

REGIONAL DISTRICT OF NANAIMO

**REGIONAL PARKS AND TRAILS SELECT COMMITTEE
REGULAR MEETING
TUESDAY, JUNE 16, 2015
12:00pm**

(RDN Committee Room, 6300 Hammond Bay Road, Nanaimo)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

Motion to receive late delegation.

MINUTES

3-5 Minutes of the Regular Regional Parks and Trails Advisory Committee meeting held February 3, 2015.

Motion to approve Minutes.

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

6-13 C. Simpson, Island Trust to T. Osborne, RDN, **RE: Gabriola Parks Rezoning Bylaws**

14-18 R. O'Donnell, Benson View Rd Resident to W. Marshall, RDN, **RE: Mt. Benson Regional Park Parking Issues**

Motion to receive Communications/Correspondence

UNFINISHED BUSINESS

REPORTS

19-43 Monthly Update of Community and Regional Parks and Trails Projects -Jan-April 2015

44-55 Morden Colliery Historic Provincial Park – Land Tenure Review

56-72 Regional Park Dedication Bylaw 1726 Report

73-87 Mount Benson Regional Park Management Plan – 5 Year Review

- 88-95 E&N Rail Trail Costing and Phasing Options
- 96-162 Fairwinds Regional Park Management Plan

Motion to receive Reports.

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

Park staff – changes to work distribution (handout)

IN CAMERA

That pursuant to Section 90(1) (e) of the Community Charter the Committee proceed to an In Camera Committee meeting to consider items related to land and legal issues.

ADJOURNMENT

Motion to adjourn.

NEXT MEETING

October 20, 2015

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE
REGIONAL PARKS AND TRAILS SELECT COMMITTEE MEETING
HELD ON TUESDAY FEBRUARY 3, 2015 AT 12:00 PM
IN THE RDN COMMITTEE ROOM**

Attendance: Director Colin Haime, Chair, District of Lantzville
Director Maureen Young, Electoral Area 'C'
Director Alec McPherson, Electoral Area 'A'
Director Julian Fell, Electoral Area 'F'
Director Bob Rogers, Electoral Area 'E'
Director Ian Thorpe, City of Nanaimo
Director Teunis Westbroek, Town of Qualicum Beach
Director Marc Lefebvre, City of Parksville

Staff: Tom Osborne, General Manager of Recreation and Parks
Paul Thorkelsson, Chief Administrative Officer
Ann-Marie Harvey, Recording Secretary

Also in Attendance: Director Joe Stanhope, RDN Board Chair

CALL TO ORDER

Chair Haime called the meeting to order at 12:03pm.

MINUTES

MOVED Director Lefebvre, SECONDED Director McPherson that the minutes of the Regular Regional Parks and Trails Select Committee meeting held October 21, 2014 be approved.

CARRIED

ORIENTATION

Mr. Osborne gave a summary of the contents of the Regional Parks & Trails Select Committee binder. He gave a presentation to the committee that summarized information about all the regional parks within the RDN.

REPORTS

Monthly Update of Community and Regional Parks and Trails Projects - October 2014
Monthly Update of Community and Regional Parks and Trails Projects - Nov-Dec 2014

Mr. Osborne gave an update of the monthly Community and Regional Parks and Trails Reports.

E & N Rail Trail Project Update

Mr. Osborne updated the committee on the status of the E&N Trail project. The trail is at the engineering stage and at about 70% completed design of the trail will look like. Mr. Osborne noted 3 areas of challenge that are mostly to do with private land matters and sourcing the best route within or adjacent to the ICF corridor. Staff also met with the ALC on routing options are waiting for a formal response from the Commission.

Little Qualicum River Regional Park Bridge Assessment Report

MOVED Director Westbroek, SECONDED Director Fell that the bridge at Little Qualicum River Regional Park be upgraded for pedestrian, cyclist, service vehicle and emergency use, but not seismic upgrades funded by the Regional Parks Capital Budget following dissolution of the easement over the structure.

CARRIED

MOVED Director Fell, SECONDED Director Westbroek that the Regional District not explore the full replacement of the bridge at Little Qualicum River Regional Park and related land use agreements in order for the bridge to be used as an emergency evacuation route as there are other more viable routes to consider.

CARRIED

MOVED Director Rogers, SECONDED Director McPherson that the reports be received.

CARRIED

NEW BUSINESS

Friends of Morden Mine - Eric Ricker/Chris Sholberg Presentation - RJC Preliminary Evaluation Report

Mr. Ricker gave an overview of the RJC Preliminary Evaluation Report and requested grant application support from the RDN for the costs associated with the restoration of the tipple. The probable cost for the report's recommended approach is \$2,858,000.

Island Trust – Density Banking for Lots Rezoned as Parks

Mr. Osborne spoke to the Island Trust's staff report on density banking on lands zoned as parks on Gabriola Island and summarized the background to this report and the next steps for the rezoning bylaws.

MOVED Director Lefebvre, SECONDED Director Westbroek that the update be received.

CARRIED

Benson Creek Park Parking Lot

Mr. Osborne gave an update to the Committee on the parking issues, enforcement and towing of illegally parks cars at Benson Creek Falls Regional Park at the Jameson Road staging area.

MOVED Director Young, SECONDED Director Lefebvre that the update be received.

CARRIED

Appointments to Regional Park Management Plan Committee for Fairwinds

MOVED Director Westbroek, SECONDED Director Lefebvre that Director Rogers and Director Young be appointed to the Regional Park Management Plan Committee for Fairwinds.

CARRIED

MOVED Director Westbroek, SECONDED Director Fell that Director Lefebvre be appointed as an Alternate committee member to the Regional Park Management Plan Committee for Fairwinds.

CARRIED

BUSINESS ARISING FROM DELEGATIONS, COMMUNICATION OR PRESENTATIONS

MOVED Director Westbroek, SECONDED Director Lefebvre that the Regional District lobby the Province of British Columbia to undertake the restoration of the tipple at Morden Colliery Historic Provincial Park and that Regional District staff investigate grant funding opportunities to assist with the restoration project.

CARRIED

IN CAMERA

MOVED Director Lefebvre, SECONDED Director Westbroek, that pursuant to Section 90(1) (e) of the Community Charter the Committee proceed to an In Camera Committee meeting to consider items related to land issues.

Time: 2:50pm

CARRIED

ADJOURNMENT

MOVED Director Lefebvre, that the meeting be adjourned at 3:15pm.

CARRIED

Chairperson

From: Courtney Simpson [mailto:CSimpson@islandstrust.bc.ca]
Sent: Tuesday, May 05, 2015 3:43 PM
To: Osborne, Tom
Cc: 'Jasper Lament'
Subject: RE: Gabriola Parks Rezoning Bylaws

Tom and Jasper,

Thank you both for taking the time to discuss the possible rezoning of Coats Marsh Regional Park with me last week. I must say that it appears we should have realized much earlier on our end that the change of zone from Resource to Parks 1 would be a problem for you related to the Ecological Gifts program. Although you raised concerns specifically about the density bank, it is now clear to us that your same concerns about density are relevant simply with changing the zoning from Resource to Parks 1.

As such, I'm recommending that the LTC remove any changes to the zoning for the Coats Marsh property prior to adopting bylaws 271 and 272. This way we can conclude the project for the rest of the parks the bylaws pertain to, without creating any problems for you with the Ecological Gifts program.

I would, however, like to see if there is a way to achieve this rezoning for Coats Marsh sometime in the future. From my limited understanding of the Ecological Gifts program, you could request a "change in use" to the property and have that approved by Environment Canada.

I've attached the staff report that will go to the Local Trust Committee at their meeting this coming Thursday. Please feel free to distribute the report.

Cheers,
Courtney

Courtney Simpson
Regional Planning Manager
Islands Trust Northern Office
700 North Road, Gabriola Island, BC V0R 1X2
250-247-2209
csimpson@islandstrust.bc.ca

From: Osborne, Tom [<mailto:TOsborne@rdn.bc.ca>]
Sent: Wednesday, April 29, 2015 12:19 PM
To: Courtney Simpson
Cc: 'Jasper Lament'
Subject: RE: Gabriola Parks Rezoning Bylaws

Courtenay,

Further to our conversation this morning, attached is the link to the Ecological Gifts Program that can be referenced.

<http://www.ec.gc.ca/pde-egp/>

As noted in our discussion, the RDN is in agreement with the actual wording and intent of the proposed park zone bylaws as they apply to all the land owned and managed as community and regional park on Gabriola Island . The RDN does however recognize the challenges noted by The Nature Trust of BC around the eco gift program in regards to Coats Marsh Regional Park and will need to ensure as co-owners of the land an appropriate solution is in place to ensure the regional park is being managed in accordance with the Ecological Gifts Program.

Regards,

Tom

Tom Osborne
General Manager of Recreation and Parks Services

Regional District of Nanaimo Recreation and Parks Dept.

From: Jasper Lament [<mailto:jlament@naturetrust.bc.ca>]
Sent: Wednesday, April 29, 2015 10:53 AM
To: 'Courtney Simpson'; Osborne, Tom
Subject: RE: Gabriola Parks Rezoning Bylaws

Importance: High

Dear Courtney-

Thank you for letting us know about this issue. The Nature Trust of BC was not aware that the densities were about to be extinguished by this proposed rezoning.

The Nature Trust of BC has had quite a bit of experience with the Federal Ecological Gifts Program, however we have never had to deal with the “down-zoning” of a property acquired via eco-gift. As you likely know, the penalties that can potentially be imposed by Canada Revenue Agency (CRA) on eco-gift recipients –in this case The Nature Trust of BC and the Regional District of Nanaimo - are severe.

The appraisal submitted to the Federal Ecological Gifts Program is the basis upon which the eco-gift was approved. That appraisal explicitly INCLUDES the value of the land under the zoning at the time which was for the potential of five residential developments. Therefore The Nature Trust of BC is concerned about the potential compliance risks associated with a change to this eco-gifted property. Attempting to mitigate this risk would require significant investment of staff time and legal analysis by external counsel, with no guarantee of success.

Therefore, The Nature Trust of BC respectfully requests that the Islands Trust does not re-zone the Coats Marsh property.

Best Regards,

Jasper

Jasper Lament, Ph.D

Chief Executive Officer | The Nature Trust of British Columbia

260 - 1000 Roosevelt Crescent | North Vancouver, BC V7P 3R4

Tel: 604-924-9771, ext 230 | Toll Free: 1-866-288-7878 | Direct: 604-969-3248 | Fax: 604-924-9772

www.naturetrust.bc.ca | jlament@naturetrust.bc.ca



From: Courtney Simpson [<mailto:CSimpson@islandstrust.bc.ca>]

Sent: Monday, April 27, 2015 7:29 AM
To: 'tosborne@rdn.bc.ca'; Jasper Lament
Subject: RE: Gabriola Parks Rezoning Bylaws

Past email attached.

From: Courtney Simpson
Sent: Monday, April 27, 2015 7:28 AM
To: tosborne@rdn.bc.ca; 'Jasper Lament'
Subject: Gabriola Parks Rezoning Bylaws

Hi Tom and Jasper,

The LTC will be in a position to adopt the parks rezoning bylaws at their meeting next week, as we've received the Minister's approval of the OCP amendment. However, something has occurred to planning staff recently regarding the issue of densities on Coast and Cox parks that I feel is important to raise with you.

As you know, in January of this year we hear from RDN and TNT that the proposal to transfer unused residential densities from parks to the density bank was not supported, due to concerns about valuation of properties for the purpose of tax receipt, and the potential to leverage funds in the future by selling of the densities. And you reminded us that in fact you'd raised these concerns in 2011.

In response to this the Local Trust Committee agreed to remove the portion of the bylaw that added densities from RDN and TNT parks and nature reserves to the density bank. The result appeared to satisfy the concerns of the RDN and TNT.

However, the bylaws still rezone these properties to "park" and aside from caretaker residences where expressly permitted, residential development is not permitted in park zones. Therefore, with the adoption of these bylaws there would be no residential density remaining in these parks.

There is no way under the Gabriola Official Community Plan and Land Use Bylaw to keep the residential densities that were part of the former zoning and sell them later. That would have had to be done at the time of creation of the park as part of a rezoning density transfer proposal and that opportunity has passed.

Given our conversations about caretaker residences over the course of this project, I'm confident you aren't interested in preserving the residential densities in order to build dwellings inside the park, say for rental units. But the concept of keeping ownership of these theoretical densities just isn't possible with also rezoning to park. That would mean that you would have the right to build dwellings inside the park and I don't think that would be supported by the community.

In reviewing your June 6, 2011 letter again (attached), it seems that our conversation on this topic in the past and more recently, has been centred around the density bank. However, if the density bank didn't exist, the densities would essentially "disappear" when rezoned to park. I imagine this would be true in the RDN as well although I don't know for sure: if a residential lot was purchased to

become a park, when the zoning changed to park in order to match the current use, it wouldn't keep its residential density.

Today I am out of the office at meetings, but if you'd like to chat, you can try my cell at 250-714-4285 and I'll get back to you as soon as I can. Hoping we can connect soon.

