

REGIONAL DISTRICT OF NANAIMO

ELECTORAL AREA 'H' PARKS AND OPEN SPACE ADVISORY COMMITTEE

WEDNESDAY, June 25, 2014

10:00 AM

(Lighthouse Community Centre, Qualicum Bay)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

Motion to receive delegation.

MINUTES

3-5 Minutes of the regular Electoral Area 'H' Parks and Open Space Advisory Committee meeting held April 2, 2013

Motion to approve Minutes.

BUSINESS ARISING FROM THE MINUTES

UNFINISHED BUSINESS

REPORTS

6-11 Monthly Update Regional and Community Parks and Trail Projects – April 2014

12-18 Monthly Update Regional and Community Parks and Trail Projects - May 2014

19 5-year Project Planning: 2014-2018

Motion to receive Reports.

BOARD AND COMMITTEE UPDATES

Community Works Funds

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

COMMITTEE ROUND TABLE

ADJOURNMENT

Motion to adjourn.

Distribution: B. Veenhof (Chairperson), R. Leontowich, D. Seydel, N. Robertson, B. Ellis, V. Weismiller, D. Wiwchar, T. Osborne, W. Marshall, E. McCulloch

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'H' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING**

WEDNESDAY, APRIL 2, 2014

10:00 AM

(Lighthouse Community Centre, Qualicum Bay)

ATTENDANCE: Bill Veenhof, Chair, Director, RDN Board
Barry Ellis
Richard Leontowich
David Wiwchar
Valerie Weismiller

STAFF: Wendy Marshall, Manager of Park Services
Elaine McCulloch, Parks Planner

CALL TO ORDER

Chair Veenhof called the meeting to order at 10:04am.

Appointment of Secretary

MOVED R. Leontowich, SECONDED Barry Ellis, that Mr. David Wiwchar be nominated for the position of secretary. As there were no other nominations, B. Veenhof declared Mr. D. Wiwchar as Secretary.

DELEGATION

Sheena McCorquodale, Lighthouse Community Centre Society – Re: Funding for Maintenance Project

MOVED B. Veenhof, SECONDED B. Ellis that staff be directed to review potential funding sources to accommodate capital and maintenance projects requests for the Lighthouse Community Centre.

CARRIED

MOVED B. Veenhof, SECONDED V. Weismiller that staff review and make recommendations to reallocate funding in the 2014 Electoral Area 'H' Community Parks budget and Five Year Financial Plan to provide funding assistance to Lighthouse Community Centre Society for capital and maintenance projects at the Lighthouse Community Centre.

CARRIED

MINUTES

MOVED R. Leontowich, SECONDED Barry Ellis that the minutes of the regular Electoral Area 'H' Parks and Open Space Advisory Committee meeting held December 4, 2013 be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Beach Access Priorities

Ms. McCulloch provided a brief summary outlining the water access development priorities for 2014. Water Access signage will be installed at the following MOTI water access sites at which the RDN currently has MOTI permits or leases: #47(Deep Bay Dr.) ;#42 (Shoreline Dr.) ; #36 (Buccaneer Beach Rd.); #31 (Bowser Rd.) ; #24 (Nile Rd.); #23 (Crane Rd.); #18 (Sunny Beach Rd.); #17 (Baywater Rd.); #11 (Alert Rd.)

RDN staff is to investigate typical signage design for water access sites, apply for MOTI permits for all identified signage sites, investigate and confirm that the existing access trails/parking/improvements are not trespassing on private property and to install signs in the fall of 2014.

REPORTS

Monthly Update Regional and Community Parks and Trail Projects June – December 2013

Monthly Update Regional and Community Parks and Trail Projects – January 2014

Ms. McCulloch gave a summary of the Regional and Community Parks and Trail Projects reports.

- Willow tunnel at Henry Morgan Park needs to be replaced due to deer harvest.
- Oakdown Community Trails – staff preparing a signage plan, signage installation will follow in 2014. Crown property lease is due for renewal in 2015.
- Temporary Trail to Henry Morgan Park– staff will ribbon a trail route this spring and work with volunteers to develop a temporary trail.

2014 Parks Work Plan

Ms. McCulloch reviewed the Parks Work Plan items for Area 'H'.

