC meeting, staff were directed not to close the building but to work with residents on other options. A new engineering assessment is underway.
G-CWrks	Posac	2019-002	French Creek Paths/Trails	TBD	2019		Not started	Planned for 2019
H	Other	2016-014	Roadside Trails	OPC planning - work with Planning Department on their process	2016	2017 Q1	Complete	Response provided on the drafts of the Active Transportation plan and OCP.
H	16-281	2016-017	Beach Accesses	Assess sites and install signs at sites identified by the POSAC	2016	2017 Q1	Completed	Planning work completed. New sign-posts and signs installed.
H	17-020	2017-016	Dunsmuir	Detail design	2017	2018 Q1	Underway	Design consultant retained. Start-up meeting complete. Staff design review #1 Jan 8, 2018. POSAC / Director request to review 80% construction drawings at Feb 19, 2018 POSAC meeting.
H		2018-012	Dunsmuir	Phase I construction	2018		Not started	Planned for 2018
H	Posac	2018-013	Wildwood	Kiosk development and install - split with Regional	2018		Not started	Planned for 2018
H	Posac	2019-003	Oakdowne	Licence on other crown parcels surrounding the park	2019		Not started	Planned for 2019
H	17-407	NEW 2017-062	Beach Accesses	Contact MOTI regarding the encroachment at McColl Road	2017	2017 Q3	Complete	MOTI contacted. Follow up required to determine next steps.
H	Staff	2016-013	Lions Park	Operator Agreement	2016	2017 Q1	Underway	Draft licence to cover the hall and MoU to address minor grounds operations sent to the Lions Club in early December 2017. Meeting with the Lions expected by end of January 2018.
H	Other	2016-015	Trails Initiative	Community Trails - GIS work and signs	2016	TBD	Underway	Signs installed at Hatchery. GIS captured trail data. Signs to be installed.

**Parks Work Plan  
December 2017 Update**

Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
H	Staff	2017-017	Thompson-clark	Stair repair	2017	2017 Q3	Completed	Completed Fall 2017
H	17-021	NEW 2017-058	Dunsmuir	Clear view corridor into park	2017	2017 Q3	Completed	Staff to review on-site works in March. Site work identified and Staff awaiting contractor quotes.
H	Board	2014-582	Grant - Lighthouse Community Centre Society	Blding upgrades as identified by the LCCS -Installment 4	2017	2017 Q2	Completed	Report for 2016 spending received. Funds for 2017 will be released once budget is approved and funding requests received from the LCCS. Agreement signing underway. Cheque to be released April 1.
H-CWrks	Other	2020-001	Area H Roadside Trails	Work with MOTI on any development of trails along the road.	2020		Not started	Timing will depend on the Active Transportation Plan currently under development.
Other - Comm	Other	2018-014	Bike Network Plan	Develop plans	2018		Not started	Planned for 2018
Other - Comm	Operational		Development	Subdivision/parkland - review, comments and POSAC input			On Going	Ongoing as required through planning
Other - Comm	16-616	2016-018	Park Signage	Remove old and install simple signage	2016	2019	Underway	Majority of signs removed and replaced with park name signs. New sign designs underway.
REG	Operational	2017-073	Horne Lake	Operator RFP	2017	2018 Q1	Underway	Planned for winter 2017. RFP close Dec 21, 2017. Contract to start Feb 1, 2018.
REG	Operational	2017-028	Descanso	Operator Agreement	2017	2017 Q3	Completed	RFP submissions received and new operator selected.
REG	16-649	2017-038	Coats Marsh	Bat study	2017	2017 Q1	Complete	Consultant selected and study to take place in June. Report recieved October 11, 2017.
REG	Operational	2017-071	Witchcraft Lake RT	5 year licence expires 30 November 2017	2017	2017 Q4	Underway	City staff contacted in Spring; existing agreement contains a five year renewal clause.
REG	Staff	2017-020	TCT	Timberlands Road trail head development	2016	2017 Q4	Underway	Rural Dividends Program \$30K development grant awarded 3 March. First meeting with landowner Island Timberlands held 16 March; request still under review by IsT. Request for extension to end of 2018 submitted to Rural Dividend Program. Meeting with Real Estate Director scheduled for January 2018.
REG	17-383	NEW 2017-061	CPR Trail	Renew the trail licence	2017	2017 Q3	Completed	Board report written and board approval received. Paperwork sent back to Island Timberlands and fee paid.
REG	16-766	2017-023	Horne Lake Regional Trail	Planning	2016	2018 Q2	Underway	Rural Dividends Program \$10K planning grant awarded 21 February 2017. RFP for geological engineering review and assessment issued and awarded to Thurber Engineering. Meeting held with Strata, Port Alberni and ACRD to review potential trail route. A surveyor hired to clarify issues related to 2005 posting plan of part of 1911 Rd. Thurber and surveyor contracts concluded.
REG	16-767	2017-024	Horne Lake Heritage Trail	Historic designation	2017	2020	Underway	Work initiated to determine which FNs might be involved. Discussed heritage trail concept at meeting with ACRD and Port Alberni staff.
REG	Other	2019-004	Top Bridge	Reroute trail and parking lot in City of Parksville	2019		Not started	Planned for 2019. Timing depends on the City of Parksville.
REG		2020-003	Horne Lake Regional Trail	Construction	2019	2020	Not started	Construction planned to begin in 2019 and finish in 2020.
REG		2017-069	E&N -- Coombs to Parksville Rail Trail	Opening Event	2017	2017 Q4	Completed	Official opening and trail event held in mid-October in conjunction with RDN 50th.
REG	17-227	NEW 2017-060	E&N -- Coombs to Parksville Rail Trail	Horse Parking - Wood lot	2017		On hold	Being pursued in conjunction with a pending Area F amenity contribution from industrial land rezoning.