Thanks,
Courtney

Courtney Simpson
Regional Planning Manager, Northern Office
700 North Road
Gabriola Island, BC V0R 1X2
250-247-2209

Date: May 4, 2015

File No.: 6500-20 Parks
Rezoning

To: Gabriola Island Local Trust Committee
For the meeting of May 7, 2015

From: Courtney Simpson, Regional Planning Manager

CC: N/A

Re: Gabriola Parks Rezoning Project

Final Report: consideration of final readings for Proposed Bylaws 271 and 272

The purpose of this report is to recommend final reading/adoption of Proposed Bylaws 271 and 272, with the removal of amendments to the Coats Marsh Regional Park property due to concerns of the owners related to the Federal Ecological Gifts Program that was instrumental in the park acquisition.

Project Objectives

- Adoption of updated land use designations and zoning for parks on Gabriola Island that currently do not have zoning and/or land use designations that reflect their use.
- Long-term recognition and protection of park areas for the use of the Gabriola community.

Project Background

The Islands Trust Executive Committee considered and approved both bylaws at the July 29th, 2014 regular business meeting. The Ministry of Community, Sport, and Cultural Development approved Proposed Bylaw 275 on February 18, 2015. (Please note that our Ministry Staff Liaison let us know as soon as they received notice of the Minister's signing, which was on April 14, 2015).

Coats Marsh Regional Park:

In 2008, a long-time Gabriola landowner used the federal Ecological Gifts tax program to help The Nature Trust of BC (TNT) and the Regional District of Nanaimo (RDN) acquire and protect the 44 hectares of environmentally sensitive wetlands and forest.

The property is currently designated and zoned "Resource" and the size of the property allows 5 residential densities. Early in the project TNT and RDN raised concerns about moving 4 "unused" densities to the density bank (one density is to remain on the property as a caretaker residence). The Ecological Gifts program calculates the income tax deduction to the donor based on the appraised value of the property prior to the donation. This income tax deduction is

one that can be carried forward into future years on the donor's income tax. TNT has significant experience with the Ecological Gifts program and is aware that a change in zoning to remove the densities from the property may be a cause for concern for the federal government.

TNT and RDN's concerns regarding these densities have been focused on adding the unused residential densities to the density bank. Official Community Plan policy directs that unused residential densities from lands rezoned to park are to be added to the density bank. The addition of the 4 "unused" densities from Coats Marsh to the density bank, as well as the addition of 2 "unused" densities from Descanso Bay Regional Park, was proposed as part of separate bylaws 278 and 279 that are part of the "Housekeeping Bylaws" project, currently at second reading. Due to concerns from TNT and RDN upon referral of Bylaws 278 and 279, the LTC removed these additions to the density bank from those bylaws prior to second reading.

Since Bylaws 278 and 279 (Housekeeping) were given second reading, staff noted that changing the zoning from Resource to Parks 1 in Bylaws 271 and 272 effectively removes 4 densities. Although TNT and RDN did not raise concern about the densities on referral of bylaws 271 and 272 that rezones Coats Marsh from Resource to Parks 1, staff believes there may have been an assumption that the rezoning did not remove the residential densities, when in fact it does. Making the densities available in the density bank would actually be a result of the rezoning from Resource to Parks 1.

Now that TNT and RDN understand the implications that rezoning from Resource to Parks 1 has on the residential densities, they are opposed to the rezoning due to the problems this could create for them related to the Ecological Gifts program. Staff recommends that the re-designation and rezoning of Coats Marsh be removed from Bylaws 271 and 272 prior to adoption, and that staff be requested to undertake further discussions with TNT and RDN to encourage them to request approval from the Ecological Gifts program for the change in zoning.

Next Steps

There are benefits to rezoning Coats Marsh Regional Park from Resource to Parks 1 as this would make the zone reflect the actual use of the property; there would be more clarity regarding special events, temporary structures, removal of provision for the AM/FM tower, and the caretaker residence.

It is the understanding of staff that TNT and RDN could request a change in use with the Ecological Gifts program to facilitate this rezoning. This must, however be initiated by them as the property owners cannot be initiated by the LTC. Therefore, staff recommends that the LTC request staff to further discussion with TNT and RDN, encouraging them to request approval from the Ecological Gifts program for the change in zoning.

Summary of Planning Recommendations

Staff recommends revision of the bylaws to remove any changes to the Coats Marsh Regional Park property, and adoption of the bylaws as revised. Staff also recommends that the LTC request staff to further discussion with TNT and RDN, encouraging them to request approval from the Ecological Gifts program for the change in zoning.

RECOMMENDATIONS:

1. That the Gabriola Island Local Trust Committee Bylaw No. 271 cited as “Gabriola Island Official Community Plan (Gabriola Island) Bylaw 166, 1997, Amendment No. 1, 2013”, be revised by removing all changes to Coats Marsh Regional Park which is legally described as The Northwest ¼ of Section 10, Gabriola Island, Nanaimo District, Except those Parts in Plans 29152, 30043 and 30051.
2. That the Gabriola Island Local Trust Committee Bylaw No. 271 cited as “Gabriola Island Official Community Plan (Gabriola Island) Bylaw 166, 1997, Amendment No. 1, 2013”, be adopted as revised.
3. That the Gabriola Island Local Trust Committee Bylaw No. 272 cited as “Gabriola Island Land Use Bylaw 177, 1999, Amendment No. 1, 2013” be revised by removing all changes to Coats Marsh Regional Park which is legally described as The Northwest ¼ of Section 10, Gabriola Island, Nanaimo District, Except those Parts in Plans 29152, 30043 and 30051.
4. That the Gabriola Island Local Trust Committee Bylaw No. 272 cited as “Gabriola Island Land Use Bylaw 177, 1999, Amendment No. 1, 2013” be adopted as revised.
5. That the Gabriola Island Local Trust Committee request staff to further discussion with The Nature Trust of BC and the Regional District of Nanaimo, encouraging them to request approval from the Ecological Gifts program for the change in zoning for the Coats Marsh Regional Park property from Resource to Parks 1.

Prepared and Submitted by:

Courtney Simpson

May 4, 2015

Courtney Simpson, RPP MCIP
Regional Planning Manager

Date

Concurred in by:

N/A

N/A

Date

Attachments:

1. Gabriola Bylaw No. 271 – annotated with recommended revisions
2. Gabriola Bylaw No. 272 – annotated with recommended revisions

From: [Marshall, Wendy](#)
To: [Harvey, Ann-Marie](#)
Cc: [Osborne, Tom](#); [Cramer, Kelsey](#); [van Ossenbruggen, Chris](#)
Subject: FW: Mt. Benson Regional Park - Parking Issues
Date: Wednesday, April 08, 2015 11:14:53 AM

Hi Ann-Marie,

Can you please include this correspondence in the next agenda of the RPTSC. I will forward the pictures as well.

Wendy

Wendy Marshall
Manager of Parks Services
Regional District of Nanaimo Recreation and Parks Dept.
Oceanside Place
830 West Island Highway
Parksville, BC
V9P 2X4
Ph: 250-248-3252 or 1-888-828-2069
Fax: 250-248-3159
www.rdn.bc.ca

From: Marshall, Wendy
Sent: Wednesday, April 08, 2015 11:13 AM
To: 'rjodonnell@shaw.ca'
Cc: 'patdc@shaw.ca'; 'trholmes@shaw.ca'; Paridaen, Margaret
Subject: RE: Mt. Benson Regional Park - Parking Issues

Hi Randy,

Thank you for forwarding the information on the parking issues at Mount Benson Regional Park. I will send your email for inclusion in the next agenda of the Regional Parks and Trail Select Committee on June 16. We are in the process of doing a five year Management Plan Review for the park so this information is timely. We will include some comments regarding the increased use of the park and the parking issues. We are aiming to present the Management Plan report at the June 16th meeting.

There are no plans to expand the parking lot at the end of Benson View Drive at this time. We have only recently started hearing about the increased parking issues at this site. As you mention in your email, this site is complicated and requires the involvement of several parties. The parking lot at Creekside Community Park for Benson Creek Falls was first installed years ago as part of the park dedication during the development of the subdivision. Last year we resurfaced and expanded the existing site to provide space for the Regional Park parking.

Once the parking issue has been presented to the Select Committee, we can add this to our list of projects for consideration for 2016. The work plan and budget has already been set for 2015. In the

meantime, any other information you can provide on the parking, such as the number of vehicles during the summer weekends, the long weekends and weekdays, would be most helpful.

I will let you know the outcome of the Select Committee meeting.

Regards,

Wendy

Wendy Marshall
Manager of Parks Services

Regional District of Nanaimo Recreation and Parks Dept.
Oceanside Place
830 West Island Highway
Parksville, BC
V9P 2X4
Ph: 250-248-3252 or 1-888-828-2069
Fax: 250-248-3159
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From: Randy J. O'Donnell [<mailto:rjodonnell@shaw.ca>]
Sent: Tuesday, April 07, 2015 3:34 PM
To: Paridaen, Margaret
Cc: wmarshall@ren.bc.ca; patdc@shaw.ca; trholmes@shaw.ca
Subject: Mt. Benson Regional Park - Parking Issues

Good afternoon, Ms. Paridaen;

I am a resident of 'Area C' living at 2920 Benson View Road. Our property is across the road from the parking area for **Mt. Benson Regional Park**. As you may be aware, the popularity of the park has increased exponentially since the parking area and trail improvements were made. The route has become known as Nanaimo's 'Grouse Grind' and on any given weekend the parking area is fully occupied early in the morning. Overflow traffic lines one and sometimes both sides of Benson View Road and due to the narrow to non-existent shoulder, impedes the driving lanes of the road.. While the parking area accommodates roughly 20 vehicles, we have had as many as **66 vehicles** on a weekend day. The 'overflow' often occupies not only the **designated 'no parking' areas**, but those areas **designated as 'emergency parking'** for the East Wellington Fire Department.

I have had discussions with each of the neighbours affected by those parking along Benson View Road and all agree that it is time the parking lot be expanded to accommodate the needs of local hikers. The four property owners affected all feel that their quality of life has been drastically altered with the restricted parking and that it is unfair that we carry the burden of increased traffic and noise for the benefit of those choosing to access the park. I understand that a solution will require some study since access to Mt. Benson Regional Park requires access through City of Nanaimo, VIU and Regional District property – as well as the co-operation of MOT. I broached the subject at a recent 'Area C' Parks and Open Spaces Committee meeting, and the RDN parks planner promised to take it to the appropriate authorities on our behalf.

After checking the topography and giving consideration to the 'best' solution for the residents, our preference is to see the parking lot expanded towards Witchcraft lake rather than further along the roadway. The parking lot for Benson Creek Regional Park (see attached photo) is an example of what we feel should be considered. I am attaching a few photographs to illustrate the current problem – they were taken on a 'typical' weekend and not a long weekend or summer weekend when both sides of the road can be filled with vehicles. The fourth photo shows the Benson Creek parking area which is much better designed but has little occupancy.

We trust your staff will give consideration to solving this problem and will consult with the residents before remedial action is undertaken. Thanks for your attention and we will look forward to working with you.

Randy O'Donnell
2920 Benson View Road.
(250) 591-8363





Parks Functions Report

TO: Tom Osborne
General Manager of Recreation and Parks

DATE: March 31, 2015

FROM: Wendy Marshall
Manager of Parks Services

FILE:

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

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

Electoral Area Community Parks

Area A

Staff conducted a design assessment of Cedar Plaza at the entrance to the Morden Colliery Regional Trail in preparation for future planting, kiosk construction, sign and bench installation.

At Cedar Skate Park staff have been monitoring and following up on flooding issues in the area around the porta-potty. The toilet tank servicing contractor has repeatedly pumped out the in-ground tank, which is required to keep surface water from accumulating until the water table subsides enough to allow for proper sealing of the unit. Several site visits were also made to clear garbage from the park. A stolen padlock at one of the driveway accesses was replaced. Staff ordered a new picnic table for the park. The funds for the table were provided through a final donation from the Cedar Skate Park Association. Staff met the skate park construction contractor to review the outstanding deficiencies and work should be completed by the end of March.

Following a windstorm staff removed a fallen tree from the neighbours yard cleaned up debris and repaired the property line fence at Pylades Road beach access.

At Woodridge Place Community Park staff cleaned dumped garbage from trail and repaired a rock retaining wall.

Ramp stabilization work was conducted at Nelson Road boat launch, with the delivery and placement of rock and boulders, to halt erosion of the road and ramp. Staff also removed garbage from the site and cleared storm/wood debris from the ramp.

A hazard tree was removed at Thelma Griffiths Community Park. Garden bed pruning and maintenance work was also completed. Supporting arbor stakes were removed from several planted trees at the site. Staff also met a park neighbour on site following a call regarding local flooding/high water issues.

At Quennell Lake boat launch a boulder barrier was reinstated following a vandalism incident. New signage needs were noted and signs were laid out for upcoming ordering.

Staff prepared and distributed the February 18th PRCC meeting agenda package and attended the meeting.

Area B

Further to the Islands Trust housekeeping rezoning of Gabriola parks, Parks staff examined park density history related to community and regional parks on the Island and advised the Trust accordingly.

At Rollo McClay Community Park, a contractor was hired to replace all the toilets/urinals in the men's and women's washrooms with low-flow models. A hot water tank was also ordered. Seasonal start-up maintenance and servicing work for the water system was completed. Staff was in contact with the Gabriola Softball Association representative regarding a proposed playground install in Rollo McClay Community Park.