MOVED V. Weismiller, SECONDED R. Leontowich that the reports be received.

CARRIED

NEW BUSINESS

Updated "Breath" Regional Parks and Trails Guide

New, updated copies of the updated "Breath" Regional Parks and Trails Guide were provided to Committee members.

Community Parks and Trails Strategy – Final

Handouts of Community Parks and Trails Strategies Plan and Regional Parks and Trails Guide were provided to Committee members.

Discussion on:

- possible paved trail along 19A from Deep Bay to Shaw Hill with a possible rest stop
- possible rest stop on highway 19 near lights at Horne Lake turnoff
- more community involvement required re: Dunsmuir Park and what should be done?
- rail traffic on the island

- the need of a skate board park and dog park.

ADJOURNMENT

MOVED Valerie Weismiller that the meeting be adjourned at 11:52 am.

Chair

Parks Functions Report

TO: Tom Osborne
General Manager of Recreation and Parks

DATE: May 9, 2014

FROM: Wendy Marshall
Manager of Parks Services

FILE:

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

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

Electoral Area Community Parks

Area A

Two new garbage and recycling containers were installed at the Cedar Skate Park. Construction and chain link fencing was also removed. Following completion of this park development, ongoing and regular garbage collection and maintenance visits were conducted. Staff also continued research into options for the installation of a video surveillance system for the park.

Ramp debris and garbage were removed at the Nelson Road boat launch.

Trail brushing and garbage removal was carried out at Pylades Road beach access.

Staff provided information regarding the planning and construction process of Cedar Skate Park to the District of North Cowichan.

Area B

At Rollo McClay Community Park, ongoing well maintenance work is being conducted by Water Services staff, requiring the provision of purchased water for the washrooms and concession while staff work to correct a turbidity issue with the well water. Garbage service continued at the park, along with several beach access sites on the island.

Further to an agreement with a landowner adjacent to the southern boundary of 707 Community Park, a gate was installed on private property in order to control vehicle access into the park. This is the last of three gates planned for the park. Keys have also now been distributed to police, fire and ambulance services on Gabriola.

Staff continued to work on the Huxley Park Master Plan and updated the RDN webpage to provide the most recent information on the process.

Staff continued to develop a site plan for the proposed upgrades to the Davidson Bay water access parking lot. The Islands Trust planning department as well as the immediate neighbours were contacted to discuss the draft plans.

Park inspection and pruning work was carried out at Joyce Lockwood Community Park.

Area C – Extension

A building permit application for the future pedestrian bridge in Extension Miners Community Park, including final engineered drawings and geotechnical report, was submitted by staff. Building permit approval was received end of April and bridge construction is scheduled to commence mid-June.

Area C - East Wellington/Pleasant Valley

Site inspections and garbage clean-up work were carried out at Anders and Dorrit's Community Park. The contracted mowing services has also started up for this site.

A new bike rack was installed at Meadow Drive Community Park. Contracted mowing services were also commenced for this site.

Area E

Park inspection and hazard tree removal work was conducted at Brickyard Community Park.

Fallen trees were bucked and garbage removed at Dolphin Lake Community Park.

Area F

Replacement stairs were installed at the concession building at Errington Community Park. Trail brushing and pruning work was also completed. Staff met on site with a park volunteer and member of the Errington War Memorial Hall Board to examine options for park maintenance work scheduled for this year, including re-grading of drainage ditches in the park, and roadside parking improvements.

Staff provided planning assistance to the Silver Spurs Riding Club regarding their Giant Donkey Competitive Trail Ride planned for July 27th, 2014.

Area F

Staff reviewed and provided parks comments to the RDN Planning department regarding the Earthbank Resources rezoning application.

The Meadowood CP Phase 1 Construction tender closed April 11th, with the selection of Milestone Equipment Contracting Ltd of Nanaimo. Playground equipment was ordered by staff. Monthly information meetings have been conducted with the CMRA Park Subcommittee. A BC Tire Stewardship Grant was received (matching grant) to upgrade to rubber tire play surfacing. There is ongoing coordination of volunteers for completion of the rough grading the Phase 2 park area and to receive donations of in-kind materials for the park construction e.g. boulders, timbers, pavilion construction. The quarterly Recreation Grant report for Jan-March 2014 was submitted.