**Parks Work Plan  
December 2017 Update**

Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
REG	16-126	2016-024	Mount Benson	Race Event - work with event holders	2016	2017 Q1	Completed	Second running event planned for Sept. 23. Group has meet with RDN and NALT to confirm route through park and has applied for Parks Use Permit.
REG	Mngmnt Plan	2016-025	Moorecroft	Agreement - La Selva entry	2016	2017 Q1	Underway	Agreement required with a second landowner. Staff in communication with residents in the area.
REG	Staff	NEW 2017-052	Moorecroft	Planning Development Zone	2017	2017 Q3	Completed	Stakeholder planning workshop was held in May 2017 to review and establish a path forward for improvement in the park. A report is going to fall RPTSC.
REG	16-480	2016-026	Moorecroft	Planning with First Nations	2016	2017 Q4	Underway	Will continue discussions with FN regarding building in the park.
REG	Mngmnt Plan	2017-021	La Selva	Construction	2017	2017 Q2	Delayed	Will begin once agreement is signed by all parties.
REG	Mngmnt Plan	2017-033	Naniamo River	Interpretive signs design and install	2017	2017 Q3	Completed	Completed.
REG	Mngmnt Plan	2017-034	Naniamo River	Install benches	2017	2017 Q2	Completed	To be installed once received from supplier.
REG	16-666	2017-036	Mount Benson	Parking solution	2017	TBD	Completed	Staff investigating parking improvements for Board Consideration. Land purchased.
REG	Operational	2017-070	Mount Benson	Volunteer Agreement	2017	2018 Q2	Underway	Volunteer Agreement for trail improvement work by Island Mtn. Ramblers.
REG	16-669	2017-048	Benson Creek Falls	Parking feasibility study and design - Weigles entrance	2017	TBD	Underway	Survey and concept design underway this fall.
REG	16-668	2017-049	Benson Creek Falls	Parking - monitor and communicate with residents	2017	2017 Q4	Underway	Staff met with residents in mid-March to ensure open communication moving forward.
REG	Mngmnt Plan	2018-019	Benson Creek Falls	Kiosk	2018		Not started	Planned for 2018
REG	Staff	2018-020	Arboretum	Kiosk upgrade -design new sign with volunteers and install	2018		Not started	Planned for 2018
REG	Mngmnt Plan	2018-021	Moorecroft	Picnic shelter design/tender	2019		Not started	Report is going to fall RPTSC to prioritize project - proposed for 2019.
REG	Mngmnt Plan		Moorecroft	Toilets and Water line upgrade	2018		Not started	Report is going to fall RPTSC to prioritize project - proposed for 2018.
REG	Other		Fairwinds	Development - PDA		TBD	Completed	PDA amendments approved by Board.
REG	Board	2015-003	Benson Creek Falls	Licence renewal	2015	2017 Q1	Completed	Completed
REG	Operational	2016-028	Beachcomber	Management Plan development	2016	2017 Q2	Underway	First round public consultation completed. Draft plan being written. Waiting for consultant work conclude before finalizing document. Draft plan written and out for public feedback.
REG	Staff	2017-027	Descanso	Tractor purchase	2017	TBD	Suspended	Purchase decision of replacement tractor under review.
REG	Staff	2017-019	Ammonite Falls Trail	Bridge studies	2017	2017 Q4	Not started	Moved to 2018.
REG	Staff	2017-029	Englishman River	Geo technical study of the bank above the road	2017	2018 -Q2	Not started	Move to 2018. Due to Consultant availability.
REG	Staff	2017-040	Moorecroft	Vault toilet install	2017	TBD	Not started	Location and type of toilet to be determined through planning for the development zone.