A stair assessment was conducted for a beach access site on Decourcy Road owned and managed by Ministry of Transportation and Infrastructure (MOTI). Replacement of these stairs will be considered by staff and the Parks and Open Space Advisory Committee, prior to any action taking place.

Vegetation and debris was removed from a site on Queequeg Place along a section of one of the Whalebone area trails.

Park staff conducted a contractor site meeting at Davidson Bay to review plans for a parking lot upgrade.

Staff continued to work on the Huxley Park Master Plan.

Area C – Extension

Park Staff met with the Extension Rec Commission and MOTI staff to review a playground that is to be located on a road right of way between Extension School and Extension Community Hall. Staff is in the process of making a permit application to MOTI for permission to place the playground on MOTI road right-of-way.

At Extension Miners Community Park gravel was ordered to replace some borrowed from the neighbour during bridge development in late 2014. Fourteen cubic yards more of unwanted gravel fill was removed from the neighbours site and utilized at the Trans Canada Trail trailhead at Haslam. A temporary ditch was dug to keep the area around the picnic table from flooding. A longer term drainage solution will be incorporated into the site in the summer.

Area C - East Wellington/Pleasant Valley

Park staff supervised a house demolition at Anders Dorrit Community Park. The house, carport and utility building at the park were demolished under permit and removed from the site. Staff assisted with site preparation for the removal, reinstated the brick patio after demolition was completed and secured the arbor trellis with 2x4 material. The safety/construction fence will remain on site until the septic tank is located and decommissioned, which is scheduled for March. Additional site improvements and clean-up continued at this park, with the location and removal of irrigation heads, barbed wire, wire around trees (originally placed by the donor to prevent beaver damage, but now interfering with growth), hoses and disused utility boxes. A new delineator sign was posted at the park entrance gate.

Area E

Staff met with the immediate neighbours of Blueback Community Park to discuss the draft concept plan for the park redevelopment. Staff also met with local dive shops to get their input into the concept plan. A revised concept plan was prepared that incorporated the comments from these two groups as well as from the Area Director.

Staff prepared and distributed the February 25th POSAC meeting agenda package, 5 year Planning Worksheet, and attended the meeting.

At Crowsnest Community Park a falling company was hired to remove a hazard tree. At Anchor Way Community Park staff met with an arborist regarding a neighbor complaint about possible hazard trees.

The walking trail at Stone Lake Drive was cleared of debris and garbage picked up.

Area F

Staff completed the GPS work required to complete the Malcolm Community Park signage plan. Staff attended a site visit to ground-truth the proposed signage installation.

Staff met at Meadowood Community Park with Dashwood Firehall 2 representatives to discuss drainage needs for the Firehall vicinity. Staff hired Milestone Contracting to install a culvert under the park access road, improve the area drainage and to complete the rough grading of Meadowood Community Park. The Meadowood CP pavilion was completed by volunteers and Pickles TimberWorks and RDN Building Bylaw was contacted for final inspection. Final finishing work is being conducted by staff in preparation for the park opening in late spring.

At Harris Crescent Community Park staff removed garbage from the creek and trails.

Staff met with a local volunteer and representative from the Errington Memorial Hall to discuss plans for park improvements to be completed in time for celebration of the parks centennial anniversary, this summer. Staff also cleared fallen trees and debris from the trails.

At Meadowood Community Park there were several vandalism incidents, requiring turf repair and cleaning work.

Staff provided parks' comments to RDN Planning regarding a rezoning application.

Area G

Staff investigated and received the required approval to fill in the open well in Columbia Beach Community Park. A second well is not located on park property and the well location and information was forwarded to appropriate authorities.

At Boulton Community Park additional playground inspection work was conducted following an inquiry from a local daycare operation. The park was and remains CSA (Canadian Standards Association) compliant.

At Dashwood Community Park a faulty exterior light fixture was replaced, and neighbourhood volunteers installed acoustic baffles inside the Women's Institute Hall to improve sound/P.A/music

quality for hall rentals and events. A request for replacement of several damaged tables was received, which should be completed in March.

Fencing replacement planning work was carried out for Neden Community Park, with construction anticipated for April.

Area H

Park staff worked with volunteers who are GPSing Area H trails situated on various lands. GPS results were examined and landownership clarified; Parks staff liaised with most of the landowners involved in order to confirm trail mapping by the community for public dissemination is acceptable. Park staff assisted the Lighthouse community group that will be preparing the trail map products with basic map making orientation.

Staff looked into getting a solution to the drainage issue for the new swing at Henry Morgan Community Park and addressing commercial salal pickers active at and around Oakdowne Community Park.

Several stolen signs were replaced at Oakdowne Community Park. Site surveys and planning work was completed for installation of ATV barricades at two park access points.

Staff assisted the Lighthouse Community Hall in development and approval of a new community sign, including reference to Lions Community Park and the Lighthouse Community Trail, for the corner of Lions Way and Hwy 19A.

Further to the upcoming expiry date of the five-year private land licence for Thompson Clarke – Ocean Trail, Staff updated the document and obtained approval from the private landowner to enter into a third agreement to cover the period 2015-2020, subject to board approval. At the site, staff cleaned debris from the trail and ditch, repairing a number of eroded areas in the drainage network.

At Henry Morgan Community Park porta potty construction work was commenced, to be completed in April, and garden beds were pruned and weeded.

At Islewood Community Park staff conducted site assessments for two required bridges, and cleared debris and vegetation from the trail.

At Shoreline Drive beach access safety signage and caution ribbon was posted following failure of the beach access ramp. Staff met with a contractor to assess ramp/stair replacement options, expected for installation in the spring.

Miscellaneous

Staff liaised with other municipalities regarding parks maintenance schedules, prior to seeking a request for proposals for Electoral Area mowing contracts. Increased maintenance frequencies and levels are planned for 2015. Parks staff met on site at several community park sites to discuss these increased maintenance requirements and upcoming development and maintenance projects.

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. Project forecasting/costing work was completed.

Community Works Projects

Area B

A meeting was held with the consultant, the Area Director and MOTI staff to review the Village Trail and to discuss the draft plans and engineering drawing requirements. Key issues along the trail were discussed. Engineered drawings will be required for walls. The consultants are making the final changes to the plan and the project engineers will review the plan and sign off. The consultant will have the plan ready for submission to MOTI in mid-April.

Area C – Extension

Staff completed design work, in consultation with the Federal and Provincial governments, for park signage acknowledging Community Works funding for the bridge and trail construction.

Area C - East Wellington/Pleasant Valley

Construction has started on the Benson Meadows Path that runs along Meadow Drive and Ridgeview Drive within the MOTI Right-of-way. The path was originally installed during subdivision development but the path needed clearing of plant material and resurfacing. Alder branches were pruned and removed from the Ridgeview trail and sign posts were installed for the new path along with two pedestrian signs installed along Meadow Drive.

Area E

Park staff conducted a site reconnaissance of Claudet Community Park to locate trails that will be constructed within the park and along the boundary of Northwest Bay Road.

Area F

Park staff reviewed Price, Carrothers and Cranswick trail upgrades. Specifications for Price Rd development were prepared and work began on obtaining bids from contractors.

The Professional Services RFP for Meadowood Community Centre was prepared and advertised with the closing date of March 12, 2015.

Regional Significant Gas Tax Project

In January, staff met with the consultant and members of the Agriculture Land Commission (ALC) to review the trail locations through agricultural land. The trail project was reviewed and issues for land owners discussed. A site visit was conducted to review a key area of concern. ALC staff will compile notes with recommendations and forward these for RDN staff review.

The consultant continues to work on refining the trail drawings. Staff continue to work on two land issues along the trail.

Regional Parks

Arboretum

Park staff removed garbage from park. Park Staff reinstalled a stolen sign at the park entrance.

Beachcomber Regional Park

Park staff conducted park inspections and trail maintenance. Staff removed garbage.

Benson Creek Falls Regional Park

Park staff conducted park inspections, maintained trails and removed garbage from the parking lot. Park staff installed “No parking cars will be towed at owner’s expense” signs on Creekside Place and Jameson Road. Staff installed two more telespar posts and no parking signage up the gravel road to the yellow gate. The parking lot directional sign was changed to a larger sign. The Creekside parking lot was graded by staff with the Utilities tractor. Staff worked with Corporate Services to develop a media release about the improved Creekside Place parking lot and stepped up parking enforcement. Staff continue to post correct parking information on popular social media sites. Staff contracted Footprints Security Services to do parking patrols over two weekends and on long weekends over the summer. Staff continue to work with the RCMP to support their efforts with parking enforcement.

Park staff installed a trail closure sign by the falls.

Big Qualicum Regional Trail

Park staff conducted trail inspections.

Coats Marsh Regional Park

Park staff conducted park inspections.

Descanso Bay Regional Park

Park staff conducted park inspections.

Park staff worked with the park operator on an extension of the existing agreement to year-end 2015, by which point a formal tender for the contract will have concluded. Further to rezoning of parks on Gabriola by the Islands Trust, the fall tender for the operation of this park will include rentals in scope of work. Reviewed park operating and occupancy statistics since 2008, and clarified GST requirements with reference to commissions.

Staff liaised with the BC Marine Trails Network, which includes this campground 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. Staff assisted Arrowsmith Search and Rescue with gate access.

Staff built a flight of stairs on a steep section of trail to provide for easier access to the rest of the trail and existing stairs. Staff dealt with sloughing debris on a trail due to erosion and are continuing to monitor. A geotechnical assessment was conducted at the sloughing bank. Staff went to check on reported suspicious individuals in the park that were having a fire. They had left the area and the fire pit was dismantled.

Horne Lake Regional Park

Park staff conducted park inspections. The 2014 year-end report was received from the park operator and reviewed.

Lighthouse Country Regional Trail

Park staff conducted trail inspections and investigated cattle roaming the trail.

Little Qualicum River Estuary Regional Conservation Area

Park staff conducted park inspections.

Little Qualicum River Regional Park

Park staff conducted park inspections.

Moorecroft Regional Park

Park staff conducted park inspections and maintained trails. Staff set the memorial bench at a new location at Cook's Point after it was washed into the bay during King Tide events, and the family was kept informed of the relocation. Staff dug a drainage ditch to divert water on an old road below Skipsey Lake. Park staff diverted water from the trail near the waterline. All trail surfacing has been completed and drainage issues addressed.

Staff toured the park with RLC Park Services to confirm learning sites and facility needs in preparation for day camps and school tours. A second portable toilet will be installed for the spring/summer season. Staff met with Shawn Flynn, Greenmax Woodlot Manager, to discuss off-leash areas. A Dogs in Moorecroft education brochure was produced, which encourages use of the neighbouring woodlot for off-leash dog walking.

Morden Colliery Regional Trail

Park staff conducted trail inspections and maintained trails. Several dead trees along the trail were removed and garbage was cleaned up at the site.

Staff continued to work with the Province and local First Nations with regards to a 30-year Crown Land Lease application for the Morden Colliery Regional Trail.

Mount Benson Regional Park

Staff installed new posts and signs at Cougar Loop and the Old Logging Road Trail locations. Park staff met with the GIS department to review trail head map updates.

A meeting was held with Park staff and NALT for a five year management plan review. All policies and actions from the plan were reviewed and amendments discussed. A summary document will now be produced and will accompany a report to the Regional Parks and Trails Select Committee.

A draft park covenant was received from the RDN lawyers and reviewed.

Witchcraft Lake Regional Trail

Park staff conducted trail inspections and installed new caution signage at the boardwalk.

Nanaimo River Regional Park

Park staff conducted park inspections. Staff installed new wildlife informational stickers and trail stickers on the existing kiosks. Staff re-secured and cemented a split rail fence that was vandalised 2 times during the month of February. Staff GPS'd the remaining area adjacent to Dyke Trail to be planted as a part of an invasive species restoration project.

Parksville - Qualicum Links

Park staff conducted trail inspections.

Top Bridge

Park staff conducted park inspections and installed a new post and signs at the PV parking lot.

Trans Canada Trail

Park staff conducted trail inspections. Staff installed new wildlife stickers on Spruston Kiosk and moved and spread 10 yards of road base gravel along the Haslam trailhead entrance. Staff also removed miscellaneous garbage from trail along Timberland, Crystal and McKay Lakes.

Notice was received from Island Timberlands regarding temporary closure of the northern part of the Pipeline section of the TCT during weekdays for the next three months. The RDN web site was adjusted accordingly.

Fairwinds Lakes District - Regional Park Management Plan

In January and February staff continued to work with consultants on the development of a draft management plan following the first public Open House and survey in November. A second Advisory Committee meeting was held on February 18 and a final public Open House is scheduled for the spring.

Miscellaneous

Staff continued to provide support to several in-camera land acquisitions for potential regional parks.

Staff continued to develop park statistics, with overview statistics provided for board use.

Staff worked with the Mount Arrowsmith Biosphere Reserve on the BioBlitz initiative planned for June, which will involve some RDN park properties, and an Amazing Places project which will involve community input. Letter of support prepared for Board Chairman's signature regarding funding request to support the Biosphere's Amazing Places video work.