Area G

Staff responded to a call regarding hazard trees at Riley Road Community Park, and conducted brushing and garbage removal work.

Planning work continued for upgrades to the Women's Institute Hall at Dashwood Community Park.

Area H

Park sign planning work was completed for Oakdowne Community Park. Ordered signs and posts have been received and installation is currently planned for May. Staff maintained contact with Ministry of Forests regarding ongoing forest fire abatement work at the site.

Staff prepared and distributed the April 2nd POSAC meeting agenda package, attended the meeting and reviewed the meeting minutes.

At Illusion Lake Community Park, staff installed new signage, and removed garbage and hazard trees.

Brushing and garbage removal work was completed at Sunnybeach Community Park.

Community Works Projects

Area B

Parks staff compiled the input received from the questionnaires that were distributed at the March 29th Open House and posted the summary on the project website. The Consultants continue to work on developing the design for the trail. A meeting has been arranged with the Ministry of Transportation in early June to review the design plans.

Area C - East Wellington/Pleasant Valley

Staff have arranged a meeting with MoTI for early June to address pedestrian safety along sections of Jingle Pot Rd and discuss options for improving the roadside condition.

Area G

Regional and Community parks staff have briefly discussed community trail connections in the area surrounding Wembley Rd and Parks staff have requested plans from the City of Parksville in relation to development in the area.

Morden Colliery Bridge

Survey work was completed along the undeveloped portion of the Morden Colliery Regional Trail right-of-way in anticipation of a future pedestrian bridge crossing over the Nanaimo River. A feasibility study and preliminary bridge design will be completed by Harold Engineering in May.

Regional Significant Gas Tax Project

The project start-up meeting for the E&N Rail Trail was held in early April between parks staff and Koers & Associates Engineering Ltd. The project is off to a good start, with survey work underway in April and to continue into May. An environmental report was also prepared that describes vegetation and wildlife within the corridor. Staff prepared letters that were sent neighbouring residences and landowners, introducing the project and letting them know about the survey work that will be underway. A second letter was prepared and distributed to approximately 30 mid-island stakeholders who may be interested in the Rail Trail project. Stakeholders include adjacent local-governments, school districts, tourism, recreation and business associations, and emergency response agencies. A questionnaire was included with the letter to solicit preliminary input to the project. Letters have been drafted to local First Nations and will be sent out in early May. Trail design work will begin following completion of the topographical survey. On-going community liaison will occur throughout the life of the project. The project website is www.rdn.bc.ca/railtrail

Regional Parks and Trails

Arboretum

Park staff conducted park inspections and park maintenance.

Beachcomber Regional Park

Park Staff conducted trail maintenance and park inspections. Trail counter data was collected.

Benson Creek Falls

Park staff conducted park inspections and maintained trails. Park staff installed new posts with regulatory signs, boundary signs and emergency location signs.

Big Qualicum River Regional Trail

Park staff conducted park inspections and maintained trails. Park Staff installed new directional trail signage and brushed out Hunts Creek Bridge.

Coats Marsh Regional Park

Park staff conducted park inspections, maintained trails, monitored the berm and the pond leveler.

Descanso Regional Park

A one-year renewal (2014-15) of the Park Operator Agreement was set up for signature. The 2013 Annual Report was received from the Park Operator. Park staff conducted site inspections.

Horne Lake Regional Park

Park staff brushed and removed roots from the new trails. A hazard tree assessment was completed with RLC staff. Park staff applied grass seed on the berms and around the bathrooms at the group sites.

Englishman River Regional Park

Park Staff carried out routine inspections of Englishman River Regional Park and Top Bridge Park. Staff responded to maintenance issues identified by the Volunteer Park Warden including; garbage issues, ATV trespass, vandalism, graffiti and suspect hazardous trees. Park surveys were attached to the kiosk for the public to provide comment on park services.

Lighthouse Country Regional Trail

Park staff conducted park inspections, maintained trails and collected trail counter data. Park surveys were attached to the kiosk for the public to provide comment on park services.

Little Qualicum River Regional Park

Park staff conducted park inspections and maintained trails. Design and layout of five interpretation signs was completed and were ordered for production.

Little Qualicum River Estuary Regional Conservation Area

Park staff conducted park inspections monitoring the conservation area.