**Parks Work Plan  
December 2017 Update**

Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
REG	Staff	2018-018	Descanso	Septic field studies	2018		Underway	Existing system pumped and inspected by Environmental Health Officer. Awaiting Report.
REG	Staff	2017-025	Horne Lake	Park upgrades	2017	2017 Q3	Completed	Work planned for the summer of 2017.
REG	Staff	2017-026	Horne Lake	Accessible toilets install	2017	2017 Q3	Completed	Work planned for the summer of 2017.
REG	Staff	2017-030	Englishman River	Repair road to Top Bridge	2017	2017 Q3	Completed	Work delayed due to weather. Work is anticipated to get underway at the beginning of May & complete by May 24.
REG	Posac	2018-017	Wildwood/LHRT	Kiosk development and installation - split with H	2018 Q1	2018 Q2	Not started	Start design in March 2018.
REG	17-563	NEW 2017-073	Moorecroft	Include funding of improvements in 5-year plan	2017	2018 Q1	Underway	
REG	17-562	NEW 2018-025	Moorecroft	Construction of double vault toilet	2018	2018 Q2	Not started	
REG	17-562	NEW 2018-026	Moorecroft	Removal of Miss Moore's cabin and installation of seating area.	2018	2018 Q2	Not started	
REG	17-511	NEW 2017-075	Mount Benson	Consult Benson View residents on parking lot design	2017	2018 Q2	Underway	Meeting held with Neighbours in October. Ongoing communication continues.
REG	17-510	NEW 2017-075	Mount Benson	Include funds for design and construction in the 2018 budget	2017	2018 Q1	Completed	Funds included in the 2018 budget
REG CAP	Board	2014-001	Morden Colliery	Lease upgrade	2014	TBD	Delayed	Waiting on Province.
REG CAP	Board	2016-022	E&N -- Coombs to Parksville Rail Trail	Construction	2016	2017 Q2	Completed	The trail opened for use in December 2017. Deficiencies completed in spring 2018. Beacons and parking controls completed in August. One-year inspection completed in December with some items to be addressed by contractor.
REG CAP	Board	2017-022	E&N -- Coombs to Parksville Rail Trail	Amenities and signs install	2017	2017 Q3	Underway	Garbage cans and regulatory signs installed in the spring. Waymarker signs installed in September. Kiosk signage developed and installed in October. Traffic counters ordered. Outstanding: benches.
REG CAP	17-229	NEW 2017-059	E&N -- Coombs to Parksville Rail Trail	Closure of trail to horses for 2 months	2017	2017 Q2	Completed	Closure ended once compaction of trail was complete.
REG CAP	16-124,14-755,14-754	2017-047	Morden Colliery	Bridge and trail design and tender	2017	2018 Q2	Delayed	Project delayed because of ALC development application process.
REG CAP	16-670	2017-031	Benson Creek Falls	Stair design, bridge design	2017	TBD	Underway	Consulting team in place, project kick-off meeting complete. Draft concept received.
REG CAP	16-670	2017-032	Benson Creek Falls	Geo technical study of the slope for stair and bridge development	2017	TBD	Underway	Consulting team in place, project kick-off meeting complete.
REG CAP	15-201 17-384	2017-035	Little Qualicum	Bridge upgrades	2017	2017 Q4	Suspended	Consulting team in place, design kick-off meeting complete. Surveying underway, Environmental Permit applications underway.
REG CAP	17-385	NEW 2017-078	Little Qualicum	Removal of the bridge.	2017	2018 Q3	Completed	Completion planned for September. Project Complete.
REG CAP	Mngmnt Plan	2017-041	Moorecroft	Washroom -detailed design and construction	2017	TBD	Not started	Type of washroom and location to be determined through planning process for the development zone.
REG CAP	17-386	NEW 2017-068	Little Qualicum	Design and Construction of a new bridge be included for consideration in the 5-year plan	2017	2017 Q4	Not started	Funding and timing will be included in the 2018 budgeting process.

