

**REGIONAL DISTRICT OF NANAIMO**

**ELECTORAL AREA 'G' PARKS AND OPEN SPACE ADVISORY COMMITTEE**

**Monday June 25, 2012**

**7:00 PM**

***(Oceanside Place, Multipurpose Room)***

**A G E N D A**

**PAGES**

**CALL TO ORDER**

**DELEGATIONS**

*Motion to receive late delegation.*

**MINUTES**

3-4 Minutes of the regular Electoral Area 'G' Parks and Open Space Advisory Committee meeting held March 19, 2012

*Motion to approve Minutes.*

**BUSINESS ARISING FROM THE MINUTES**

**UNFINISHED BUSINESS**

Admiral Tryon Boulevard Gravel Funds

**REPORTS**

5-12 Monthly Update – Community and Regional Parks and Trails – March 2012

13-18 Monthly Update – Community and Regional Parks and Trails – April 2012

19-25 Monthly Update – Community and Regional Parks and Trails – May 2012

Electoral Area G 2012 Budget Highlights (to be circulated)

Miller Road Erosion/ Habitat Project Update (verbal)

691 Wembley Road Rezoning/ Subdivision Update (verbal)

San Pereil Boardwalk Update (verbal)

*Motion to receive Reports.*

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**NEW BUSINESS**

**COMMITTEE ROUND TABLE**

**COMMITTEE INFORMATION (Separate enclosure on blue paper)**

**ADJOURNMENT**

*Motion to adjourn.*

**IN CAMERA**

**NEXT MEETING**

Monday, December 3, 2012, 7:00pm  
Oceanside Place

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE ELECTORAL AREA 'G' PARKS AND OPEN SPACE ADVISORY  
REGULAR COMMITTEE MEETING  
MONDAY, MARCH 19, 2012, 7:00PM  
OCEANSIDE PLACE**

**Attendance:** Joe Stanhope, Director, RDN Board  
Brian Coath  
Minnie Corbett  
Jacqueline Thomson

**Staff:** Elaine McCulloch, Parks Planner

**Regrets:** Jacqueline Thomson

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**CALL TO ORDER**

Director, J. Stanhope called the meeting to order at 7:15pm.

**ELECTION OF SECRETARY**

MOVED J. Thomson, SECONDED B. Coath that Minnie Corbett is elected as Secretary.

CARRIED

**MINUTES**

MOVED J. Thomson, SECONDED B. Coath, that the Minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held October 17, 2012, be approved.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

MOVED J. Thompson, SECONDED B. Coath, that the following Correspondence be received:

J. Stanhope, Re: Parksville Community, Rathtrevor Provincial Park and Bridge Initiative.

CARRIED

**REPORTS**

**Monthly Update of Community Parks and Regional Parks and Trails Projects**

Ms. McCulloch presented a brief report on the Community Parks and Regional Parks and Trails Projects for October 2011 through to February 2012.

**Electoral Area G Five Year Project Plan**

Ms. McCulloch outlined this document for the committee noting the updates in scheduled projects.

**Five Year Project Plan: 2011-2015**

Ms. McCulloch reviewed the Five Year Project Plan and provided information as necessary.

MOVED B. Coath, SECONDED M. Corbett, that the reports be received

CARRIED

## **BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

### **NEW BUSINESS**

#### **Subdivision Application PL2011-018 (864 Cavin Road)**

Ms. McCulloch reported that there is an application in process now for rezoning on Yellowbrick Road and that something will be brought forward to this committee in the future regarding the project.

B. Coath reported that the wheelchair access at Admiral Tryon Boulevard is in poor condition and is in need of repair/maintenance. This is sundry item that is of a non-budgetary nature for staff maintenance.

MOVED B. Coath, SECONDED J. Thomson, that in consultation with staff, gravel will be purchased from the funds in the Community Credit Union account for repairs to the access at Admiral Tryon Boulevard.

CARRIED

### **ROUND TABLE**

Ms. McCulloch reported that she attended a meeting with the City of Parksville concerning the redevelopment of Wembley Mall.

### **ADJOURNMENT**

MOVED M. Corbett, SECONDED B. Coath, that the meeting be adjourned at 8:07pm.

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Chair

**TO:** Tom Osborne  
General Manager of Recreation and Parks

**DATE:** April 5, 2012

**FROM:** Dave Palidwor  
Acting Manager of Parks Services

**FILE:**

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

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For the month of March 2012 staff has been involved with the following projects and issues:

### **Electoral Area Community Parks**

#### ***Area A***

Staff was informed that the Cedar Skateboard/Bike Park Community Recreation Grant submission was successful and responded to the provincial granting agency's request for a review and approval of the official project description. Staff notified the Commission and other involved community members that the project had received \$439,410 (70% of the estimated project cost) in grant funding.

Staff met with representatives from the Ministry of Transportation and Infrastructure and Provincial Fisheries to discuss the proposal for developing a car top boat launch on Quennell Lake. A land survey of the existing Ritten Rd boat launch site was completed and staff worked through a number of design options for the site.

Staff attended a meeting with the developer of Cedar Estates to discuss the development process of the Morden Colliery Trail.

At Nelson Road staff completed a garbage clean-up and cleared the beach access stairs of tidal debris. Staff also liaised with the RCMP and Ministry of Transportation and Infrastructure regarding an abandoned boat and trailer at the site.

Staff conducted invasive species removal at the Pylades Road beach access, and delivered an invasive species control brochure to the neighbour in an effort to control ivy at the site.