Staff participated in Tourism Vancouver Island's trail inventory project, which is intended to form the base for production and promotion of Vancouver Island and Sunshine Coast 100 best trails.

Publications

Edits of the Parks features were completed for the Spring Active Living Guide. A new Dogs in Moorecroft Park brochure was produced.

Bear and Cougar Awareness

Staff developed new bear and cougar awareness stickers which were installed onto existing regional kiosk signs and trailheads.

Volunteer Park Warden Program

All past Volunteer Park Wardens (VPW) were contacted to confirm their involvement. There are five active VPWs that walk the RDN parks and trails and submit reports (Englishman River RP, Mount Benson RP, Benson Creek Falls RP, Trans Canada Trail and Nanaimo River RP). Three vests were returned from past VPWs.

Budget 2015

The carry over surplus and year end expenditures were reviewed. The budget was adjusted for any projects not completed in 2014 with the funds being carried forward to 2015.

Parks Building

Staff worked with the builder and the owner for the final finishing touches to the building and reviewed the plans for move in. Staff lined up movers and confirmed plans for the IT move with the RDN IT Department. Notice was given at the old location. Staff will be moving during mid-March.

Park Use Permits and Events

- Provincial Climate change research at Wildwood CP (year-long PUP)
- Soccer Jamboree at Rollo McKay CP Feb 28/15

Staff Training

Staff attended FMW budgeting software training.

Staff attended Public Consultation Training put on by the Planning Institute of BC.

Website

The RDN parks website was updated with information on Jameson Road parking, Dogs in Moorecroft brochure and the Meadowood Portables RFP.

Recommendations

That the Parks Update Report for January and February 2015 be received as information.



Manager of Parks Services



General Manager Concurrence

Parks Functions Report

TO: Tom Osborne
General Manager of Recreation and Parks

DATE: April 15, 2015

FROM: Wendy Marshall
Manager of Parks Services

FILE:

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

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

Electoral Area Community Parks

Area A

Surface water level monitoring continues at Cedar Skate Park, where septic tank work is planned for late spring. Following several reckless driving incidents, the parking lot was re-graded by staff. Several site visits were made to remove garbage from the site. A site plan and installation specifications were prepared for the proposed picnic table at Cedar Skate Park.

New signage was laid out and ordered for Thelma Griffiths Community Park. Planning continues for trail and park development work, currently scheduled for this summer.

Garden bed weeding work was conducted at the Cedar Road trailhead of the Morden Colliery Community Trail. Garbage clean-up work was also carried out.

New signs have been ordered for controlling park visitor parking behaviour at the Quennell Lake boat launch.

Garbage collection and site clean-up work was carried out at Nelson Road boat launch.

Area B

New, environmentally friendly toilets have now been installed at Rollo McClay Community Park, utilizing significantly less water than the previous models. This is in an effort to demonstrate environmentally responsible behaviour with regards to water conservation, and to reduce costs, given that all water used at this park site is delivered by tanker truck, following the decision to stop using the water well on the site last year. The existing well needed significant repairs. Parking lot grading work is also being planned for the summer. Mowing and fertilizing of the ball fields has now begun for the season and irrigation system maintenance work was completed.

Staff liaised with a park neighbour regarding an unauthorized and unsafe park access trail off the end of Brydie Avenue into 707 Community Park. Appropriate signage has been ordered, for install this spring, directing park visitors to proper access points.

Several park planning and maintenance issues surrounding Huxley Community Park were attended to.

Staff submitted a bylaw referral response for the Gabriola Island Local Trust Committee Proposed Bylaws Nos. 278 and 279. No parks related concerns were identified with the proposed bylaw.

Staff prepared a report reviewing the proposed Huxley Park Master Plan and to provide direction on the phasing of the park elements. The purpose of the Master Plan is as a guiding document for long term park development.

Staff prepared and distributed the March 16th Area B POSAC meeting agenda package, attended the meeting and prepared the meeting minutes.

Area C – Extension

Extension Playground road permit application was submitted on behalf of the Extension Recreation Society.

Area C - East Wellington/Pleasant Valley

Garbage removal and site clean-up work was carried out at Anders and Dorrit's Community Park. Staff will locate and decommission the septic tank for the (now demolished/removed) house this spring. Some trail surfacing and further stabilization of the grape trellis/arbor is also scheduled for April. The gate to the parking area will now be left open 24-7, barring any further vandalism incidents; in which case the Recreation and Parks Department will enlist the services of a security company to open and close the gate on a dusk to dawn schedule. A chain gate/barricade was installed at the south side of the parking lot, to bar vehicle access to the field.

Staff prepared and distributed the March 30th Area C East Wellington/Pleasant Valley POSAC meeting agenda package, attended the meeting and prepared the meeting minutes.

Area E

Following consultation with an arborist and falling company, the removal of several previously topped hazard trees was completed at a small community park on Anchor Way.

The trail at Stone Lake Drive was inspected and a small lean-to structure was removed.

At Brickyard Community Park staff removed garbage and debris from park trails.

At Ainsley Place Community Park staff cleared stairs of debris and branches.

At Jack Bagley Community Park staff removed garbage from throughout the field/park area.

Park staff flagged proposed trails for future development at Claudet CP. A land survey was also completed to aid in the planning of the trail layout.

Staff continued to work on the concept plan for Blueback Community Park.

Staff met with the developer's agent to inspect the newly constructed parking lot at the proposed Oakleaf Community Park. Once the development property has received final subdivision approvals from the Ministry of Transportation and Infrastructure the park property will be handed over to the RDN.

Area F

Further park maintenance and development planning continued through March. Staff again met with a local volunteer and representative from the Errington Memorial Hall to discuss plans for park improvements. A large number of hazard trees were removed. This will be followed up in April by a park volunteer work party to drag all the downed wood to a central location, at which point staff will chip and remove the resulting material. Trail measurements were collected as part of this planning process, and trail resurfacing work will be carried out in April.

Staff met on site at Meadowood Community Park to discuss outstanding items to be completed in April and May, prior to the official Park Opening Event scheduled for late spring. Existing parking curbs were secured to the ground and three more were ordered, for installation in late spring. Vandalism damage was again repaired around the enclosure for the portable toilet. This is the third similar incident since the park's development over the winter. The picnic pavilion final inspection was completed to close the building permit.

Mowing work was completed at the newly secured community park at the French Creek Community School. Park signage was designed/ordered and is expected to be posted in April. A contractor was enlisted to prune overgrown trees and shrubs around the fenced perimeter of the playing field. This work is anticipated for April, following consultation with adjacent property owners.

As part of the department's ongoing collection of trail visitor/user data, additional trail counter information was collected for Carrothers trail.

Malcom CP signage plan and site visits occurred in March. The Coastal Fire Centre has offered to do some park maintenance for training purposes within Malcom CP. This is scheduled to be completed in April.

Permit to proceed with trail development along an undeveloped stretch of Price Road in Errington was obtained from the Ministry of Transportation and Infrastructure. Work to develop the Price Road Trail, Arrowsmith Community Trail (ACT) 4, was tendered. Three contractors participated in a mandatory site visit and two contractors bid on the project; the contract was awarded to Kivela Contracting.

Staff prepared and distributed the March 11th Area F POSAC meeting agenda package, attended the meeting and prepared the meeting minutes.

Area G

Materials for cedar split rail fencing for Neden Community Parks were ordered and received. Installation of a run of fence along both Wembley Road and Neden Road is expected to take place in May.

Seasonal bridge maintenance work was completed at Barclay Crescent Bridge.

Staff prepared and distributed the March 6th Area G POSAC meeting agenda package, attended the meeting and prepared the meeting minutes.

Area H

Building materials for the construction of two new pedestrian footbridges were ordered, for installation at Islewood Community Park.

Following consultation with the Electoral Area H Parks and Open Space Advisory Committee, staff have settled on a design for replacement stairs at the Ministry of Transportation and Infrastructure's Shoreline Drive beach access. This comes following significant damage sustained by the ramp and retaining wall at the site, during high tides and heavy rain events this past winter. Construction is scheduled for May-June.

At Henry Morgan Community Park staff cleared rocks from the berms which were required prior to planned topsoil dressing and seeding this spring. Staff removed garbage from the park, and cleared blowdown and branches from the trails.

Bridge maintenance and trail clearing work was carried out at the Leon/Marshall connector trail.

Park staff are working on an area H trail signage plan at Big Qualicum River Hatchery.

Staff pursued licence renewal for the Sunnybeach water access in Qualicum Bay with the Ministry of Transportation and Infrastructure; prepared report to the Board to support renewal as offered by the Ministry.

Concluded work on a third five-year land use agreement with the private landowners who allow for the Thompson Clarke – Ocean Trail in Bowser. Staff obtained a copy of the RDN's certificate of insurance showing coverage for public use of the lands and completed a board report in support of agreement renewal.

Staff prepared and distributed the March 6th Area H POSAC meeting agenda package, attended the meeting and prepared the meeting minutes.

Community Works Projects

Area B

Design consultants are working to finalize the Village Trail plans following a meeting with MOTI in February. A submission to MOTI at the end of April is anticipated. The project tender could occur in May, following MOTI's permit approval and construction could begin in the summer.

Area F

The RFP process was completed for the Meadowood Portables and a consultant selection made. Staff are now preparing the contract. The portables at PES were further secured with windows and doors boarded, and a weekend security patrol was set up with Footprints Security.

Area G

The Ministry of Transportation and Infrastructure announced it will be improving the shoulder conditions along the south side of Wembley Rd, from the City of Parksville boundary to Wright Rd. RDN Parks will continue to work towards developing trails in the undeveloped road right-of-ways in the area and along Lowry's Rd to connect the future Rail Trail with Oceanside Elementary School.

Regional Significant Gas Tax Project

Trail design is still underway in a couple of locations along the route of the future E & N Trail. Following completion of the 75% design drawings for the overall route, submissions can be made to the ICF, MOTI and other approving agencies for review. Assuming all approvals are in place by the fall and funding allocations match project costs, construction could begin in late 2015 or early 2016.

Regional Parks

Arboretum

Park staff conducted park inspections and park maintenance.

Beachcomber Regional Park

Park staff conducted park inspections and trail maintenance.

Benson Creek Falls Regional Park

Park staff conducted park inspections, maintained trails and removed garbage from the parking lot. Park staff installed "Parking Map" on Jameson Road as per RCMP recommendation. Parks staff continue to monitor the parking situation on Jameson Road. Web blogs and websites are continuing to be monitored for accurate visitor parking information. Footprints Security will continue conducting parking patrols over the summer on long weeks and will submit reports, and the RCMP will continue to respond to parking complaints as their staffing and resources allow.

Big Qualicum Regional Trail

Park staff conducted trail inspections.

Coats Marsh Regional Park

Park staff conducted park inspections.

Descanso Bay Regional Park

Park staff conducted park inspections.

The park operator agreement for Descanso Bay was renewed for the period 1 May to 31 December 2015. A tender for a new five-year operating agreement will take place in the fall of 2015.

Englishman River Regional Park

Park Staff carried out routine inspections of Englishman River Regional Park and Top Bridge Park. Staff responded to maintenance issues identified by the Volunteer Park Warden including: garbage issues, ATV trespass, vandalism, graffiti and suspect hazardous trees.

Park staff obtained a building permit for a retaining wall to be built on one of the trails in the Month of April.

Horne Lake Regional Park

Park staff conducted park inspections. Staff picked up fire rings and delivered them to HLRP.

Lighthouse Country Regional Trail

Park staff conducted trail inspections and trail maintenance.

Little Qualicum River Estuary Regional Conservation Area

Park staff conducted park inspections. The BCCF and Qualicum Bay Streamkeepers are monitoring the native plantings located in fenced enclosures. Staff received and are now reviewing the draft Goose Management Strategy from the Guardians, in preparation for final payment (\$10,000).

Little Qualicum River Regional Park

Park staff conducted park inspections. Staff contacted an engineering company to design bridge improvements and provide a tender package for the works to be completed.

Moorecroft Regional Park

Staff installed dog brochure boxes in three different locations in the park. A new septic line was installed from the caretaker's house to an existing septic field. RLC Park Services conducted a successful Spring 5-day kids' camp (Go WILD) with 20 kids at the park. A second toilet was ordered for the park for the camps and increased summer visits. Staff provided park information for the Moorecroft Stewards Spring newsletter. The Caretaker Agreement renewal (to March 2016) was completed by staff and signed by the park caretakers.

Morden Colliery Regional Trail

Park staff conducted trail inspections and maintained trails. Park staff installed trail courtesy signs at the tipple.

Mount Arrowsmith Massif Regional Park

Park staff conducted park inspections.

Mount Benson Regional Park

Park staff conducted park inspections. Staff cleaned the kiosk and removed seasonal signage.

Nanaimo River Regional Park

Park staff conducted park inspections and trail maintenance.

Parksville - Qualicum Links

Park staff conducted trail inspections.

Top Bridge

Park staff conducted park inspections. Park staff installed a new post and signs up at the PV parking lot.

Briefing on the Top Bridge Crossing provided to the Alberni Times in regard to an initiative to bridge the ravine separating Port Alberni and old Alberni.

Trans Canada Trail

Park staff conducted trail inspections.

Witchcraft Lake Regional Trail

Park staff conducted trail inspections and installed new caution signage at the boardwalk.