**Parks Work Plan  
December 2017 Update**

Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
REG - Other	Other	2016-019	Amazing Places: Top Bridge	Mount Arrowsmith Biosphere Region Research Institute (VIU)	2016	2017 Q4	Completed	Top Bridge made the list as top ten. Launch event held March 30 in Parksville. Amazing Places signage for Top Bridge installed at Top Bridge Crossing kiosk. Amazing Places brand now available for RDN use in promotion. Short video of Top Bridge now posted on MABR web site.
REG - Other	16-654, 16-678, 17-019	2016-020	(Salish Sea Marine Trail) BC Marine Trail Network Association	Partnership agreement	2016	2017 Q4	Underway	Met with BC Marine Trail Association executive in March, partnership agreement drafted and agreement reached. Board Report prepared for EASC in January 2018.
REG - Other	Staff	2017-018	Brochure	Reprint	2017	2017 Q4	Completed	Reprint ordered in March. See project number 2017-051.
REG - Other	Operational	2017-042	RPT Plan	Develop RFP. Work with consultant on plan development	2017	2018 Q4	Delayed	RFP to be prepared during summer for Board report in the fall of 2018.
REG - Other	Operational	2018-015	Trail Counters	Expand program	2018		Not started	Planned for 2018.
REG - Other	Other	2018-016	Park Zoning	With Planning Department	2018		Not started	Planned for 2018.
REG - Other	Operational	2020-002	Parks Warden Program	Redesign the program. Work with existing volunteers	TBD		On Hold	On hold until staff time is available.
REG - Other	Operational		Operator agreements	Monitor			Ongoing	Ongoing
REG - Other	Operational		Partnerships	Meetings and on-going communication with partners			Ongoing	Ongoing
Other	Operational	2016-032	SharePoint system	Create and upload old files	2016	2020	Underway	Staff continue to move files from the old files to the new system
Other	Operational		GIS and Mapping	Ongoing mapping			On going	Ongoing
Other	Staff	2019-005	Donation Program	Create program	2019		Not started	Planned for 2019
Other	Staff	2019-006	Bylaw 1399	Update existing bylaw	2019		Not started	Planned for 2019
Other	Operational		Park Statistics	Acquisition registry, park records, mapping, statistics			On Going	Working with GIS, acquisition registration system developed and numbers assigned to all park properties. Park names updated. Park acquisition maps and legal data tables completed for EA A. Revised EA planning map developed for Area A. Work underway on Area B.
Other	Operational	2016-030	Maintenance Contracts	A, Ext, EW, E, F, H, E&N, VW	2016	2017 Q1	Completed	RFP Issued, Mandatory Site Meeting complete, Addendums (2) Issued. RFP Closed March 30th and 4 responses received. RFP evaluations underway. Strain Landscaping selected and contract is underway.
Other	Operational	2017-043	Worksafe BC	Update program	2017	2017 Q4	Underway	Work will continue throughout 2017.
Other	Operational	2017-044	Risk Management	Update Inspection Program	2017	2017 Q4	Underway	Work will continue throughout 2017.
Other	Operational	2017-045	Call and Work Tracking	Install system and train staff	2017	2017 Q2	Underway	Software ordered, Training dates set for April, IT working on wireless in-office capability. Staff now inputting data into the software.
Other	Operational	2017-046	Park Maintenance Plans	Create plans for parks	2017	2017 Q4	Completed	Co-inciding with RFP for developed C.P's. Completed.
Other	Operational	2018-022	Purchasing System	Create system for purchase	2018		Not started	Planned for 2018

**Parks Work Plan  
December 2017 Update**

Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
Other			Acquisitions	Assessment and report			Underway	Several properties under consideration.
Other	Operational	2016-031	2017 Budget	Create	2016	2017 Q1	Completed	The preliminary 2017 budget is completed. During January, the budget will be amended based on the actual surplus and any changes requested by the Area Directors. 2017 budget approved.
Other	Operational	2017-058	2018 Budget and Workplan	Create and forward for approvals	2017	2018 Q1	Underway	Planning for workplan to start in June. Budgeting underway.
Other	Operational	2017-039	Staffing	Hire new Parks Planner	2017	2017 Q2	Completed	Position to be posted and interviews to take place early April. Position filled.
Other	Operational		Budget and Workplans	Ongoing monitoring			On Going	Ongoing
REG-Other	Other		Tourism Vancouver Island Vancouver Island Trails Strategy	Phase 3 Exceptional Hiking Experiences Network (Vancouver Island Tourism)	2017		Underway	TVI trying to put its Phase 2 Master Plan for Hiking Experiences on VI/Sunshine Coast into play. In December, TVI staff sought feedback on idea to develop a handbook and identify and promote one exceptional trail per region.
REG-Other	Staff	2017-051	Brochure	Design New Brochure/Print	2017	2018 Q2	Underway	Proposals were received by 3 consultant firms to design the new Regional Parks and Trails Guide. The successful proponent was Awarewolf Creative from Nanaimo.
		2017-072	Horne Lake RT	Land use agreement with Strata	2017	2018 Q4	Underway	Familiarization with Strata lands, interests and concerns underway. Over Q1 Q2, conclude general agreement on basic route, use of ORVs, and have draft licence for Strata to take to their June AGM.



**Park Operations Summary of Site Conditions at Bonnington- Coventry Community Park**  
(via email November 15, 2017)

The park property follows some difficult terrain on the upper portion (Bonnington) and the lower section (Coventry) is obstructed from the tree's

Lot 3 is the upper portion of the corridor accessed from Bonnington (IMG 1907).  
The 3m wide corridor follows the base of the rock wall on the right side of the photo to a steep and almost impassable section at the road  
Lumber piles visible in photo 1907 are on the edge of the neighboring property.  
An existing foot path is located on the undeveloped lot 15 beside.