Thelma Griffiths-Staff ordered and replaced bolt assemblies in 2 spring toys, cleaned garbage debris from park.

#### ***Area B***

Staff reviewed the 707 Community park trail names and proposed an alternative naming pattern for a trail intersection in the northwest quadrant of the park to the POSAC members.

Staff enlisted an engineering company to provide a plan for necessary irrigation pond redevelopment at Rollo McClay Community Park. A cistern pump was also repaired at the park. Staff also liaised with the

mowing contractor regarding mowing schedules, aerating, and field maintenance startup activity for the coming seasonal maintenance contract.

Boulders were delivered and placed at the Ricki Avenue access to the 707 Community Park in order to curb recent ATV access.

Hazard tree work was conducted at a Whalebone area Community Park.

Staff met with members of the Gabriola Recreation Society to discuss the user agreement and management of Rollo McClay Community Park.

Staff met on site with a contractor to discuss improvements at Huxley Community Park and booked dust control servicing from Emcon Services Ltd., to occur later in the spring.

Staff processed and approved park use permit application from the Gabriola 4H Horse Club to run the Rollo McClay concession from May through September. VIHA reports on the Club's operations from last year all in order.

Staff investigated and worked with GRS Programmer on a revised bike polo event at Huxley Park and not involving the tennis courts.

### ***East Wellington/Pleasant Valley***

Staff prepared the draft Electoral Area 'C' EW/PV Five-Year Project Plan and the 2012 Detailed Project Plan.

Staff prepared and distributed the POSAC orientation binder, the March 12th PRCC meeting agenda, and attended the meeting.

At Meadow Drive Community Park staff top dressed portions of the grassed area and conducted a park clean-up.

### ***Area E***

Staff met with Fairwinds Development proponents on site to investigate proposed trail routing in the Lakes District Neighborhood Plan.

A land survey of the undeveloped panhandle leading into Schooner Ridge Footpath from Rockhampton was completed in order to assess potential development options.

Staff investigated site conditions at Schooner Ridge Path in Fairwinds following a request for crane access through the park to a neighbouring site. Staff also met on site to examine recent survey work done and to discuss future development options.

At Jack Bagley field staff visited site several times to remove dog waste and garbage left by park users.

At the Ainsley Road beach access staff inspected site stair conditions and removed debris from the stairs.

Staff removed branch debris from park trails at Brickyard Community Park and Park Place Community Park

Trail planning staff investigated intentions regarding DL33 trail with MFLNRO staff and briefed management.

#### ***Area F***

Staff was informed that the Meadowood Community Park Recreation Grant submission was successful and responded to the provincial granting agency's request for a review and approval of the official project description. Staff notified the POSAC and other involved community members that the project had received \$54,500 (55% of the estimated project cost) in grant funding.

Electrical and security lighting work was completed at Errington Farmer's Market Community Park and a park clean-up was conducted.

Staff inspected the trail and cleared trail debris along the Arrowsmith Community Trail.

Staff worked on ACT 1 trail official opening and official naming with ACES, POSAC, and the Errington school principal.

#### ***Area G***

Staff met with an adjacent land owner concerning access and continued to work with an engineering company towards creek bank stabilization works planned for Miller Road Community Park. This work is expected to occur this summer.

At Top Bridge staff collected mapping data along a section of new trail and installed a new trail information sign on Resort Drive.

At Columbia Drive Community Park staff performed a hazard tree inspection and cleaned garbage from the park and at the beach access staff inspected road conditions and cleaned garbage from the site.

At Lee Road Community Park staff inspected for possible tree hazards and noted that a large Cedar being monitored had fallen into the creek.

Staff inspected trails and removed branch debris at Hawthorne Rise Community Park.

Staff monitored garbage collection and toilet service contracts.

#### ***Area H***

Staff prepared the draft Electoral Area 'H' Five-Year Project Plan and the 2012 Detailed Project Plan.

Staff prepared and distributed the POSAC orientation binder, the March 28th PRCC meeting agenda, and attended the meeting.

Staff was informed that the Henry Morgan Community Park Recreation Grant submission was successful and responded to the provincial granting agency's request for a review and approval of the official project description. Staff notified the POSAC and other involved community members that the project had received \$85,000 (40% of the estimated project cost) in grant funding.

Staff attended a site visit with Planning staff, the developer and his agent at 2900 Leon Rd. to discuss potential impacts of the proposed rezoning and subsequent development of the property may have on the adjacent park land. Parks staff requested that an arborist report be provided by the developer that addresses these concerns.

Staff reviewed the Cash in Lieu of Park Land proposal associated with the Subdivision Application for 6620 Island Highway West.

Replacement signage due to vandalism was posted at Hunts Creek Bridge.

At Illusion Lake Community Park staff inspected the site and removed a considerable amount of garbage and debris.

Staff continued to work on renewal of the Lions Community Park lease. Society confirms it will not be entertaining camping requests except for large events being held at the Community Park. Work also begun on park use permitting for the Bluegrass Festival.

Provided information on regional and community trails plans and park use to VIU student working on Area Director's traffic calming study.

Met with RDN Planning staff to discuss trail routing, E&N crossings and ROW's for lands on Oceanside between Nile and Thames Creeks.

***Other Community Park Projects***

Numerous park inspection visits and maintenance projects were conducted throughout the district including garbage removal, new sign layouts and installations, and sign maintenance, and numerous information requests were received from the public.

**Regional Parks and Trails**

***Arboretum***

Park staff issued a grass mowing contract.