Miscellaneous

All the developed beach access sites within the district were visited, inspected and cleaned up. Annual cleaning/servicing of the portable toilets/doors/structures was ordered from the supplier, to be carried out over the next three weeks. 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 several information requests were received from the public.

Fairwinds Lakes District - Regional Park Management Plan

Staff completed revisions to the draft parks management plan and consultation with stakeholders and First Nations. A third Advisory Meeting was organized for April 15, and the final Open House event is scheduled for May 13, 2015.

Provincial Land Tenures

Staff continued to work with the Province and Local First Nations with regards to a 30-year Crown Land Lease application for the Morden Colliery Regional Trail and a Premature Lease Renewal for Benson Creek Falls Regional Park.

New Parks Building

Following the Parks function's move to a new, shared (Planning/Operations) facility, numerous housekeeping items were attended to such as assessing furniture, facility signage, safety/first-aid needs, electrical, plumbing and data/IT connections, parking, and site security. This work will continue throughout the spring and summer, and will include the development of several required procedures for addition to the district-wide Procedures Manual for facility operation and maintenance.

Parks Statistics

Staff completed a statistical review of the parks portfolio (e.g., acquisition over time, parks by tenure, square metres per capita), along with an initial compilation of overhead, maintenance and new development expenditures for the 1999-2014 period.

Mount Arrowsmith Biosphere Reserve

Staff assisted the Biosphere Reserve with the planning of a 24-hour Bio-blitz involving some RDN parks, and an Amazing Places video project. A letter of support was provided to the Biosphere from the RDN Chairman.

Tourism Vancouver Island Top 100 Hiking Trails Project

Staff continued to feed information to the consultants. Reviewed initial top 100 results, provided information on more RDN trail opportunities and discussed the limitations of the project approach with the consultants. Likely project will need to be revamped and a second phase is being contemplated.

Publications

- Staff provided review and edits of park information for the Spring Active Living Guide.
- Staff continued to distribute the Regional Parks and Trails Breathe Guide to visitor centres.

Volunteer Park Warden Program

- Staff continued to receive regular reports from 2 VPWs (Mount Benson, ERRP).
- There are 6 active VPWs.

2015 Budget Development

Park Use Permits and Events

- 3 permits in process
- 2 permits completed
- 1 application cancelled
- Assistance provided to Island film scout looking for car ad location.

Staff Training

Three parks staff attended a Workplace Emergency First Aid training course.

Website

- As Island Timberlands are conducting logging activity in the Extension area, staff updated the parks website with IT information and blog link.
- The Dogs in Moorecroft Park brochure was posted on the Moorecroft Park webpage.

Recommendations

That the Parks Update Report for March 2015 be received as information.



Manager of Parks Services



General Manager Concurrence

TO: Tom Osborne
General Manager of Recreation & Parks

DATE: May 20, 2015

FROM: Wendy Marshall
Manager of Park Services

MEETING: D69 Recreation Commission –May 21,2015
All POSAC’s, RPTSC

FILE:

SUBJECT: Monthly Update of Community Parks and Regional Parks and Trails Projects- April 2015

RECOMMENDATION

That the Parks Update Report for April 2015 be received as information.

Regional and Community Parks

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

Electoral Area Community Parks**Area A**

At the Cedar Skate Park a large volume of graffiti was removed. The Parking lot was re-graded for the second month in a row following damage done by park visitors, and site clean-up work was carried out. A damaged bollard was also re-installed at the site. A vandalized sign was removed.

Park staff and GIS staff GPS’d Thelma Griffiths and the Cedar Skate Park for inventory and planning purposes.

Staff met with RDN planning staff and the Fire Chief regarding a potential dry hydrant installation at the Quenelle Lake Boat Launch.

A tree fort was removed at the Morden Colliery Community Trail. Garbage clean-up work was also carried out.

Staff provided planning information to the BBCTRA Nanaimo Trail Ride planned for June 20th.

Staff provided advice to a Whiting Way Community Park neighbour regarding his inquiry regarding the possibility of extending the existing dyke across the southern end of the wetland.

Area B

Received the Province’s offer to renew the licence of occupation over Joyce Lockwood Community Park and initiated processing of renewal.

Staff continued to work with and complete the outstanding items regarding the Huxley Community Park Master Plan. Staff collaborated with the Gabriola Island Lions Club to submit a grant application for the playground at Huxley Community Park. Park maintenance requests were received from user groups, and staff is working to schedule pressuring washing of the tennis and ball hockey courts at Huxley Community Park. Tennis court signage was ordered and received from the manufacturer, with installation expected for May/June.

Staff met with community members and a playground supply representative regarding the potential playground equipment installation possibilities at both Huxley Park and Rollo-McClay Park.

Water delivery/supply work was ongoing at Rollo McClay Community Park. The field mowing contract continued, and additional fertilizer was ordered.

A large, fallen hazard tree was removed from a neighbour's yard adjacent to Malaspina Galleries Community Park.

Area C – Extension

At Extension Miners Community Park staff added soil and seeded the area around the new picnic table.

Area C - East Wellington/Pleasant Valley

Park staff installed new signage at two locations on the Meadow Drive Trail cautioning people that there is a bend in the trail ahead. Staff also cleared brush, removed debris, and installed posts and signage.

At Creekside Community Park staff graded the parking lot and removed garbage.

At Anders and Dorrits Community Park staff contracted the decommissioning of the old septic tank for the residence (now demolished/removed). The security chain gate was repaired and stabilization of the existing grape trellis was also carried out.

Area E

Staff continued to develop and refine the Blueback Community Park Concept Plan. Staff also met with a vegetation management specialist regarding the recommended way to treat the invasive blackberry issue at the park.

Staff attended two site visits to the pending community park dedication on Oakleaf Drive; one with senior management and other with members of the Parks and Open Space Committee.

Park staff conducted a site visit with MOTI and submitted a Road Permit for Claudet CP development.

Jack Bagley-Staff removed garbage, painted over graffiti.

At Stonelake Community Park brushing work was completed.

Graffiti was removed from the parking area at Jack Bagley Community Park.

Area F

The Coastal Fire Centre initial attack crews and park staff installed signage and removed hazard trees in Malcom CP.

At Malcolm Community Park staff liaised with Ministry of Forests Coastal Fire Base and installed several new posts and signs.

Hydro seeding work was completed at Meadowood Community Park. Several incidents of vandalism to the security fence surrounding the project were dealt with. Weed reduction work was also carried out by the park development contractor. A picnic table was ordered for the site, to be installed in May or June.

Staff liaised with a community volunteer regarding upcoming tree removal, brushing and trail development work at Errington Community Park. Following the removal of numerous trees a group of volunteers assisted with removal of the downed timber and branches, which was chipped and hauled away by a contractor.

Mowing work continued at our newly-acquired community park at the French Creek Community School. Staff contacted park neighbours prior to the removal of several trees and brushing work along the fenced perimeter. This work was carried out by a contractor.

Area G

Playground equipment was pressure washed and invasive blackberry was removed at Boulton Community Park.

Other pressure washing work in Area G included tables and benches at Neden Community Park and a crash gate at Lee Road Community Park.

Staff provided continuing support to a Dashwood resident regarding the possibility of a community garden in Dashwood Park.

Area H

Staff continued to assist community trail volunteers with the production of local (non-RDN) trail maps.

Staff concluded work on the renewal of the RDN's ROW licence at the Sunny Beach water access, and renewal of the private land use agreement for the Thompson Clarke – Ocean Trail.

Staff contacted the Lions Society regarding updated insurance for use of Lions Community Park.

Building materials for the construction of two new pedestrian footbridges were ordered, for installation at Islewood Community Park.

Trail brushing work and vandalized sign replacements were completed at Oakdowne Community Park.

Miscellaneous

Staff continued work on clarifying park names and civic addresses for the RDN's approximately 200 community parks, trails and open spaces.

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 several information requests were received from the public. All playground inspections were completed throughout the district. Parking curbs were ordered and installed at the Parks function's new office building at 1490 Springhill Road.

Community Works Projects

Area B

Design work for the Village Trail is on-going. A pre-construction cost estimate will shed light on whether the project will be phased or constructed at one time. The project's construction schedule will be determined following any phasing decisions and MOTI's approval.

Area E

Park staff toured Claudet Road Community Park with the Area Director to review the potential trail layout. Park staff conducted a site visit with MOTI and submitted a Road Permit for trail development.

Area F

Staff prepared and distributed a package on the Arrowsmith Community Trail Price Road Trail project (ACT 4) to approximately 20 neighbours in the trail vicinity. Staff liaised with one neighbour concerning falling and drainage issues. Hazard trees were removed.

Regional Significant Gas Tax Project

Staff and consultants met to review the 75% design drawings and discuss next steps. Preliminary cost estimates are indicating that a phased construction process will be required and will be determined in May. Submissions to the Island Corridor Foundation (ICF) and Southern Rail (SVI) will occur in May. Additional submissions will occur following any input from the ICF and SVI.

Regional Parks

Arboretum

Park staff conducted park inspections and park maintenance. Volunteers built a picnic table for the park. Park Staff GPS'd the Arboretum to develop a kiosk map.

Arrowsmith CPR Regional Trail

Work was completed on the two-year renewal of the RDN's licence from Island Timberlands over the upper section of the trail.

Beachcomber Regional Park

Park staff conducted park inspections and trail maintenance.

Benson Creek Falls Regional Park

Park staff conducted park inspections, maintained trails and removed garbage from the parking lot. Park staff graded the parking lot.

Big Qualicum Regional Trail

Park staff conducted trail inspections.

Coats Marsh Regional Park

Park staff and a structural engineer conducted an annual inspection of the park residence. Park inspections were carried out.

Descanso Bay Regional Park

Park staff conducted park inspections. The park operator and park staff located a disturbed midden reported by an archaeologist. The midden was capped with soil and wood chips.

Staff prepared an eight-month extension of the existing Park Operator contract with a view to undertaking a formal request for park operations proposals in the fall of 2015.

Staff liaised with the Park Operator regarding 2014 year-end finances and statistics, and Oceans Day 2015.

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.

A retaining wall was built in the park along a trail. A final inspection was completed by an Engineer and Building Inspection department.

Park staff installed wildlife awareness decals on the kiosk.

Staff worked with the Park's longstanding volunteer park warden on resolving transfer of weekly report images. The warden was supplied with a new RDN digital camera.

Horne Lake Regional Park

Park staff conducted park inspections. RLC and RDN staff conducted an annual hazard tree assessment. Annual planning session was conducted on site to review operational tasks for this year.

The quarterly meeting with the Park Operator RLC was held.

Lighthouse Country Regional Trail

Park staff conducted trail inspections and trail maintenance. Park staff installed no horse signage at each end of the Nash and Ridgewil Bridge locations and on less used trail heads along the trail.

Little Qualicum River Estuary Regional Conservation Area

Staff worked with the BC Conservation Foundation on the addition of mulch to the 2014 plantings along the fish channel. Staff reviewed the Guardians of the Mid-Island Estuaries's final Canada Goose Project report and conferred with co-landowner Ducks Unlimited on acceptance and next steps. Release of final \$10,000 to the Guardians was recommended.

Little Qualicum River Regional Park

Staff removed an illegal campsite from the park. Staff got new pins and new locks for the gates (which had been previously cut to gain access) and installed signage stating the bridge is closed. A contractor installed concrete barriers at each end of the bridge to block vehicles from going onto the bridge which was deemed unsafe by an engineering firm.

Moorecroft Regional Park

Park staff conducted park inspections and trail maintenance.

Morden Colliery Regional Trail

Park staff conducted trail inspections and maintained trails. Park staff removed a fort from the trail. Staff met with Area A residents with regards to future expansion of the Morden Colliery Regional Trail.

Mount Arrowsmith Massif Regional Park

Staff liaised with the Alpine Club of Canada Vancouver Island Chapter on volunteer participation in trail maintenance at the Regional Park. A meeting was held to discuss a work project in May.

Mount Benson Regional Park

Park staff conducted park inspections and replaced a broken sign post with a new one at the te'tuxw'tun trailhead. Coastal Fire Centre Initial Attack Crews assessed the park for potential helipad locations. A meeting with NALT to review a draft park covenant is scheduled for May.

Nanaimo River Regional Park

Park staff conducted park inspections and trail maintenance.

Top Bridge Regional Trail

Park staff installed speed bumps on the road to the parking lot with associated signage on telespar. Park staff installed wildlife awareness decals on the kiosk by the suspension bridge.

Trans Canada Trail

Park staff conducted trail inspections. Staff loosened the cables on the trees at the Haslam Bridge and installed a new cable. Gravel was spread on the Haslam Trail trailhead.

Witchcraft Lake Regional Trail

Park staff conducted trail inspections.

Fairwinds Lakes District - Regional Park Management Plan

Park staff completed a second draft of the Management Plan which was reviewed by the Snaw-naw-as First Nation on April 14 and the project Advisory Committee on April 15. Preparations for the May Open House, including final plan revisions, web and newspaper notices, a public survey and presentation panels, were completed in late April.

Miscellaneous

Park staff attended a section 9 meeting held by Ministry of Forests, Lands and Natural Resource Operations.

Staff participated in UBCM's conference call on the Province's new Off-road Vehicle legislation.