The lower section of the corridor accessed from Coventry (IMG 1908) is taken up by the row of trees on the left hand side of the photo.  
The cleared section to the right is located mostly on lot 48.  
Property stakes are visible in the foreground.

Lot 3 would need some work to make it even reasonably suitable as a rough trail, and the lower section would need some tree work to allow the trail to move over onto park land.  
The trees provide a natural screen to occupants at 2265 Coventry Place, and there is some side-slope to deal with if we develop.

IMG 1907



IMG 1908

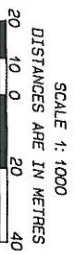


**PLAN OF SUBDIVISION OF PART OF DISTRICT LOT 78, NANOOSE DISTRICT**

This plan lies within the Regional District of Nanaimo  
B.C.G.S. 92F.030

**LEGEND**

- denotes Standard Iron Post found
- denotes Standard Iron Post set



BEARINGS ARE ASTRONOMIC AND ARE DERIVED FROM PLAN VIP 80854

**Plan No. VIP 80855**

Deposited in the Land Title Office at Victoria, B.C.  
this 26 day of APRIL, 2005.

*Johnson* per *FA48691*  
REGISTERAR

Approved under the Land Title Act this  
12 day of April 2005.

Approving Officer  
Ministry of Transportation.

This plan need not comply with Section 75 (1) (c)  
of the Land Title Act, Dated this 12 day of  
April 2005.

Approving Officer  
Ministry of Transportation

**Registered Owner:**  
SPENGLER CANADA INC., INC. NO. A48904  
C/O 1800 PROUD BENTALL CENTRE  
Authorized Signatory: *John Pywell*  
Witness as to signature: *R. H. ...*  
Address: 1700-466 Battered St.  
Occupation: *Lawyer*

**Mortgage:**  
NANOOSE HARBOR HOLDINGS LTD.  
INCORPORATION NO. 2659303  
Authorized Signatory: *Gregor Bader*

Authorized Signatory: *...*  
Witness as to signature: *...*  
Address: #54-1367 W. 3000 AVENUE,  
VANCOUVER, B.C.  
Occupation: *Lawyer*

**Mortgage:**  
EMVIC REALTY CORPORATION  
INCORPORATION NO. 441891

Authorized Signatory: *John Pywell*  
Witness as to signature: *Kathleen Hudson*  
Address: 1700-466 Battered St.  
Occupation: *Lawyer*



T.G. Hoyt  
B.C. Land Surveyor  
512 Wentworth Street  
Nanaimo, B.C.  
759-2821

Nan78-15 FB 326/93

I, Thomas G. Hoyt, a British Columbia Land Surveyor of Nanaimo in British Columbia certify that I was present at and personally supervised the survey represented by this plan and that the survey and plan are correct.  
The field survey was completed on the 28th day of January, 2005. The plan was completed and checked, and the checklist filed under # 43750, on the 28th day of January, 2005.

B. C. L. S.



**B.C. LAND SURVEYORS BUILDING LOCATION CERTIFICATE**  
**LOT 16, DISTRICT LOT 78, NANOOSE DISTRICT, PLAN VP80854.**  
**SCALE: 1:200**

ALL DISTANCES ARE METRIC AND ARE DERIVED FROM PLAN VP80854.  
 ELEVATIONS ARE IN METRES AND ARE ASSUMED  
 JURISDICTION: REGIONAL DISTRICT OF NANAIMO  
 PID NO: 026-696-298  
 THIS LOT IS SUBJECT TO LTO CHARGE NUMBERS:  
 M76300, EB33, EB38728, EH106199 AND FA48695.