***Beachcomber Regional Park***

The location for a portable toilet was finalized on site with work expected over the next month.

***Coats Marsh Regional Park***

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

Survey work undertaken by consultants in preparation for permit application and Phase 2 flood mitigation work.

***Descanso Bay Regional Park***

Staff worked with Park Operator on 2011 report action items.

Staff conducted a park inspection and delivered filters for the water treatment system



New roofs were installed on the four outhouses.

***Englishman River Regional Park***

Staff visited the park to look at a new potential trail route from the Allsbrook Road parking lot to the fish channels. The current trail is close to the river and the intent is to find a new trail that is further away. Staff also cleaned the kiosk at Allsbrook and installed a no camping/fire/atv sign.

Staff provided a park use permit application to the Mid Vancouver Island Habitat Enhancement Society for Run the River event in early June and initiated work with Silver Spur Riding Club for a summer Cancer Ride event.

Provided a letter of direction and support to the Community Fisheries Development Centre in regard to partnering on the 2012 development of the connector trail from the Top Bridge Crossing to the DFO weir, restoration of the old outtake bridge, installation of culvert and trail at the west end of the Beaver Pond, and other miscellaneous works in the park.

Staff responded to maintenance issues identified by the Volunteer Park Warden including; garbage issues, ATV trespass, vandalism, graffiti and suspect hazardous trees.

Park staff cut and removed several trees that came down on the main access road and trails.

Park staff installed new trail signs at middle gate and by the fish hatchery.

***Horne Lake Regional Park***

Web site updated with revised park maps and campground rules.

Assisted the Park Operator with their new registration system.

Received update from Ministry of Forests staff that long standing rave site located on Crown land outside of Caves Park was finally cleaned out.

Park Staff completed a danger tree assessment in both campgrounds with the park operator. A few trees were identified for removal and pruning.

***Lighthouse Country Regional Trail***

Discussed official opening with RDN Communications Coordinator (date still to be confirmed).

Met with a local trail user on a medi-scooter to improve access issues.

Park staff removed windblown trees from the north loop trail system.

Investigated closing of road allowance between Thames and Crossley Road with mapping and planning staff and discussed instituting computer 'flags' into RDN land system.

***Little Qualicum River Estuary Regional Conservation Area***

Staff reviewed the CAGO project with Guardian members and DUC and confirmed with the Canadian Wildlife Service that the Guardians are permitted to addle Canada Goose eggs at the spit.

Provided the Qualicum Beach Streamkeepers with information about some of the invasive weeds to be removed at the spit (sheep sorrel).

Staff obtained final lease and covenant with DUC to be forwarded for Board approval.

Liaised with the BC Conservation Foundation about their application to the Habitat Conservation Trust Fund for Large Woody Debris works at Englishman and Little Qualicum estuaries. Grant funds were received but proposed works need to be reviewed given need to approach spit by water.

### ***Little Qualicum River Regional Park***

Park planners prepared background information and coordination work for the joint LQRRP Management Plan and Meadowood Community Park Masterplan process including: continued stakeholder contact for LQR RP management plan and arrangement of first Advisory Committee meeting for April 11; working with facilitation consultant to plan first Workshop for April 28th; developing stakeholder information packages – letter, backgrounders on LQRRP and Meadowood Community Parks, context maps, project flowchart, invitation to the Workshop; preparing newspaper advertisement and drafting survey questionnaires.

### ***Moorecroft Regional Park***

Staff reviewed the Summary of Feedback from the second round of public engagement for the management plan prepared by O2 Consultants and posted it online.

Staff confirmed the next Advisory Committee meeting for May 2nd and have arranged for the president of the Archaeology Society of BC to attend and give a brief presentation.

Staff visited the park and reviewed the condition of the cabins considered for retention in more detail. Overall condition is quite poor and a RDN building inspector has been requested to prepare a report to describe the work and cost required to bring buildings up to code.

Staff and consultants met with Chief Bob of the Nanoose First Nation to better understand park values and future opportunities from the Nanoose First Nation perspective. Staff and consultants also met with School District 69 representatives. The School District has expressed interest in Moorecroft from a curriculum perspective, so the meeting in late March was an opportunity to hear some ideas and consider how this information might influence the management plan. Both meetings revealed a strong interest in children learning about nature in the park. A classroom facility (or possibly longhouse structure) is desired by both parties – the SD indicated the possibility of working with the woodlot manager adjacent to Moorecroft who has constructed a learning facility at his woodlot in Port Alberni.

Received notice from Bylaw Enforcement that the person caught removing cedar from the property has been fined under Bylaw 1399 – the first such use of the parks bylaw.

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

- Fire barrels removed from park as they were used for refuse.
- Trails GPS'd for trail maintenance plan.
- No motorized vehicle regulatory signs were installed at two entrances.
- Construction of protective fencing and signage to prevent park users from entering and disturbing rare wood fern area.

### ***Morden Colliery Trail***

Staff prepared a letter to the Province from the EA A Director and the RDN Board Chair in support of the Friends of the Morden Mine Society and their drive to see the tipple site restored.

Staff responded to a letter from MISSI regarding linkage of Hemer Provincial Park and Boat Harbour in order to complete the MCRT: reaffirmed that this has been a stated RDN parks goal for some time, and we are optimistic that this will happen in the long term.

### ***Mount Benson Regional Park***

Staff reviewed the site for kiosk placement. Plans have been drafted and will be submitted to the MoTI with permit application. Plans will also be shared with the City of Nanaimo. Final editing of the kiosk sign and map were also completed.