Operational and Efficiency Review

Staff met to discuss departmental efficiencies and opportunities to improve on them. This information was provided for incorporation into the O&E report. Parks staff also held a planning day to review workflow and distribution to identify inefficiencies in the work processes. Recommendations were

created and incorporated into the O&E report. Parks staff incorporated additional information into the draft report.

Website and Communications

Staff provided input on parks for the spring issue of Regional Perspective. Staff reviewed the final product of Tourism Vancouver Island's inventory of Island and Sunshine Coast trails. Staff continued to supply various locations, e.g., Tourism Nanaimo, and RDN offices with copies of the Regional Parks and Trails Guide and individual park maps.

Park Use Permits and Events

Staff worked on internal procedures and tracking mechanisms for park use permits. Staff explored the new event insurance product being offered to local government by the Municipal Insurance Association. Staff continued to provide advice to the North Island Film Commission and various commercial outfits on potential locations and land ownership.

May park use permits completed and inquiries received including:

Area A

- Worked with the Nanaimo Skateboard Association on a park use permit for a September fundraiser at the Cedar Skate Park.
- Staff liaised with RDN WaterSmart regarding Grade 4/5 school field trips to Nanaimo River Regional Park during the spring and fall.
- Staff assisted the RCMP with park use permit for three dive training exercises at the Regional Park, with the first having passed very well.

Area B

- Staff concluded work on the Gabriola Land and Trails Trust's park use permit for guided walks through Cox, 707 and Petroglyph Trail community parks as well as Descanso Bay Regional Park.

Area C

- Staff worked with the BC Competitive Ride Association on routing for their 2015 mid-Island event using the Pipeline Trail section of the Trans Canada Trail.

Area E

- Staff clarified the park use permitting process for Jack Bagley Community Park with the Recreation side of the Department.
- Staff liaised with the National Conservancy of Canada regarding park use permit activities at Moorecroft Regional Park.

Area F

- Staff assisted the Arrowsmith Community Recreation Association with a park use permit for the June Coombs Family Picnic at the French Creek School Community Park.
- Staff liaised with the Unicorn Farm owners regarding a park use permit for outdoor summer music classes at the same park.

Area G

- Staff addressed park use applications for the Silver Spur's annual summer Ride for Hospice through the Rivers Edge community parks and at Englishman River Regional Park,
- Processed an application for the Mid-Vancouver Island Habitat Enhancement Society's June River Run in Englishman River Regional Park.
- Processed a permit for the RDN WaterSmart's Grade 4/5 school tours to be held at Englishman River Regional Park during the spring and fall.

Area H

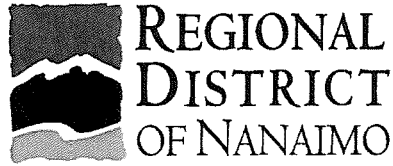
- Staff began work with the Mid-Island Bluegrass Society on a park use permit for the late June 2015 Bluegrass Festival at Lions Community Park.



Manager of Parks Services



General Manager Concurrence



RDN REPORT		#
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STAFF REPORT

TO: Paul Thorkelsson
Chief Administrative Officer

DATE: May 21, 2015

FROM: Tom Osborne
General Manager, Recreation and Parks

MEETING: RPTSC June 16, 2015

FILE:

SUBJECT: Morden Colliery Historic Provincial Park – Land Tenure Review

RECOMMENDATION

That the Morden Colliery Historic Provincial Park Land Tenure Review report be received as information and no additional resources be provided to the restoration project at this time.

PURPOSE

To review the viability of the Regional District of Nanaimo securing a form of land tenure of Morden Colliery Historic Provincial Park in order to facilitate the restoration of the failing tiple structure.

BACKGROUND

At the March 24, 2015 Regional Board Meeting the following resolution was approved:

Resolution # 15-315

“That staff prepare a report that investigates the viability of the Regional District of Nanaimo leasing the Morden Park mine site from the provincial government, including an estimate of associated costs and liabilities involved.”

Leading up to the consideration of the above resolution, the Regional District was requested by the Friends of Morden Mine to make application to the Strategic Priorities Fund (Gas Tax Funding) for the restoration of the tiple structure, estimated to costs in the range of \$2,858,000, in addition to funding other related improvements at Morden Colliery Historic Provincial Park.

The RDN had the opportunity to submit a maximum of two applications to the funding program of which the Regional Board opted to apply for two critical infrastructure projects for the Greater Nanaimo Pollution Control Centre that has planned upgrade work over the next few years with an anticipated cost of \$78 million dollars.

Land Tenure Options

Staff have met with representatives from BC Parks to review possible tenure options for the site. Through these meetings it has been verified that the Provincial Park is not being considered for disposition by the Ministry of Environment. Representatives also confirmed that funds have not been allocated for the restoration of the tipple structure at the park.

There are two land tenure tools that could be considered should the Regional Board wish to secure some form of tenure by way of agreement that is allowed for under the Provincial Park Act.

The first option is for the RDN to obtain a Park Use Permit that would provide the RDN the authority to restore and maintain the head frame and tipple structures. The anticipated applicable section under *Park Use Operational Policy for Park Permits* is Section 1.1.3 *Land Use/ Occupancy - Restoration and Habitat Enhancement. (Appendix I)* The term would be set based on expected length of the project.

A second option would be for the RDN to secure a Park Operator Agreement with BC Parks to maintain the park property in addition to undertaking the restoration of the tipple. The latter has been used at two Provincial Park sites in the Cowichan Valley Regional District (CVRD) who maintain the lands as CVRD regional park. At present Morden Colliery Provincial Park has a private operator that is maintaining the park, funded by BC Parks.

Staff also reviewed the Kinsol Trestle land use agreement between the CVRD and the Ministry of Transportation and Infrastructure. The “*Entry Authorization and Indemnity Agreement*” is with a different Ministry that isn’t regulated under the Provincial Park Act. Even if a similar agreement could be used with the Province for the tipple site, staff would not recommend its use due to commitments in the document regarding maintenance of the site in addition to provisions around indemnification and liability in perpetuity.

Liability Matters

In regard to liabilities, one key area pertains to WorkSafe BC. Any work around the existing structure would require ensuring proper work site procedures are developed and followed. Should restoration work on the structure move forward, contractors would need to ensure compliance and implement safe work procedures. The knowledge that the structures may be unstable will have to be considered in particular in using moderate or heavy equipment in the area.

Another item for consideration is the underground mine workings. The RDN has not obtained environmental information regarding soil conditions or other geotechnical information around land stability at this former industrial site. Should the RDN Board desire to move forward on any form of land tenure, these two matters will need to be better understood. The Regional District would need to ensure proper indemnification language is used to ensure the RDN does not assume responsibility for any existing soil contamination and land stability matters.

Attached as *Appendix II* is the anticipated insurance requirements for Park Use Permits. The Policy provides language around insurance requirements and indemnification. The actual insurance and indemnification requirements for the project would need to be determined and finalized should the Regional Board wish to undertake the restoration of the tipple through a Park Use Permit.

Land Tenure Conclusion

Based on the above and focusing on the ultimate goal which is the restoration of the tipple, the primary purpose of securing tenure of the site, or a portion of, would be for securing a grant.

In order for the tipple restoration project to potentially be eligible for funding under the Strategic Priorities Fund or use Community Works Funds, the RDN needs to have some form of responsibility for the asset for a period of five year or more. Under this grant funding scenario, the RDN could obtain a Park Use Permit for the tipple site only (not the whole property) and make it conditional on securing grant funding. It would then be recommended that once the structure is restored and after term of five years or greater has passed have BC Parks resume responsibility of the structure as the Province of BC is the true land manager and owners of the historic provincial park.

Grant Eligibility – Strategic Priorities Fund / Community Works Funds

The Regional Board needs to be aware that staff have had initial discussions with representatives at UBCM to verify if a Park Use Permit would be a strong enough form of tenure to become eligible for funding. UBCM staff are unable to confirm the project's eligibility under a Park Use Permit which would have to be submitted along with details of the project for review by a management committee. Officials of the program have said there is no precedent of a local government receiving funding for use on provincial asset through a program that is intended to assist local government infrastructure projects. More work would need to be undertaken with UBCM to review applicability of Gas Tax funding to such a project.

Staff are also investigating the recently announced Canada 150 Community Infrastructure Program being administered through Western Economic Diversification Canada meant for the rehabilitation of existing community facilities with funding up to a maximum of \$500,000 inclusive of all federal funds. Preliminary review of the program indicates the tipple project would not be eligible under this program as a provincially owned asset and with the maximum federal funding at \$500,000, Gas Tax funding could not be applied in addition.

ALTERNATIVES

1. That Morden Colliery Historic Provincial Park Land Tenure Review report be received as information.
2. That the RDN work with BC Parks in the preparation of a draft Park Use Permit for UBCM review to determine if the restoration of the tipple at Morden Colliery Historic Provincial Park would then be eligible for funding under the Strategic Priorities Fund and Community Works Funds programs.

FINANCIAL IMPLICATIONS

The December 22, 2014 Read Jones Christoffersen report that was commissioned provided probable cost of \$2,858,000 for the restoration of the structure. Should the RDN desire to undertake the project, these costs would have to be funded through taxation and grant sources.

Though not originally intended for such use, the Regional Board may wish to use Regional Parks Acquisition and Capital Development Funding (Parcel Tax). This approach will need to be reviewed by

RDN legal counsel as the site is not dedicated as Regional Park. At present, there are not sufficient funds in place to advance the Board's current initiatives without external grant support, including the crossing over the Nanaimo River at on the Morden Colliery Regional Trail. If the Regional Parks and Trail Acquisition and Capital Fund is used, the Regional Board will need to defer additional projects in order to take on this provincial asset.

Should the RDN Board wish to undertake the restoration of the site, a project manager would need to be retained as there is no current resource available for such a task. Based on estimates provided in a Morden Colliery Bridge Crossing study, tender and contract management services would be in the range of \$85,000. This cost does not include internal staff resources that are needed for assigned project coordination. At present the Park Department does not have adequate resources for this and other capital projects that scheduled for completion. The Friends of Morden Mine Society had indicated their willingness to support the project in the community and raise awareness of the historic value of the site. They also noted through a series of correspondence that they do not have the ability and resources to undertake significant fundraising efforts or the provision of technical and construction support to the project. Recently the Society has announced its intentions to fold due in part to not being able to secure government funds and private donations to advance the restoration project.

As part of the presentations to the Board and the broader community by the Friends of Morden Mine, comparisons were made between the Cowichan Valley Regional District and the RDN and the CVRD's ability to dedicate resources to the Kinsol Trestle project. Though the RDN is in fact a larger organization that services a higher population, the resources provided to parks are less than at the CVRD. As noted earlier, the CVRD did take on considerable commitments in order to restore the trestle, they have also have made available more park resources to maintain this historical structure while managing their growing park system.

At present the RDN's four operational staff are responsible for over 195 Community Parks sites and 12 regional parks. Taking on a site that is already being managed by the Province does not make economic sense and will further stretch the RDN's limited park operational resources.

BC Parks currently maintains the park though a contract with a Park Operator. This contract does not include works related to maintenance of the tibble and head frame structures. In the park operator agreement examples referenced earlier there is no fee paid to the CVRD to operate the provincial park sites. In staff's review, using the Park Operator Agreement route provides no additional advantages that would lead to restoration of the tibble.

In order to reduce the scope of responsibility on the ground, though still relatively significant, the one option that could be contemplated is utilization of the BC Parks Park Use Permit process for the tibble area within the park, conditional on the RDN securing grant funding to undertake the restoration work.

STRATEGIC PLAN IMPLICATIONS

The Board's Strategic Plan highlights that heritage in communities be recognized and respected. A goal in the Plan is to ensure a diversity of parks is provided that meet recreational as well as conservation objectives.

SUMMARY/CONCLUSIONS

At the March 24, 2015 Regional Board Meeting staff were directed to prepare a report that investigates the viability of leasing the Morden Colliery Historic Provincial Park with the intention for the site to be eligible for grant funding, primarily through the Strategic Priorities Fund.


There are two land tenure tools that could be considered should the Regional Board wish to secure some form of tenure by way of agreement that is allowed for under the Provincial Park Act.

The first option is for the RDN to obtain a Park Use Permit that would provide the RDN the authority to restore and maintain the head frame and tipple structures. The second option would be for the RDN to secure a Park Operator Agreement with BC Parks to maintain the park property in addition to undertaking the restoration of the tipple.

In staff's review, using the Park Operator Agreement route provides no additional advantages that would lead to restoration of the tipple. In order to reduce the scope of responsibility on the ground, though still relatively significant, the one option that could be contemplated is utilization of the BC Parks Park Use Permit process for the tipple and head frame area within the park. If the Board takes this option, dedication of financial and staff resources will have to be added to the operational budget for RDN Parks.

The December 22, 2014 Read Jones Christoffersen report that was commissioned provided probable cost of \$2,858,000 for the restoration of the structure. At present both BC Parks and the Friends of Morden Mine have indicated that they do not have sufficient resources available to undertake the restoration project and more recently the Friends of Morden Mine have announced their intentions to no longer be an active society.

As there is no willing or able partners to undertake the restoration project and access to the necessary funds to complete the task is in question, it is recommended the staff report be received as information and no additional resources be provided to the restoration project at this time.