Mount Benson Regional Park

Park staff conducted park inspections and maintained trails. Park surveys were attached to the kiosk for the public to provide comment on park services.

Morden Colliery Regional Trail

Park staff conducted park inspections and maintained trails.

Moorecroft Regional Park

Park staff conducted park inspections, maintained trails and installed new directional signs. Trail counter data was collected. Park surveys were attached to the kiosk for the public to provide comment on park services.

Staff continue to liaise with the Moorecroft Stewards volunteers to support their fundraising activities.

Nanaimo River Regional Park

Park staff conducted park inspections and maintained trails. Park surveys were attached to both kiosks for the public to provide comment on park services.

Top Bridge Regional Trail

Park staff conducted park inspections, maintained trails and installed a new concrete garbage can at the Industrial Way trailhead. Park surveys were attached to the kiosk for the public to provide comment on park services.

Trans Canada Trail

Park staff conducted trail inspections and maintained trails.

Witchcraft Regional Trail

Park staff conducted trail inspections and maintained trails.

Miscellaneous

Numerous information requests were received from the public and followed up with a response from staff. Quarterly playground inspections were also completed across the district. Contract administration work for annual park maintenance contracts has continued throughout the month. Quotations for electrical and brake equipment upgrades were sought and received for two fleet vehicles. Staff also attended meetings as part of the Asset Management review process for the organization. More sessions are planned for May.

Provincial Land Tenures

Staff met with the province regarding the renewal and upgrade of crown land tenures for the Morden Colliery Regional Trail, Benson Creek Falls Regional Park and Moorecroft Regional Park. Tenure renewal applications will be prepared following completion of required survey work and site plans.

Trail Counter Data

Month	Beachcomber RP #1	Beachcomber RP #2	E&N Trail #2	E&N Trail Lowery Rd.	LCRT Linx Rd.	LCRT Lioness Blvd.	Moorecroft La Selva Place
2014-01-01					592	1,535	
2014-02-01					622	604	
2014-03-01	3,869		56	33	109	1,103	822
2014-04-01	2,683	501	95	52	5,325	146	553

Operational and Efficiency Review

Staff continued with their involvement in the department staff interviews. Staff also developed questions for specific stakeholder groups including park users, park partners and other local government park departments. Input from these groups continues to be received. Staff also reviewed job descriptions and policies and procedures.

Park Use Permits and Events

- A dry run of the Watershed School Field Trips took place at Nanaimo River RP and Englishman River RP.
- GALTT set up a Park Use Permit (PUP) to conduct guided nature hikes at Descanso RP, Cox and 707 Community Parks.
- Mid-Island Enhancement Society set up a PUP to conduct Streamkeeper monitoring of Englishman River RP.
- A PUP was set up by 4-H group to run a concession at Rollo McClay CP from April-September.
- Assistance provided to Mid-Island Enhancement Society in their preparations for the June 8 River Run.
- Permission letter written for the CMRA to support their application to the Air Forces for a fly-by at their Canada Day celebrations at Meadowood Park.

Publications and Communications

- Staff continue to distribute the Breathe Guide to public venues.
- The RDN parks websites continues to be updated and expired information removed.
- Parks staff continue to support and participate in the Cross-Departmental Committee (quarterly meetings).

Parks-GIS staff meeting

Parks staff had a positive meeting with GIS staff to review the current collection of park features and to discuss how we can work towards having our park maps produced by the GIS department.

Staff Training

- Staff participated in a ½ day seminar hosted by City of Nanaimo on the effective use of social media.
- Staff attended a four day BCRPA Regional Parks Workshop and Symposium.
- Staff attended a Trails Risk Assessment workshop.

Recommendations

That the Parks Update Report for April 2014 be received as information.

Original copy signed by W. Marshall

Manager of Parks Services

Original copy signed by T. Osborne

General Manager Concurrence

Parks Functions Report

TO: Tom Osborne
General Manager of Recreation and Parks

DATE: June 18, 2014

FROM: Wendy Marshall
Manager of Parks Services

FILE:

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

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

Electoral Area Community Parks

Area A

Staff continued to work on finalizing the outstanding construction elements of the Cedar Skate Park with the contractor. Final inspection and acceptance of the park will happen this summer/fall once the grass has established and the additional drainage has been completed. New sign installations were also completed. Ongoing and regular garbage collection and maintenance visits were conducted. A replacement parking curb was ordered for the parking lot.