### ***Benson Creek Falls Regional Park***

Staff are investigating partnership opportunities with Nanaimo Mountain Bike Club and Ministry of Forests on trails in the adjacent Crown Woodlot and along Jamieson Rd trail and the need for a trailhead south of Regional Park.

### ***Nanaimo River Regional Park***

Staff met with Executive Director of The Land Conservancy to review the request for harvesting within the Douglas-fir research plot. Follow up meeting is planned with The Land Conservancy, Ministry of Forests and Dan Piggott.

Park staff removed a large amount of grow operation materials left in the park.

Park staff have begun installation of a split rail fencing along the river to keep the public away from the eroding river bank.

### ***Parksville Qualicum Links***

Staff researched way-finding marker options and other materials and circulated within working group.

Request received from French Creek Residents Association to use gas tax money for improvements to PQL route in Area G.

### ***Top Bridge Regional Trail***

Map sign installed at Rath Trevor trail head. Advised Parksville Info Centre about new map sign and related resort area signage, and provided copies of kiosk maps for Top Bridge Regional Trail, Englishman River Regional Park and others. Also circulated to City of Parksville, RLC at Rath Trevor and BC Parks.

### ***Trans Canada Trail***

Staff continued to liaise with TCT national staff regarding Cedar area users' efforts to see TCT moved.

**Other**

**Arboriculture Conference**

Staff attended the conference in Parksville. Speakers addressed the Sustainable Sites Initiative, common tree pathogens, the importance of trees and greenspace in our communities and preventative tree maintenance practices.

**Regional Parks and Trails Select Committee**

Staff attended the first RPTSC meeting with the new elected officials.

**Partnerships**

Important Bird Area sign has been erected at the Wildlife Management Area access on Surfside Drive.

Provided assistance to the PQ News on park and trail maps for their Oceanside summer magazine.

Staff reviewed the Off-road vehicle conference call meeting notes and provincial framework summary notes received from UBCM. Followed up with the Province's project manager about the bylaw capacity of regional districts which continues to be raised as an issue. Discussed this further with UBCM staff and provided input on basis of issue: if regulation is achieved through highways legislation where RDs have no jurisdiction, then there will be a discrepancy in capacity between municipalities and RDs to make full use of new regulations. Set up April meeting with Bylaw staff.

Provided Strathcona Regional District parks manager with examples of private land licences.

Liaised with City of Nanaimo recreation staff about park use permits for their programs that make use of RDN parks and trails.

**Recommendations**

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

*Original signed by D. Palidwor*

\_\_\_\_\_  
Manager of Parks Services

*Original signed by T. Osborne*

\_\_\_\_\_  
General Manager Concurrence

**TO:** Dean Banman  
Acting General Manager of Recreation and Parks

**DATE:** May 14, 2012

**FROM:** Dave Palidwor  
Manager of Parks Services

**FILE:**

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

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For the month of April 2012 staff has been involved with the following projects and issues:

### **Electoral Area Community Parks**

#### ***Area A***

Staff responded to mapping requests concerning the Trans Canada Trail, Morden Colliery and other trail corridors.

Staff prepared two concept plans for the proposed cartop boat launch on Quennell Lake. The public was invited to an Open House on April 17th to discuss the concept plans with RDN Parks and Provincial Fisheries staff. A questionnaire was distributed to those that attended the open house and was also made available to the wider community through the RDN website.

#### ***Area B***

Staff worked with VIHA to correct their paperwork on the Rollo Concession operation and clarified that the RDN does not operate it, but permits others to do so. Also investigated concession fridge ownership and repair.

At Rollo McClay Community Park a number of maintenance items were attended to, including replacement of eaves-trough downspouts, installation of a new vent screen at the portable, fencing repairs on the ball diamond backstops, seed and fertilizer were delivered and spread on both fields, and an inspection of the pond liner completed. An engineered plan for the replacement of the pond liner has now been ordered from Levelton Engineering Ltd. Well-head area fencing repairs are also underway.

Staff also made a site visit to Rollo McClay Community Park with Water Services staff to examine the water treatment and delivery system. Maintenance responsibility for drinking water provision at the park is being transferred to RDN Regional and Community Utilities.

Staff worked with the Gabriola Recreation Society and the East Vancouver Bike Polo Association to conclude a permit for a bike polo event Easter weekend at Huxley CP. Event was successful and passed without incident.

A hazard tree was removed at Blue Heron Community Park, and several hazard trees were removed at the community park off the east end of Queequeg Turnabout.

Two handrails were added to the existing bleachers at Huxley Community Park.

Aeration of the ball fields has been completed, and mowing of the ball fields and four Whalebone area parks has begun for the season.

### ***Area C***

An arborist report was received regarding two fruit trees at Extension Miners Community Park.

Staff consulted with area kayakers and VIU/NALT Nanaimo River group to confirm a name for the new community park located on Nanaimo River Road and known for decades as the A-frame after an old Boy Scouts camp structure. The recommended Park name is Nanaimo River Canyon CP, in recognition of the unique terrain now serviced by viewing trail.

### ***East Wellington/Pleasant Valley***

Mowing has begun for the season at Meadow Drive Community Park.

The RDN has received title to a new community park on Jinglepot Road, that was donated as part of the Olesen estate. The park is to be named Anders Dorrit Park. Staff are assessing the condition of the house and grounds and attending to any hazardous conditions prior to allowing public access.