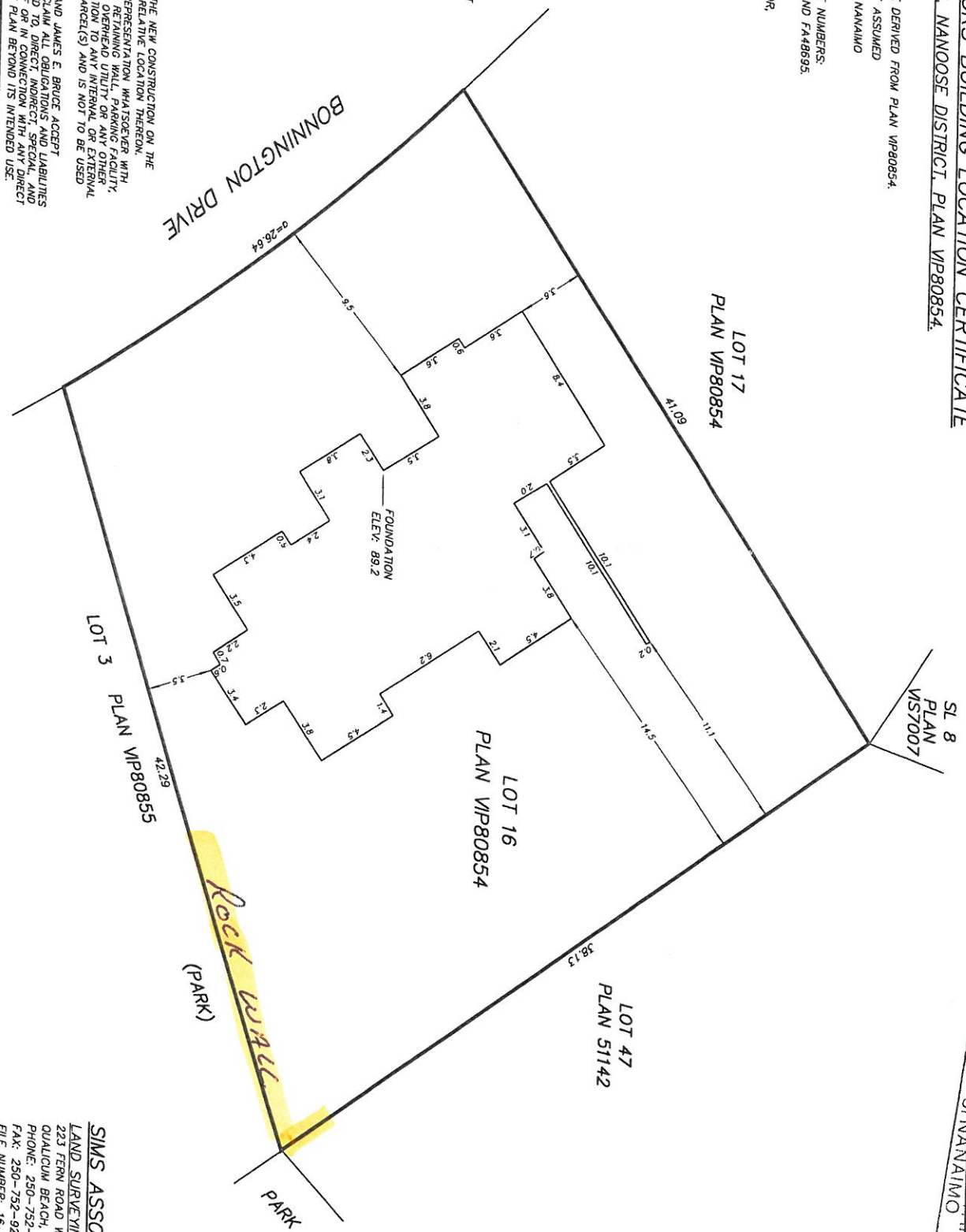
CIVIC ADDRESS: 2266 BONNINGTON DR,  
 NANOOSE BAY, BC

THIS SURVEY IS NOT VALID UNLESS  
 DIGITALLY SIGNED.  
 THIS SURVEY IS PROTECTED BY COPYRIGHT  
 AND MAY NOT BE REPRODUCED.

CERTIFIED CORRECT THIS 11TH DAY  
 OF SEPTEMBER, 2017 ACCORDING  
 TO LAND TITLE AND SURVEY AUTHORITY  
 RECORDS AND FIELD SURVEYS.  
 UNREGISTERED INTERESTS HAVE NOT  
 BEEN INCLUDED OR CONSIDERED.

James  
 Bruce  
 WWT1287 153139 07087

- NOTE:**
1. THIS SURVEY PURPORTS TO SHOW ONLY THE NEW CONSTRUCTION ON THE ABOVE DESCRIBED PARCEL(S) AND THEIR RELATIVE LOCATION THEREON.
  2. THIS PLAN PROVIDES NO WARRANTY OR REPRESENTATION WHATSOEVER WITH RESPECT TO ANY OTHER BUILDING, PATIO, RETAINING WALL, PARKING FACILITY, FENCE, UNDERGROUND, ABOVEGROUND OR OVERHEAD UTILITY OR ANY OTHER BOUNDARIES AND THEIR RELATIVE LOCATION TO ANY INTERNAL OR EXTERNAL TO RE-ESTABLISH PROPERTY LINES.
  3. SIMS ASSOCIATES, LAND SURVEYING LTD. AND JAMES E. BRUCE ACCEPT NO RESPONSIBILITY FOR AND HEREBY DISCLAIM ALL OBLIGATIONS AND LIABILITIES FOR DAMAGES INCLUDING, BUT NOT LIMITED TO, DIRECT, INDIRECT, SPECIAL, AND CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH ANY DIRECT OR INDIRECT USE OR RELIANCE UPON THE PLAN BEYOND ITS INTENDED USE.