Report Writer



C.A.O. Concurrence

Appendix I- BC Parks Park Use Operational / Park Use Permits – Term & Use



Park Use Operational Policy Park Use Permits

Approved:	<i>original approved by Christine Houghton, Executive Director, Visitor Services Branch, BC Parks, Ministry of Environment</i>
Effective Date:	28-June-2011
Relationship to Previous Policy:	This policy replaces the previous policy regarding permit term lengths

Park Use Permits

Permit Term Length

Purpose

The purpose of this policy is to provide direction on standard and maximum term lengths for park use permits and resource use permits (PUPs).

Scope

This policy applies to park use permits and resource use permits (PUPs) within parks, protected areas, conservancies and recreation areas. Ecological reserve permits and permits for operation of campgrounds and BC Parks' facilities are not addressed by this policy.

Definitions

"exclusive" means the number of permitting opportunities for a specific activity or use within a protected area is limited to a specific number of operators defined by BC Parks

"non-exclusive" means that the number of permitting opportunities for a specific activity or use within a protected area is not restricted to a specific number of operators

"park" for the purpose of this policy means Crown land established or continued as a park, protected area, recreation area, or conservancy under the *Park Act*, the *Protected Areas of British Columbia Act*, or the *Environment and Land Use Act*, and does not include ecological reserves

"park use permit" means a licence, issued under the *Park Act*, authorizing an activity or a course of behaviour or conduct, or the occupancy, use, development, exploitation or extraction of a natural resource on or in a park

"resource use permit" means a licence, issued under the *Park Act*, authorizing an activity or a course of behaviour or conduct, or the occupancy, use, development, exploitation, or extraction of a natural resource on or in recreation area

"term" means a fixed and definite period of time during which a permit is issued or the period of time between the start of the commencement date and the end of the expiration date

Policy

1.1.1 Terms Required

Park use permits and resource use permits (PUPs) must not be issued without a finite term length. Terms must be defined in years, months or days with a predetermined expiry date. There is no legal requirement to set a standard (minimum) term length, but to ensure consistency and to

provide efficiency when issuing permits, standard term lengths should be adhered to for each type of PUP. PUPs may be issued for terms which are shorter than the standard terms outlined below in order to address park management issues, or may be modified to ensure consistency with government-approved land use plans. Standard term lengths are determined by permit type.

Permits with term lengths greater than 10 years that are required to be issued pursuant to Section 30 of the *Park Act* (for parks listed in Schedule D of the *Protected Areas of British Columbia Act*), will be approved by the Executive Director of Regional Operations for the term remaining on the existing license, permit or lease.

1.1.2 Commercial Recreation

Commercial Recreation with No or Minimal Facilities

Commercial recreation permits (i.e. guided adventure tourism) for non-exclusive use, or for exclusive use with no or minimal facilities, will have standard terms of 10 years.

Permits may have a shorter, interim term to allow for preparatory works or to develop plans and assessments (e.g. to meet the requirements of the Fixed-Roof Accommodation Policy (2006)), or to allow for flexibility in meeting other government commitments or management concerns.

Any commercial recreation permit being issued for greater than 10 years requires written authorization by BC Parks Executive Director of Regional Operations.

Commercial Recreation with Facilities

If a commercial recreation permit includes exclusive rights to facilities, the term may be longer than 10 years, depending on the level of financial investment in the facilities, as per the Fixed Roof Accommodation Policy (2006).

- Facilities associated with lower levels of investment (cabins, huts, yurts or shelters) will have a term of at least 10 years.
- Facilities with significant financial investment (fixed roof accommodation) will have a standard maximum term of 30 years.
- Existing large ski resorts with fifty year renewable terms may be granted terms beyond the standard maximum of 30 years.

1.1.3 Land Use/Occupancy

General

Term lengths for general land use occupancy permits will vary depending on the type of permit. Standards and criteria for common land use occupancy permit types are outlined below. For all other types of land use occupancy permits a standard term of 10 years is recommended, except where a shorter, interim term is more appropriate to allow for preparatory works or to develop plans and assessments.

- Grazing- terms variable (no standard term), but term should be set giving consideration to approved land use plans.
- Restoration and habitat enhancement- term to be set based on expected length of the project.
- Trapping and trapline- standard 10 years.



Park Use Operational Policy
 Park Use Permits

- Provincially owned structures- standard 10 years, but may vary as required to be consistent with authorizations issued under other legislation.
- Privately owned structures- standard 10 years, but may vary as required to be consistent with agreements negotiated at time park was established, or other factors.
- Aquaculture and mariculture - standard term of 10 years.

Industrial/Municipal Land Use Occupancy

Industrial/municipal land use occupancy permits that authorize long-term uses, including but not limited to utility right of ways (pipelines, transmission lines), communications sites, water storage/dams, and access roads will have a standard term length of 30 years. Land use occupancy permits that are granted for the purpose of access/use/maintenance of established long-term monitoring sites (e.g. meteorological and hydrological stations) should also be granted for a term of 30 years to reflect long-term use of these sites.

Industrial/municipal land use occupancy permits for all other uses (e.g. quarrying, log sorts) will have a standard term of 10 years.

1.1.4 Commercial Filming

Terms for commercial filming PUPs will be determined so a reasonable amount of time is granted to conduct the requested filming activities. A specific number of filming days will be granted within a range of dates to account for weather conditions and scheduling.

Research Permits

Terms should be granted that are appropriate for the activity being requested (no standard term). Any research permit being issued for greater than 10 years requires written authorization by the BC Parks Executive Director of Regional Operations.

Related Guidance/Considerations

Fixed Roof Accommodation Policy:

<http://www.env.gov.bc.ca/bcparks/fixe roof/docs/fixe roof policy july 06.pdf>

BC Parks Commercial Filming Policy

http://www.env.gov.bc.ca/bcparks/permits/pdfs/commercial_film ing_permits.pdf

APPROVED AMENDMENTS:	
Effective Date:	Summary of Changes:
2012-08-29	Revisions to approval processes and removal of 'maximum' term lengths for activities

Appendix II- BC Parks Park Use Operational / Park Use Permits – Insurance



Park Use Operational Policy Park Use Permits

Approved:	<i>original approved by Christine Houghton, Director, Visitor Services Branch, BC Parks, Ministry of Environment</i>
Effective Date:	28-June-2011
Relationship to Previous Policy:	This policy replaces all previous policy regarding insurance for permits

Park Use Permits

Permit Insurance Requirements

Purpose

The purpose of this policy is to provide direction in determining the insurance and indemnity requirements for park use permits and resource use permits (PUPs).

Scope

This policy applies to park use permits and resource use permits (PUPs) within parks, protected areas, conservancies and recreation areas. Ecological reserve permits and permits for operation of campgrounds and BC Parks' facilities are not addressed by this policy.

Definitions

“**cross liability**” means a clause in an insurance policy which has the result that the policy applies as though separate policies were issued to each named insured (e.g. both the permittee and the Province)

“**indemnity**” means an agreement to protect the Province from losses, claims or damages arising from actions of the Permittee or activities undertaken on the permit area.

“**insurance**” means the undertaking by one person to indemnify an insured person against loss of liability for loss in respect of a certain risk or peril to which the insured person (i.e. the object of the insurance) may be exposed, or to pay a sum of money or other thing of value on the happening of a certain event.

“**park**” for the purpose of this policy means Crown land established or continued as a park, protected area, recreation area, or conservancy under the *Park Act*, the *Protected Areas of British Columbia Act*, or the *Environment and Land Use Act*, and does not include ecological reserves

“**park use permit**” means a licence, issued under the *Park Act*, authorizing an activity or a course of behaviour or conduct, or the occupancy, use, development, exploitation or extraction of a natural resource on or in a park

“**resource use permit**” means a licence, issued under the *Park Act*, authorizing an activity or a course of behaviour or conduct, or the occupancy, use, development, exploitation, or extraction of a natural resource on or in recreation area

Policy

1.1.1 Assessment of Risk

All permits will be assessed in respect to risk to the Province as a result of the use and/or activity authorized in a PUP. The Province could be held responsible as land-owners for any loss or damage of the Permittee which may occur on park land. Therefore as part of the review process for a new or renewed permit application insurance requirements must be assessed. This assessment needs to ensure:

- Insurance requirements in the PUP are consistent with provincial standards;
- Protection for the Province is provided; and
- There is clear direction regarding whether insurance is required or not, the type of insurance and the appropriate amount of insurance.

1.1.2 Indemnity

An indemnification clause provides some protection for the Province from damages resulting from any act or omission of the Permittee in its activity under the permit and therefore must be included in all permits. The standard indemnity clause used is as follows:

“The Permittee will indemnify and save harmless the Province, its servants, employees and agents against all losses, claims, damages, actions, costs and expenses that the Province, its servants, employees and agents may sustain, incur, suffer to be put to at any time arising, directly or indirectly, from any act or omission of the Permittee, its employees, agents contractors and licensees under this Permit, except for any liability arising from any independent, negligent act of the Province.”

1.1.3 Insurance

As an indemnification clause does not provide absolute protection for the Province from lawsuits arising from a loss in conjunction with the Permittee's activity, all permits which authorize a use or activity where a potential risk, loss or damage to the Permittee's clients, other users or the Province is present, must require the Permittee to maintain insurance.

The Permittee must obtain and pay for all insurances as required by the PUP. Types of required insurance policies are outlined below; however, depending on the activity special insurance policies may be required in addition to the basic requirements.

The Province, its officers and servants must be added as additional insured under the policy with respect to the Permittee's operations as authorized by the PUP and the policy must also contain a cross-liability clause.

1.1.4 Types of Insurance

Commercial General Liability Insurance - (also referred to as Comprehensive General Liability Insurance) is required to cover the basic operations of the Permittee. Commercial General Liability insurance is required to protect the Province, its servants, agents or employees against damages arising from bodily injury (including death) sustained by any person or persons; and property damage or other claims arising from any occurrence on the permit area due to acts or omissions of the Permittee.

Aircraft Liability Insurance – Required where the use of aircraft (of any kind) is necessary for the performance of the contract.



Park Use Operational Policy
Park Use Permits

Marine Liability Insurance – Required where the use of a floating vessel or structure is necessary for the performance of the contract and an integral part of the contractor’s operations (i.e. it would not be possible to perform the agreement without it).

Tenant Legal Liability Insurance – Required where persons other than BC Parks employees (e.g. caretakers) are living or working in buildings or structures that are owned by the Province.

Homeowner’s Liability Insurance – Required where persons have ownership of a building or structures within a park.

1.1.5 Standard Insurance Provisions

Insurance policies are required to meet the following criteria, which are specified in the Insurance Article of the permit boiler plate:

- All insurances required to be maintained by the Permittee shall be primary and not require the sharing of any loss by any insurer of the Province.
- The Permittee shall provide the Province with evidence of all required insurance within 10 working days of the Commencement Date of the permit. Such evidence shall be provided on a completed Province of British Columbia Certificate of Insurance form.
- When requested by the Province, the Permittee shall provide to the Province certified copies of all policies of required insurance.
- All required insurance policies shall be endorsed to provide the Province with 30 days advance written notice of cancellation or material change.
- The Province, acting reasonably, may by notice to the Permittee, require the Permittee to change the form, amount, deductible or other term of an insurance policy required herein, and the Permittee shall change the insurance policy accordingly. The Province is required to provide the Permittee with 60 (sixty) days notice of the change(s).

1.1.6 Levels of Insurance Coverage

Whenever insurance is required for the Permittee's activity, the amount of coverage should reflect the risk to the Province and park user as determined by the Regional Manager. Recommendations on the amount of insurance required will be made by the Risk Management Branch. The table below provides examples of risk levels associated with activities (list is not comprehensive).

Examples of risk levels :

<u>Risk</u>	<u>Type of activity</u>
Low	Recreational Guiding, Tours
Medium	Operations permits, Film Productions
High	Ski Hills, Mechanized Skiing

1.1.7 Proof of Insurance

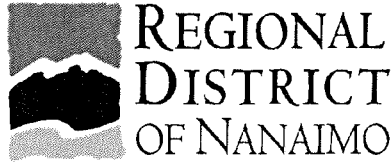
Evidence of the required insurance must be provided before the permit is validated. The insurers must be licensed to do business in British Columbia. If proof of insurance is not delivered or if the insurance is inadequate, the Regional Manager may initiate procedures to suspend the activity.

1.1.8 Exemptions from liability insurance requirements

All requests for full or partial exemptions from liability insurance requirements must be approved by the Regional Manager.

Where permit holders who provide recreational services to park users are unable to obtain the required liability insurance, liability insurance waivers may be considered. The use of liability insurance waivers is not recommended and will only be used in exceptional circumstances and at the discretion of BC Parks.

APPROVED AMENDMENTS:	
Effective Date:	Summary of Changes:



RDN REPORT		
CAO APPROVAL		
EAP		
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MAY 12 2015		
RHD		
BOARD		
APTSC		

STAFF REPORT

TO: Paul Thorkelsson
Chief Administrative Officer

DATE: May 8, 2015

FROM: Tom Osborne
General Manager, Recreation and Parks

MEETING: RPTSC June 16, 2015

FILE:

SUBJECT: Regional Parks Dedication Bylaw 1726

RECOMMENDATIONS

1. That the “Regional District Parkland Dedication Bylaw 1726, 2015” be introduced and read three times.
2. That the “Regional District Parkland Dedication Bylaw 1726, 2015” be adopted.