### ***Area E***

In response to community requests, the SD69 has reinstalled the garbage can at Jack Bagley Community Park so this will result in less clean up in that area by RDN staff.

Staff is monitoring reports of unauthorized vehicle access to a section of the Schooner Ridge Path in Fairwinds and are planning to place a vehicle barricade at the entrance.

### ***Area F***

Staff prepared all materials and advertising for the first Meadowood Community Park Workshop held on April 28. Input was received on vision, principles, issues and preliminary park elements. Over 20 people/stakeholders participated. A summary of input received from the Workshop participants and the online questionnaires will be produced following close of the survey in mid-May.

Staff worked with the POSAC to determine a name and logo for the first ACT Trail: group concluded on Errington School Trail.

Staff worked with the Area Director, POSAC, School, PAC and Arrowsmith coordinators on the ACT 1 trail opening event. Staff also worked with Errington Elementary School Principal on gathering and training a crew of student nature guides and singers for the official opening. The event was attended by approximately 60 people.

### ***Area G***

Staff conducted several meetings with consultants, partners, and an adjacent property owner in the course of planning work for an upcoming bank stabilization project at Miller Road Community Park. Legal documentation with the prime contractor, BC Conservation Foundation, is nearing completion. A

site visit to a recent, similar project on the same water course was also conducted. Work is scheduled to begin in mid-July.

An invasive plant species sweep of the Miller park property saw the removal of a large volume of Giant Hogweed throughout the park. Additional, supporting work was also conducted on neighbouring properties by Friends of French Creek Society volunteers.

At Hawthorne Rise Community Park staff completed brushing along the trails and boulevard.

### ***Area H***

At Dunsmuir Community Park staff painted over graffiti covering a toilet surround and cleaned up garbage and debris.

At Franksea Road (a Ministry of Transportation and Infrastructure beach access) staff responded to a complaint regarding dumping and trespass by adjacent property owner and resolved the problem.

Parks staff reviewed the rezoning application for 2900 Leon Road (Dias). Due to concern regarding the impact of land clearing on the subject parcel in relation to the trees located in the linear park adjacent to the subject property, parks staff requested an arborist report. Staff reviewed the arborist report and recommended that the identified hazard trees in the park be cleared at the time of land clearing on the subject property. Due to the difficulty of coordinating the removal of the trees in the park, the applicant has provided cash-in-lieu and parks will proceed with the hazard tree removal when required.

Vegetation management activities were undertaken at McColl Road Community park.

Staff met with Ministry of Forests staff to discuss urban interface fire risks and abatement options within RDN park properties.

Staff worked with the Lions and Hall Board representatives regarding the Hwy signage and a proposed new lane connection between the Hall and Community Park properties. New Highway sign will include a panel for the Lighthouse Country Regional Trail.

## **Regional Parks and Trails**

### ***Arboretum***

A steel forestry gate was installed at the Arboretum entrance.

### ***Beachcomber Regional Park***

A portable washroom and cedar surround was installed including new stairs.

### ***Coats Marsh Regional Park***

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

### ***Descanso Bay Regional Park***

New siding was installed on the park office and skirting repair was also completed.

Staff worked with RDN Water services staff to develop an emergency response plan document for the water system and to apply for a new drinking water permit .

Staff received the 2011 year-end report and occupancy statistics from park operator. No significant change from previous years.

Staff initiated Oceans Day planning with park operator.

#### ***Englishman River Regional Park***

Staff responded to maintenance issues identified by the Volunteer Park Warden including; garbage issues, ATV trespass, vandalism, graffiti and suspect hazardous trees.

Park staff cut and removed several trees that came down on the main access road and trails.

Park staff installed new trail marking signs.

Staff met with BC Hydro regarding revegetation planning for the riparian area.

#### ***Horne Lake Regional Park***

Park staff removed the old generator building.

Staff assisted with an ATV vandalism incident at Southpark. RCMP has been provided with video showing people burning a picnic table. RCMP is being encouraged to undertake more ATV patrols.

#### ***Lighthouse Country Regional Trail***

Staff developed detailed drawings for the improvements to the parking area and trail surfacing. A tender package will be distributed to contractors in mid-May. The official opening of the trail is set for June 23.

#### ***Little Qualicum River Estuary Regional Conservation Area***

Parks staff removed an old section of fence along the boundary because of damage from 'king' tides. The old T-bar posts and wire were removed from the area. This section was measured and new fencing material has been ordered for the repairs.

Staff met with the Guardians of the Mid-Island Estuaries Society in order to review a draft agreement in support of Canada Goose research at the Little Q and Englishman estuaries.

Staff worked with legal counsel to finalize a 99 year lease with Ducks Unlimited Canada.

#### ***Little Qualicum River Regional Park***

Staff prepared all materials and advertising for the first Workshop held on April 28. Input was received on vision, principles, issues and preliminary park elements for both parks. Over 20 people/stakeholders participated. A summary of input received from the Workshop participants and the online questionnaires will be produced following close of the survey in mid-May.

#### ***Moorecroft Regional Park***

Staff prepared for the Advisory Committee meeting in early May. Consultants provided a preliminary draft of management policies and action items for review.



Park Operations staff carried out the following works at Moorecroft Regional Park:

- Fence built to protect rare coastal wood fern along Vesper Point.
- Removal of old windows and bedframes from under Stringer Hall
- Septic fields were tested and it is affirmed they are still useable
- Pruned back shrubs along the main road into the park.

### ***Morden Colliery Trail***

Staff received notice from the Province of the registration of NCID's water line SRW across the trail. Amendments to the SRW agreement in order to better protect trail interests were included as requested.