Staff helped organize and attended the skate park official opening on May 24th. Over 250 attended the opening which included a skate event hosted by local club.

Staff continued to provide support to an ongoing investigation into a potential park land acquisition.

Staff removed dumped garbage and bicycle jumps at Woodridge Place Community Park.

Area B

Staff continued to develop a site plan for the proposed upgrades to the Davidson Bay water access parking lot. The Ministry of Transportation and Infrastructure and Emcon were contacted to inquire if they were able to aid in construction logistics. There was ongoing discussion with the immediate neighbours regarding the design of the parking lot.

Maps showing the parks on Gabriola Island Parks were provided to GaLTT.

For the Huxley Community Park Plan staff prepared a questionnaire summary from the responses received from the second open house. Over 170 responses were received. Staff met with the Area Director and the consultant to review this public input and to develop a proposed design direction for the final preferred concept plan to be presented and discussed with the POSAC at their June 3rd meeting.

At Rollo McClay Community Park water delivery was conducted, and ongoing water system maintenance work was performed. Garbage collection was also continued, along with service to several beach access sites on the island. Fertilizer was delivered to the park for spreading by the maintenance contractor.

Following a report from a Joyce Lockwood Community Park visitor, staff investigated a damaged bridge on adjacent. Federally owned lands, and posted appropriate safety signage. Park ID and directional signage was also posted at the park.

Area C – Extension

Construction plans for a pedestrian bridge in Extension Miners Community Park were finalized between contractors and staff. Site planning and preparatory work was conducted. Installation work is scheduled to begin mid-June pending delivery of concrete abutments.

Staff met with a developer regarding a potential park land donation in Extension.

Area C - East Wellington/Pleasant Valley

Staff continued to investigate potential development options for Anders and Dorrit's Community Park. Staff prepared and distributed the Electoral Area 'C – EW/PV' May 12th POSAC meeting agenda package, attended the meeting and reviewed the meeting minutes.

Site inspections and garbage clean-up work were carried out at Anders and Dorrit's Community Park. Contracted mowing services also continued for this site.

Area E

Staff developed a Terms of Reference for the development of the Blueback Community Park concept plan, including the design direction for the park. Gemella Designs was retained to complete the concept plan and develop cost estimates for the project. Staff met with the consultant on site for a start-up meeting.

Staff met on site with an arborist and Ministry of Transportation and Infrastructure staff to assess several hazard trees reported by neighbours of Collins Crescent Community Park. Planned tree work will be conducted by MOTI this year.

Trail brushing was carried out at Stone Lake Drive Community Park.

Area F - Meadowood Community Park

A contract was signed with Milestone Equipment Contracting Ltd. for the construction of Meadowood Park Phase 1 to start in early June. The monthly meeting with the Corcan-Meadowood Community Association was conducted. Staff submitted the BC Recreation Grant quarterly report. Pro bono services of Darcy Pickles TimberWorks was coordinated to assist the volunteer construction of a kiosk for the park.

At Errington Community Park trail brushing and clearing work was carried out. Hazard tree removal work was also completed, and wood chips piled for upcoming volunteer trail improvements.

Park planning work was carried out for ongoing development at Meadowood Way Community Park.

Area G

Staff reviewed a rezoning application and provided comments to the planning department regarding potential parks implications.

Staff responded to illegal dumping call at Tara Crescent Community Park.

Planning work continued for upgrades to the Women's Institute Hall at Dashwood Community Park.

Hazard tree assessment work was conducted at Maple Lane Community Park following a call from a park neighbour. No tree removal is required.

Area H

Staff liaised with Ministry of Forests regarding ongoing forest fire abatement work at Oakdowne Community Park.

Planning work is underway for beach access stair replacement at Shoreline Drive.

Hazard tree removal work was conducted at Dunsmuir Community Park, along with repairs to a damaged tennis court backstop.

Parks and Building Inspection staff liaised regarding ongoing trespass issues at Islewood Drive Community Park. Follow up correspondence was sent to the park neighbour.