**RECEIVED**  
 SEP 13 2017  
 REGIONAL DISTRICT  
 OF NANAIMO

**SIMS ASSOCIATES**  
 LAND SURVEYING LTD.  
 223 FERN ROAD W.  
 QUALICUM BEACH, B.C. V9K 1S4  
 PHONE: 250-752-9121  
 FAX: 250-752-9241  
 FILE NUMBER: 16-432-BL  
 DRAWING FILE: 16-432-BL/C1.dwg

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**TO:** Electoral Area 'E' Parks and Open Spaces Advisory Committee      **DATE:** February 7, 2018

**FROM:** Kelsey Cramer, Parks Planner      **FILE:** n/a

**SUBJECT:** Brickyard Community Park – Conceptual Planning and Neighbourhood Meeting

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Preliminary concepts have been prepared in order to facilitate the discussion about possible toilet and/or parking facilities at Brickyard Community Park.

**Anticipated Project Tasks:**

1. POSAC reviews concepts (attached) at regular meeting, February 7, 2018
2. POSAC and park staff identify date and venue for Neighbourhood meeting (second week of April, at Nanoose Place is proposed) at Feb, 7 meeting
3. Park staff refine concepts based on POSAC feedback, if applicable, and begin organizing neighbourhood meeting (book venue, write invite letters, prepared presentation materials, comment form, sign in sheet, etc.)
4. Park staff prepare summary of comments received at neighbourhood meeting for POSAC review and consideration at next regular POSAC meeting.
5. POSAC provides project direction at regular meeting, June 13, 2018
6. With POSAC direction, park staff move forward with survey and detailed design for parking area and/or installation of portable toilet and wooden surround. Other additional site studies may be required.
7. Install parking area (obtain MOTI permit for access, as required). Additional funding likely required for parking lot construction.

**Approved 2018 Budget:**

Professional Fees: \$2000  
Area E Community Parks Budget: \$4000  
Community Works Fund: \$6000

**Total: \$12,000**

**Anticipated Project Costs:**

**TOILET: custom built wooden surround with portable toilet**

ITEM	COST
Wooden surround and concrete pad	\$3500.00 (materials and labour)
Portable toilet delivery + monthly servicing (by DBL)	\$45.00 + \$125/month
<b>TOTAL</b>	<b>\$3545.00 + monthly servicing</b>

**PARKING LOT: design and construct**

ITEM	COST
Site survey	\$1500.00
Detailed design	in-house, engineer to size culverts, if needed (\$500)
Other possible studies (environmental, archaeological, geotech)	additional professional fees may be required (allow \$5000)
MOTI Permit	no cost
Construction (site preparation, clearing/grubbing, layout in field, base material, culvert(s), surface material, trail material, boulders, bollard)	\$20,000 (high level estimate) - cost to be refined following detailed design (possibly fund in 2019)
<b>TOTAL</b>	<b>\$27,000</b>