### ***Nanaimo River Regional Park***

Staff arranged a site meeting with The Land Conservancy Executive Director and Vancouver Island Land Manager, Ministry of Forests research scientists, propagation specialists and parks staff in order to review the history and status of the various research plantations at the park. Forestry staff will develop a limited harvest proposal so wood strength can be tested; they will also provide the stories behind the plantations for use in interpretive signage.

Park staff has installed two split rail fence sections along the river to keep the public away from the eroding river bank.

### ***Parksville Qualicum Links***

Staff hosted the second quarterly cycling working group meeting of 2012 with representatives from the Oceanside Cycling Coalition, City of Parksville and Town of Qualicum Beach. Reviewed Bike to Work Week plans, and developed a game plan for adding way markers to the PQ Links route. Bike to Work Week will be used to test some painted symbols within the Town and City.

Staff met with local cyclists to discuss safety issues with the Barclay Crescent Bridge railing and will be adding a 'rub' rail along the bridge.

### ***Other***

Staff updated the park inventory (two new Area C community parks officially transferred to the RDN).

Recreation and Parks staff met with Information Services mapping staff to vet previously collected GPS field data and to prioritize/schedule future collection sites.

Improvements were made to the operations shop, including items stemming from a health and safety inspection. Safety equipment was organized and a Work Safe BC facility inspection was conducted.

Approving two park use permits for DFO with regard to a 2011 coho smolt count on the Englishman River, and bolstering of the south side of the beaver pond in order to prevent side channel water and fish from entering the main stem.

Staff met to discuss aspects of future parkland dedication through the Fairwinds project. A list of items to consider/request of the developer was generated for further review.

RDN parks staff met with City of Nanaimo staff and a representative from the Nanaimo Mtn. Bike Club to review desired future biking connections in the City and region, as well as to receive an overview of correspondence between the MBC and other agencies/organizations to date.

Staff met with Bylaw Enforcement staff to review the Province's off-road vehicle initiative.

**Recommendations**

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

*Original signed by D. Palidwor*

*Original signed by D. Banman*

\_\_\_\_\_  
Manager of Parks Services

\_\_\_\_\_  
Acting General Manager Concurrence

**TO:** Tom Osborne  
General Manager of Recreation and Parks

**DATE:** June 12, 2012

**FROM:** Dave Palidwor  
Manager of Parks Services

**FILE:**

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

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For the month of May 2012 staff has been involved with the following projects and issues:

### **Electoral Area Community Parks**

#### ***Area A***

Staff removed large Cherry tree at Thelma Griffiths Park and cleaned debris from playground equipment.

Staff reviewed the questionnaire feedback for the Quennell Lake Boat Launch and prepared a summary report of the results.

#### ***Area B***

Park and community volunteers completed pressure-washing and maintenance work at the twin tennis courts at Huxley Community Park. Assistance also came from the Gabriola Fire Department with the use of a large, portable water reservoir.

At Rollo McClay Community Park water system maintenance and pest control work was undertaken.

Mowing and irrigation system maintenance work continued both at Rollo McClay Community Park and at several waterfront parks in the Whalebone area. Magnesium chloride was applied to both parking areas to control dust.

Staff conducted a site visit to assess culvert and trail development options for a community-built trail along an undeveloped Ministry of Transportation and Infrastructure road right of way.

Staff attended a tour of the Mudge Island water accesses in preparation for the upcoming public consultation process.

Staff updated the Electoral Area 'B' Five-Year Project Plan , the 2012 Detailed Project Plan and the 2012 Budget Highlights report.

Staff prepared and distributed the June 29<sup>th</sup> POSAC meeting agenda, and attended the meeting.

Staff continued to prepare the final signage plan for the 707 Community Park.

## **Area C**

### **East Wellington/Pleasant Valley**

Staff conducted preliminary site assessments at Anders Dorrit Community Park. Site meetings with a building moving contractor and RDN Building Inspection staff were part of the research that is currently underway to determine logistics and costs for two options for the site- either keeping or removing the vacant residential building on the property.

At Meadow Drive staff performed an inspection of the planted trees to ensure good health, and removed branch debris from the park. A playground inspection was also completed.

### **Extension**

At Extension Miners Community Park staff contacted a neighbor regarding a complaint about park trees, and provided them with a copy of a recently conducted arborist report. Staff also performed routine tree pruning and extensive weed eating.

## **Area E**

Staff followed up with the Ministry of Forests, Range and Natural Resource Operations for an update on the status of DL33 as regards potential trail development there. The Ministry will explore once harvesting has concluded.

Staff is monitoring reports of unauthorized vehicle access to a section of the Schooner Ridge Path in Fairwinds and is planning to place a vehicle barricade at the entrance.

Staff met with Property Resource staff from DND regarding the location of beach access stairs at Ainsley Road Community Park. A portion of the stairs trespass onto adjacent DND lands. Permission for the continued siting of the stairs was granted with the caveat that the Recreation and Parks Department note their location in a letter to DND. Any future reconstruction of the stairs will see their placement wholly within the community park property.

Garbage collection and site clean-up was conducted at Jack Bagley Community Park.

At Nanoose Road Community Park staff responded to a park neighbor's report of a fallen tree, removing the tree and repairing the fence.

At Stone Lake Drive Community Park staff performed extensive vegetation maintenance work.

Staff conducted pruning and a clean-up at both Park Place and Blueback Community Parks.