Permission was obtained from MOTI to install trail signs on road allowance adjacent to Henry Morgan Community Park.

Community Works Projects

Area B

Staff reviewed the preliminary plans for the Village Trail and preliminary cost estimates, in consultation with the Area Director. Preliminary plans offered many extras, which brought the estimated project costs up above a realistic value. The Consultants will be working to simplify the design plans following input from Parks Staff and Area Director. In addition, a site meeting with the Ministry of Transportation in early June will provide added input that will influence the ultimate trail design.

Area C - East Wellington/Pleasant Valley

Staff have arranged a meeting with MoTI for early June to address pedestrian safety along sections of Jingle Pot Rd and discuss options for improving the roadside condition.

Area G

Parks and Planning staff will be meeting with MoTI in mid-June to discuss community pedestrian connections along and around the Wembley Rd area.

Miscellaneous

Numerous park inspection visits and maintenance projects were conducted throughout the district including garbage removal, brushing and trail maintenance, new sign layouts and installations, and sign maintenance, and numerous information requests were received from the public. Contract letting for mowing and park maintenance work was completed. Electrical and brake equipment upgrades were completed for two fleet vehicles

Morden Colliery Bridge

A draft feasibility report for a future pedestrian bridge crossing over the Nanaimo River was completed by Harold Engineering and reviewed by staff. A finalized report outlining bridge design options and construction costs will be completed in June.

Regional Significant Gas Tax Project

Survey work within the corridor continues and preliminary design work for the Rail Trail is underway. Parks staff met with the French Creek Residents Association, a neighbouring landowner (cattle farmer) and with Morningstar Golf course about the project. On-going liaison with neighbouring landowners and community stakeholders will occur as the project moves along. In addition, letters were mailed to the Nanoose First Nation, Qualicum First Nation and the Ermineskin Band (Alberta) who owns land along the corridor. Additional correspondence with the Agricultural Land Commission and Ministry of Environment will continue as well, as the trail will pass through Agricultural Land Reserve and intersects streams and watercourses. Best management practices for locating the trail in proximity to varying landuses/ecological habitats will be required.

Regional Parks and Trails

Arboretum

Park staff conducted park inspections and park maintenance.

Beachcomber Regional Park

Park Staff conducted trail maintenance and park inspections. Trail counter data was collected.

Benson Creek Falls

Park staff conducted park inspections and maintained trails.

Big Qualicum River Regional Trail

Park staff conducted trail inspections and maintained trails.

Coats Marsh Regional Park

Park staff conducted park inspections, maintained trails, monitored the berm and the pond leveler.

Descanso Regional Park

Park staff conducted site inspections. The park operator continues to work with the RDN on the Descanso Bay park improvement plan. GIS Staff and Parks Staff GPS'd the majority of the park for inventory and park maps. Staff assisted the park operator with Oceans Day 2014 event planning and preparation of posters, social media and website information.

Horne Lake Regional Park

Park staff installed new posts with the Park Operators as a part of the campground improvement project throughout the campground.

Englishman River Regional Park

Park staff carried out routine inspections of Englishman River Regional Park and Top Bridge Park. Staff responded to maintenance issues identified by the Volunteer Park Warden including; garbage issues, ATV trespass, vandalism, graffiti and suspect hazardous trees. Staff met with the adjacent land owner regarding ATV trespass. The owner blocked the unsanctioned entrance.

Lighthouse Country Regional Trail

Park staff conducted park inspections, maintained trails and collected trail counter data.

Little Qualicum River Regional Park

Park staff were made aware of damage to the bridge that crosses the Little Qualicum River within the park boundary. The bridge is currently maintained privately by way of easement for gravel extraction operations. The easement-holder would like to cease use and maintenance of the bridge. RDN Parks staff are looking into the process for dissolving the easement and all related implications that will result from the bridge becoming the responsibility of the RDN.

Park staff conducted park inspections and maintained trails.

Little Qualicum River Estuary Regional Conservation Area

Park staff conducted park inspections monitoring the conservation area. Qualicum Streamkeepers were provided with the LQE Restoration Project report prepared by Dave Polster, to guide their stewardship project planning for the season. Annual partnership meetings are planned with BCCF and DUC for June.