*Image of portable toilet in wooden surround provided for reference.*







**BRICKYARD COMMUNITY PARK - Conceptual Planning for a parking lot and/or portable toilet in the park.**

**OVERALL PARK - EXISTING CONDITIONS**

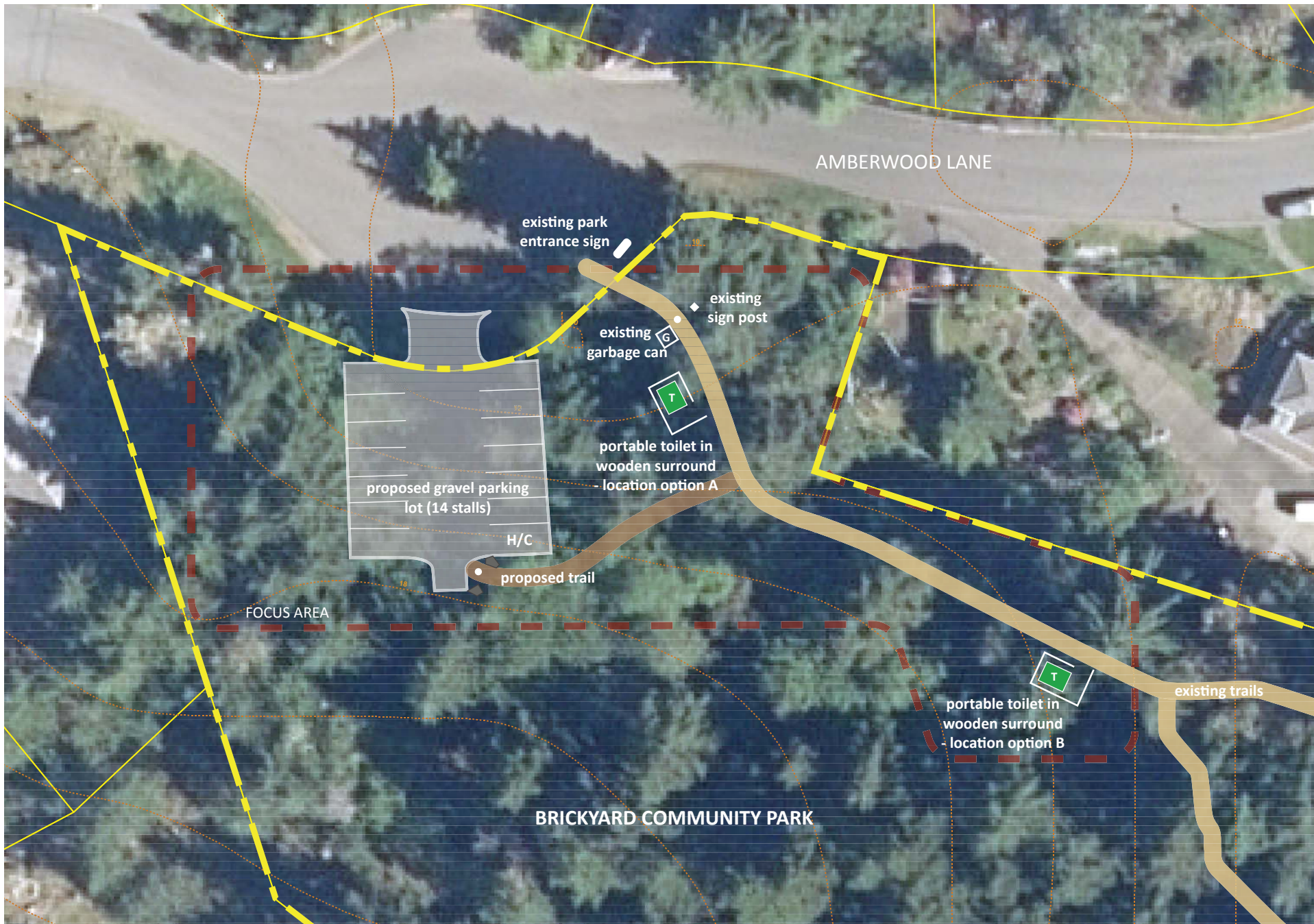




**BRICKYARD COMMUNITY PARK - Conceptual Planning for a parking lot and/or portable toilet in the park.**

**FOCUS AREA - OPTION 1**





**BRICKYARD COMMUNITY PARK - Conceptual Planning for a parking lot and/or portable toilet in the park.**

**FOCUS AREA - OPTION 2**

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**TO:** Electoral Area 'E' Parks and Open Spaces Advisory Committee      **DATE:** February 7, 2018

**FROM:** Kelsey Cramer, Parks Planner      **FILE:** n/a

**SUBJECT:** Stone Lake Drive Community Park – Natural Playground Design and Public Engagement

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As per the RDN Board direction below, staff have outlined anticipated project tasks to begin the planning and design for a Natural Playground at Stone Lake Drive Community Park:

*It was moved and seconded that Stone Lake Community Park be pursued as a pilot project for a natural playground and moved forward in the work plan to begin community engagement. (Oct. 24, 2017)*

### **Anticipated Project Tasks:**

#### **2018**

1. Park staff obtain site survey, do preliminary concept(s), include precedent images.
2. At regular POSAC meeting planned for June 13, 2018, POSAC and park staff identify date, venue and format for public engagement (target last week of September/first week of October, consider engaging elementary school/home school children)
3. Park staff begin organizing engagement materials/event (book venue, write invite letters, prepared presentation materials, comment form, sign in sheet, etc.)
4. Following engagement, park staff prepare summary of comments, prepare preferred concept plan based on input received, and seek design-build quotes from playground installation companies.
5. Staff report to Board for direction to retain firm and allocate funds in 2019 budget for playground development.

#### **2019**

6. Retain firm in early January to refine design and prepare preliminary cost estimate. Park staff to post on line/share with community (or hold another event).
7. Integrate community feedback as necessary.
8. Obtain MOTI permit as necessary.



9. Playground construction to occur in summer 2019.

10. Celebrate playground opening!

**Approved 2018 Budget:**

Project will be funded by Community Works Fund.

**Anticipated Project Costs:**

ITEM	COST
Site survey	\$1500.00
Preliminary design	in-house
Public engagement materials/planning	in-house
Design-build fees for playground	Quotes will be obtained following public engagement and budgeted for in 2019.
<b>TOTAL</b>	<b>T.B.D.</b>

**Sample Images**

**Henry Morgan Community Park – RDN Electoral Area ‘H’**





Kinsol Play, Mill Bay, Vancouver Island

[www.kinsolplay.com](http://www.kinsolplay.com)



Landscape Structures/Habitat Systems Inc., Victoria, Vancouver Island

[www.habitat-systems.com](http://www.habitat-systems.com)

Ages 2-12