Following a report from a local stewardship group, staff removed Hogweed from an undeveloped park on Harlequin Road.

Staff updated the Electoral Area 'E' Five-Year Project Plan, the 2012 Detailed Project Plan and the 2012 Budget Highlights report.

Staff prepared and distributed the June 4<sup>th</sup> POSAC meeting agenda, and attended the meeting.

### **Area F**

Staff held a site meeting at Errington Community Park with representatives of the Errington Hall Board and Farmers Market in order to review operations, facilities and active parties at the park in preparation for drawing up a formal operating agreement with the Hall Board. It was noted that the Errington Community Park will turn 100 years old in 2015, and a celebration will be in order. A number of park improvements desired for 2015 were identified.

Staff removed branch debris at Veteran's Memorial Community Park, left by BC Hydro line clearing operations, and performed considerable trail brushing and clearing throughout the property.

Vegetation and garbage removal was undertaken at Harris Crescent Community Park.

Staff prepared the Phase 1 Engagement Summary for Meadowood Community Park Master Plan planning process (online survey #1, workshop #1, and stakeholder consultation). Staff also reviewed the draft concept plans, vision, principles and design goals and prepared a draft agenda for workshop #2 for discussion by the LQRRP/MCP Advisory Committee.

Staff updated the Electoral Area 'F' Five-Year Project Plan, the 2012 Detailed Project Plan and the 2012 Budget Highlights report.

Staff prepared and distributed the June 14th POSAC meeting agenda, and attended the meeting.

Director Fell and Staff provided a tour of Meadowood Community Park and presented the development plans for the park to Minister Ida Chong.

### **Area G**

A required Section 9 application (Changes In and Around a Stream) under the Water Act was submitted to Ministry of Forests, Lands and Natural Resource Operations for planned bank stabilization work on French Creek at Miller Road Community Park. Consultation with an adjacent landowner resulted in an access agreement for allowing construction vehicle access to the site. Permits from DFO are still being sought. Staff has also consulted with the Marion Baker Fish Hatchery, who is the downstream streamkeeper group, in order to coordinate the project with their upcoming release of over 20,000 salmon fry into the creek. Further community and partner consultation will occur in June leading up to the proposed start date in July. Staff also ordered and received safety signage for in-stream woody debris development, mandated by Marine Transport Canada, to be installed at the time of construction. A site meeting with an arborist was also held to determine hazard tree requirements prior to construction.

The parking lot at Top Bridge Community Park was graded.

At Lee Road Community Park staff performed a hazard tree inspection.

At Dashwood Community Park staff conducted brushing and trail maintenance work, and posted 'no motorized vehicles' signs.

Staff contacted a memorial bench donor following a vandalism and theft incident, and ordered new plaques, to be installed in June.

Following a report from a Dalmatian Community Park staff pruned a Douglas Fir tree on the property boundary and repaired a damaged fence.

Staff attended a meeting with Planning Staff and the developer regarding the proposed re-zoning and future subdivision of 691 Wembley Road.

### ***Area H***

Staff issued a park use permit for the 2nd Annual Lighthouse Bluegrass Festival (over the July 1st long weekend) after meeting with the Lions Society to discuss emergency exit options out for potential use by overnight Festival campers. In time, a gate will be added.

Staff worked with the Lions and Lighthouse Community Hall board on the installation of a controlled access between the Community Park and the Hall property. The new access will improve circulation between the two public properties during large events like the Fall Fair and Bluegrass Festival.

Staff worked with the Lions Society on their community information sign at the corner of Hwy 19A and Lions Way. The sign will advertise all the community agencies and facilities in the vicinity of the Community Hall including the Lions Community Park and the Lighthouse Country Regional Trail.

Staff worked with the family and friends of park champion Alice Antonelli on a small commemoration at Wildwood Community Park where the main trail is being named Alice's Trail. Trail signs ordered and installed.

Staff responded to various complaints from residents and the Fire Department about a neighbour misusing the Franksea water access and arranged for intervention by the Ministry of Transportation and Infrastructure.

Staff met on site at Oakdowne Community Park with Ministry of Forests staff to discuss urban interface fire risks and abatement options within RDN park properties.

Staff attended a site meeting at a proposed new Community Park on Leon road to conduct a hazard tree assessment including consulting with the adjacent property owner.

Staff conducted brushing work at several area beach access and community park sites.

A park clean-up was completed at Illusion Lake Community Park.

Staff attended a project meeting with the consultant regarding the preparation of final working drawing and tender documents for Henry Morgan Community Park.

Director Veenhof and Staff provided a tour of Henry Morgan Community Park and presented the development plans for the park to Minister Ida Chong.

## **Regional Parks and Trails**

### ***Arboretum***

Staff worked with the volunteers in their efforts to refurbish and update the historical Arboretum.

### ***Benson creek Falls Regional Park***

Park staff installed directional signs on the Jameson Rd entrance through the VIU woodlot.

### ***Coats Marsh Regional Park***

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

Staff worked with legal counsel on the final legal paperwork for the acquisition of the park.

### ***Descanso Bay Regional Park***

Staff conducted park inspections. Tents were delivered for Oceans Day festivities.

Staff assisted the Park Operator with promotional materials including a 2012 Oceans Day poster and 2004-2011 occupancy statistics for the park.

### ***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.

The gate at the end of Allsbrook Road is now opening at 7 am and closing at 9 pm during the summer months. Park staff emptied the deep bin garbage cans and the parking lot was graded.

### ***Horne Lake Regional Park***

Park staff removed the old generator building and recycled the old fuel tank.