Mount Benson Regional Park

Park staff conducted park inspections and maintained trails. Fire and emergency location signage was installed. Staff and N.A.L.T. marked out the new “Old Road Loop” trail that branches off the Te-Tuxw-Tun trail.

Morden Colliery Regional Trail

Park staff conducted park inspections and maintained trails. Park staff installed trail signage and new crosswalk signage at the Woobank Road intersection.

Moorecroft Regional Park

The Nature Conservancy of Canada, Provincial Ministry staff and RDN staff conducted a joint covenant monitoring inspection. Park staff conducted park inspections and maintained trails. Trail counter data was collected.

Nanaimo River Regional Park

Park staff conducted park inspections and maintained trails. Park surveys were attached to both kiosks for the public to provide comment on park services.

Top Bridge Regional Trail

Park staff conducted park inspections, maintained trails and installed a new concrete garbage can at the Industrial Way trailhead. Park surveys were attached to the kiosk for the public to provide comment on park services.

Trans Canada Trail

Parks staff have been consulting with the Backcountry Horseman’s Society regarding sections of the TCT that are unsuitable for horses. An alternative route was proposed by the BCHS. Parks staff have also consulted with the Nanaimo Mountain Bike Club about the proposed re-alignment of the trail, as they are also main users of the TCT. A short section of the proposed realignment is on private property. Parks Staff met with the private landowner to discuss the opportunity to realign the trail. The remainder of the section to be realigned is on crown land and will be pursued through the Province.

Park staff conducted trail inspections and maintained trails.

Witchcraft Regional Trail

Staff is working with the Nanaimo Mountain Bike Club to plan a ‘park to park’ trail linkage between Westwood Lake, Witchcraft Lake RT and south of Benson Creek Falls RP, utilizing the Harrow Road R/W, which is currently under a MoTI permit with RDN. Park staff conducted trail inspections and maintained trails.

Miscellaneous

Acquisition

Staff continued to assess potential regional parkland acquisitions including site visits, research, mapping and rating of the lands through the Rating and Criteria Framework. Reports were completed for review by the Regional Parks and Trails Select Committee in June.

Asset Management

Parks staff attended sessions regarding the RDN Asset Management project. Parks staff provided information on park assets and current operational and maintenance activities. A full day session was held to review the status of the current RDN Asset Management program and to explore options for moving forward with the program.

Provincial Land Tenures

Staff worked with consultants and the province regarding the renewal and upgrade of crown land tenures for the Morden Colliery Regional Trail and Benson Creek Falls Regional Park. Survey estimates and property title searches were gathered by staff as part of the tenure application process.

Rezoning in Area G

Parks staff and Planning Staff met to discuss two different rezoning applications in Area G and possible related amenity contributions in the form of improved pedestrian connections in the surrounding area.

Trail Counter Data

Month	BRP #1	BRP #2	E&N Trail Lowery Rd.	E&N Trail #2	LCRT Linx Road	LCRT Lioness Blvd.	Moorecroft La Selva Place
2014-02-01					622	604	
2014-03-01	3,869		33	56	109	1,103	822
2014-04-01	2,683	501	52	95	5,325	146	553
2014-05-01	3,191	530	61	81	1,498	1,563	409

Operational and Efficiency Review

Parks Staff continue to be involved with inter-departmental meetings.

Park Use Permits and Events

- 4 permits set up; 2 inquiries

- Permit events in May: Fishing Derby at Quennell Boat Launch (Area A); Watershed Field Trip to Nanaimo River RP; Cedar Skate Park Opening

Publications and Communications

- Draft Parks submission was developed for 2-page spread in the Active Living Guide – Fall edition.
- Ongoing distribution of the Regional Parks and Trails Guide as needed.
- Ongoing updates of the Parks website pages as required.

Parks-GIS staff meeting

Parks and GIS staff continue to work on the production of mapping standards for Parks and Trails maps.

Staff Training

- Two Parks staff participated in the in-house 1-day Workplace Emergency First Aid Training.
- Staff attended the 2-day Vancouver Island Trails Network Conference in Courtenay.

Recommendations

That the Parks Update Report for May 2014 be received as information.

Original copy signed by W. Marshall

Manager of Parks Services

Original copy signed by T. Osborne

General Manager Concurrence