The water treatment system was commissioned in May and has met Vancouver Island Health Authorities standard.

Staff worked with the Park Operator on a park use permit for the Learn to Fish Program. The free 2-hr Program will be delivered at the Park on three Fridays over the summer.

### ***Lighthouse Country Regional Trail***

Staff prepared drawings, details and contract documentation and issued a Request for Quotations for drainage and accessible surfacing works at the Lioness Blvd trailhead and trail to the E&N. Staff recruited some local medi-scooter users during the design phase in order to refine some of the details. The successful contractor is completing the works in time for the June 23<sup>rd</sup> official Lighthouse Country Trail opening. Planning for the June 23<sup>rd</sup> official opening of the Lighthouse Country Regional Trail started with the assistance of a number of community groups including Area H POSAC, Lions Society Senior Housing Manager, Fire Department, area trail users, Oceanside mobility and sight impairment groups and a local Para-Olympian. Irene Wilson (Wilson Woodlot) was invited to act as official ribbon cutter with public officials.

Staff applied for an updated permit for works on Lioness Blvd from the Ministry of Transportation and Infrastructure.

Staff assisted the Lions Society with promotion for the June Prostate Cancer walk.

Staff met with Parksville Councillor and RDN Board Member Mark Lefebvre to discuss ways of marketing Lighthouse Country Regional Trail to assisted living and long-term care facilities.

#### ***Little Qualicum River Estuary Regional Conservation Area***

Staff finalized the Ducks Unlimited Canada/ RDN 99-year lease and Section 219 covenant to be forwarded to the RDN Board for approval.

Staff met with the Qualicum Beach Streamkeepers on site to review their invasive plant removal and disposal strategies and with the BC Conservation Foundation regarding their proposed works to restore the spit fish channel.

#### ***Little Qualicum River Regional Park***

Staff met with representatives from several stakeholder groups for input into the LQR management plan and the Meadowood park design. Stakeholders included: Mid-island ATV Club, Ozero Sand & Gravel, Wicklow West Holdings, BC Parks, BC Hydro. A meeting with the Dashwood Fire Dept is scheduled for mid-June. Staff has prepared all materials and advertising for the second Workshop, planned for June 16. Focus will be on the draft concept plan for the regional park, the draft vision, goals, and objectives. Ongoing work on the management plan will continue through the summer.

#### ***Moorecroft Regional Park***

The second Advisory Committee meeting occurred May 2 and included a presentation from the Archaeology Society of BC with an update to the archaeologically sensitive areas at Moorecroft Regional Park. An action item from the meeting was to meet again with the Nanoose First Nation to clarify ideas around a long house/learning centre and other partnership ideas that have resulted during the planning process. The Nanoose Area Director, his Alternate, staff and consultants met with the First Nation representatives June 1 to begin to form this relationship around Moorecroft, and other potential opportunities within the RDN.

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

- Memorial bench on Cooks point was secured
- Porch was replaced on the caretaker house for safety reasons.
- Power poles and lines were assessed and decommissioned where necessary.
- Septic fields were assessed for performance and a quotation for repair work obtained.
- New signs were installed in the parking area.
- A secondary access road at the main entry was tested, using a school bus, to see what improvements are required for buses to use this route in order to free up parking space in the main parking area.

A storage building and the boathouse were broken into resulting in the loss of a minor piece of equipment. This was reported to RCMP.

#### ***Morden Colliery Trail***

Provided letter to property owner flanking both sides of Crown corridor that confirms no vehicular access is permitted across the Regional Trail.

#### ***Nanaimo River Regional Park***

Park staff conducted trail maintenance and installed new directional signage at the Douglas fir growth and yield study site.



**Parksville Qualicum Links**

Staff responded to a community request to modify the Barclay Crescent Bridge railing to make it safer for bicyclists.

**Top Bridge Regional Park**

Park staff conducted spring trail maintenance.

**Trans Canada Trail**

Update provided to the TCT BC/National on the status of the Timberlands Rd trailhead project and planning for a Nanaimo River Crossing. TCT advised of the appointment of new Vancouver Island TCT Director Clive Webber and Director at Large Dan Brown.

**Witchcraft Lake Regional Trail**

Obtained an update from the Ministry of Forests, Range and Natural Resource Operations about their bid to give s.56 status to the trail: the staff supported bid is with the Minister for formal approval. Once obtained, the Crown and the RDN can conclude an operating agreement for the trail.

**Other**

Some park staff attended various park and trail sessions at the annual BC Recreation and Parks Association Symposium held in Victoria including trail and park projects in the Cowichan Valley.

Staff provided assistance to various community groups including:

- Oceanside Cycling Coalition in planning and promoting Bike to Work Week 2012.
- CFB Comox with climbing locations for their SAR people
- local cyclists with their effort to see improvements made to the Hwy 19A bridge over French Creek
- Campbell River Rotary with planning recreational bridge development
- Nanaimo Mountain Bike Club with base mapping and to discuss coordinating organized access to private, Crown and VIU woodlot lands west of Nanaimo

Staff also assisted other RDN staff on various initiatives:

- Recreation Programmer with the locations Golden Shoe parks
- Communications Coordinator regarding videoing at the two campground parks for upload to HelloBC
- Long Range Planner requesting input about covenants and other means of increasing environmental sustainability in rural residential zones

**Recommendations**

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

*Original signed by D. Palidwor*

*Original signed by T. Osborne*

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Manager of Parks Services

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General Manager Concurrence