PURPOSE

To repeal the current Official Regional Park Plan Designation Bylaw No. 921, 1994 and replace with Bylaw 1726 that will dedicate all twelve of the RDN Regional Parks as provided for under the *Local Government Act*.

BACKGROUND

There are various sections of the legislation that are applicable to the dedication of land as park within regional districts. A significant change in the law applicable to regional parks occurred in 2003 when the *Park (Regional) Act* was repealed and provisions relating to regional parks were incorporated into the *Local Government Act*.

The local Government Act defines “regional park” as a park dedicated by a regional district under the *Local Government Act* or previously set aside and dedicated [now repealed] *Park (Regional) Act* and continued under the *Local Government Act*.

Under the old *Park (Regional) Act*, in order to acquire regional park or regional trail, a regional district had to amend its regional park plan to incorporate a reference to the land. There was no question regarding the status of the land under that process, as the decision regarding the characterization of the land as “regional park” was made through the regional park plan which in turn had to be approved by the Province.

At present, it is not necessary for a regional district to take the initial step of amending its regional park plan before it acquires regional park land. Accordingly, land can be acquired by a regional district and then, if the regional district takes no further steps, the land technically remains undedicated.

At some point, if a regional district were to treat such land as something other than “regional park” it could be vulnerable to a legal challenge that it has used tax requisition raised for the purpose of acquiring regional park (which would assume that the land would be dedicated as regional park). This is underscored by the definition of “regional park” which apart from land that was held as regional park before the repeal of the *Park (Regional) Act*, refers to a park “dedicated” by a regional district under the *Local Government Act*.

It is therefore arguable that if land is not so dedicated when it is acquired as regional park (and particularly with funds from the regional park service budget), that its status is in question. An absolute failure on the part of a regional district to dedicate the land as regional park could result in a challenge to the lawfulness of the regional district’s actions.

At present through the “Official Regional Park Plan Designation Bylaw No. 921, 1994”, the following lands have been dedicated as Regional Park:

Beachcomber Regional Park, Benson Creek Falls Regional Park, Descanso Bay Regional Park, Englishman River Regional Park, Horne Lake Regional Park, Little Qualicum River Regional Park, Little Qualicum River Estuary Regional Conservation Area and Nanaimo River Regional Park.

The following lands require formal dedication:

Mount Benson Regional Park, Coats Marsh Regional Park , Mount Arrowsmith Massif Regional Park and Moorecroft Regional Park.

The proposed “Regional District Parkland Dedication Bylaw 1726, 2015” will capture all the RDN’s Regional Park lands under one bylaw and is consistent with provisions under the *Local Government Act*.

ALTERNATIVES

1. That the “Regional District Parkland Dedication Bylaw 1726, 2015” be adopted.
2. That alternative direction be provided.

FINANCIAL IMPLICATIONS

There are no financial implications in adopting the bylaw.

STRATEGIC PLAN IMPLICATIONS

The dedication of regional parks is in line with the Board’s strategic goals of ensuring a diversity of parks that meet recreational and conservation objectives.

SUMMARY/CONCLUSIONS

There are various sections of the legislation that are applicable to the dedication of land as park within regional districts. A significant change in the law applicable to regional parks occurred in 2003 when the *Park (Regional) Act* was repealed and provisions relating to regional parks were incorporated into the *Local Government Act*.

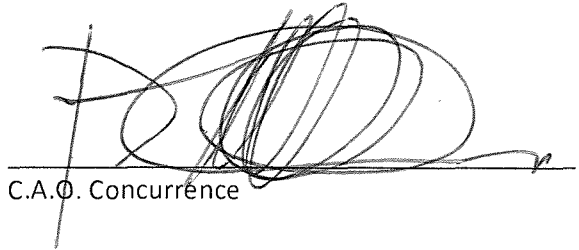
Under the old *Park (Regional) Act*, in order to acquire regional park or regional trail, a regional district had to amend its regional park plan to incorporate a reference to the land.

At present, it is not necessary for a regional district to take the initial step of amending its regional park plan before it acquires regional park land. It is therefore arguable that if land is not so dedicated when it is acquired as regional park that its status is in question. An absolute failure on the part of a regional district to dedicate the land as regional park could result in a challenge to the lawfulness of the regional district's actions.

At present there are four regional parks in the system that require formal dedication through a Bylaw. The proposed Bylaw 1726 captures all four of these parklands for dedication along with the other eight regional parks under one bylaw.



Report Writer



C.A.O. Concurrance

Appendix I

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1726

A BYLAW TO DEDICATE LAND AS A REGIONAL PARK

WHEREAS the Regional District of Nanaimo has acquired and secured tenure of land as regional parks;

AND WHEREAS section 30 of the *Community Charter*, applicable to regional districts pursuant to section 302 of the *Local Government Act*, authorizes a regional district to dedicate land as park by way of a bylaw;

NOW, THEREFORE, the Board of the Regional District of Nanaimo in open meeting assembled enacts as follows:

1. CITATION

This Bylaw may be cited for all purposes as "Regional District Parkland Dedication Bylaw No. 1726, 2015".

2. DEDICATION

The Lands described in Schedule "A" are dedicated as regional park.

3. REPEAL

"Official Regional Park Plan Designation Bylaw No. 921, 1994" and amendments thereto are hereby repealed.

Introduced and read three times this day of 20 .

Adopted by a 2/3 vote of all members of the Board this day of 20 .

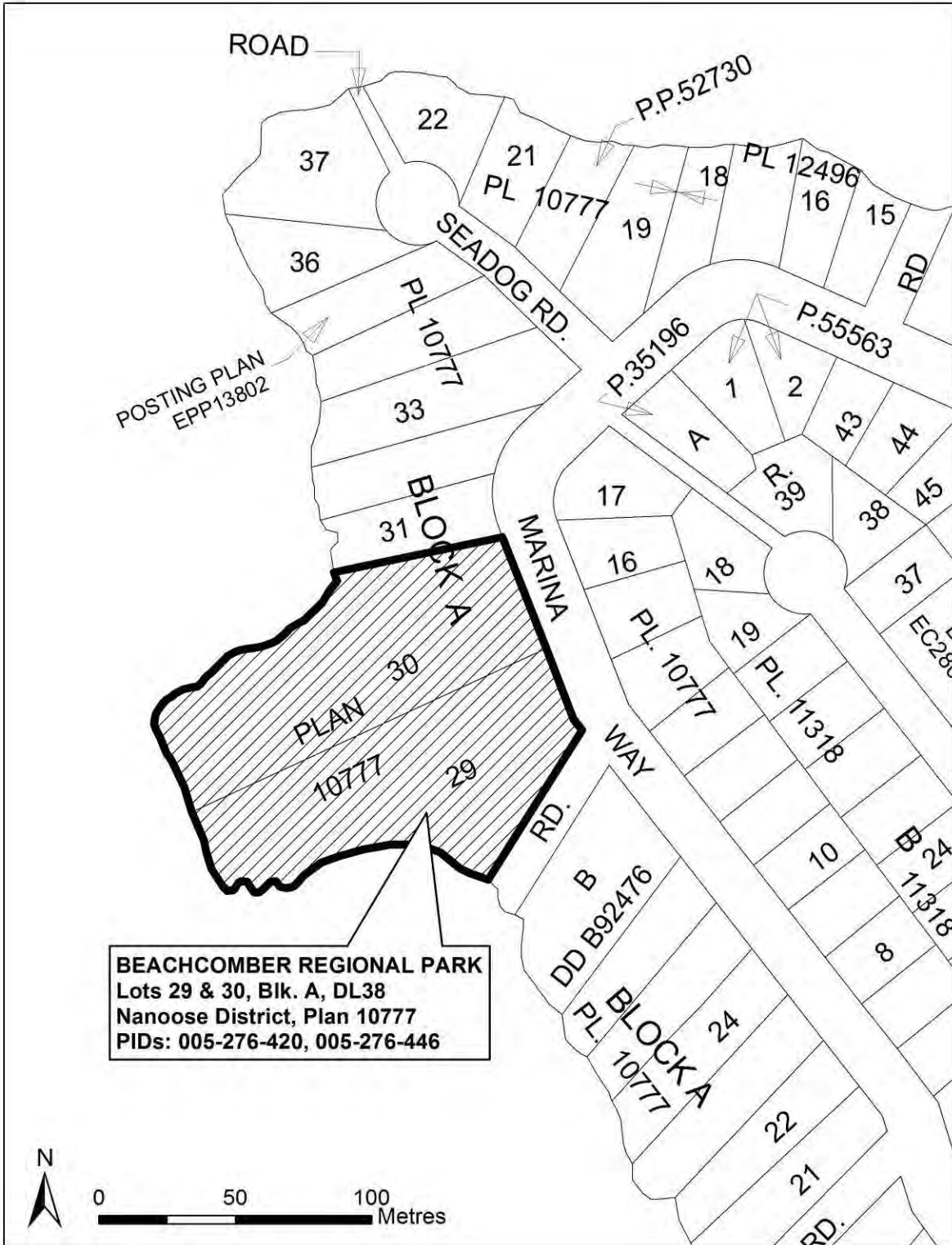
CHAIRPERSON

CORPORATE OFFICER

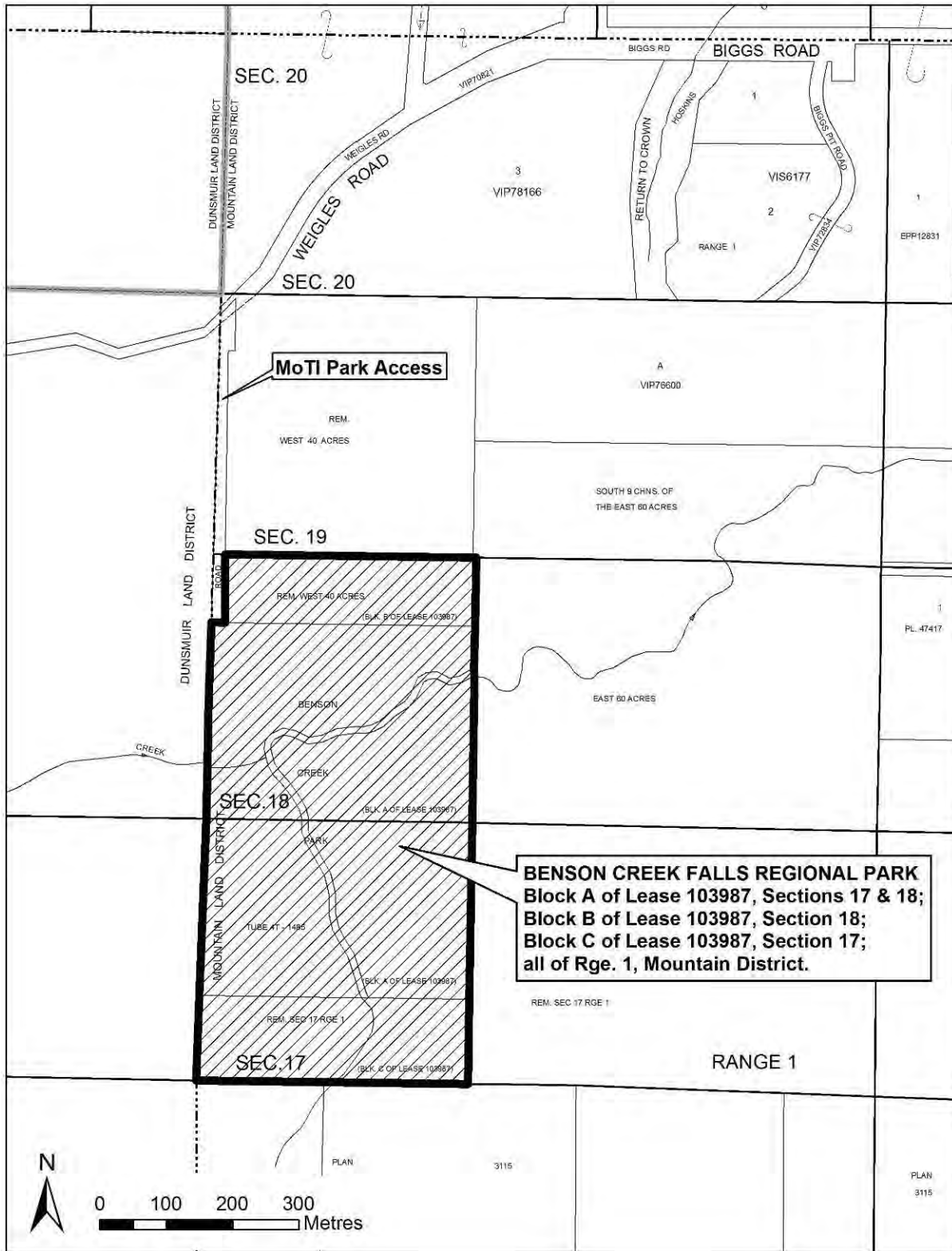
SCHEDULE "A"

Lands Dedicated as Regional Park

1. Beachcomber Regional Park



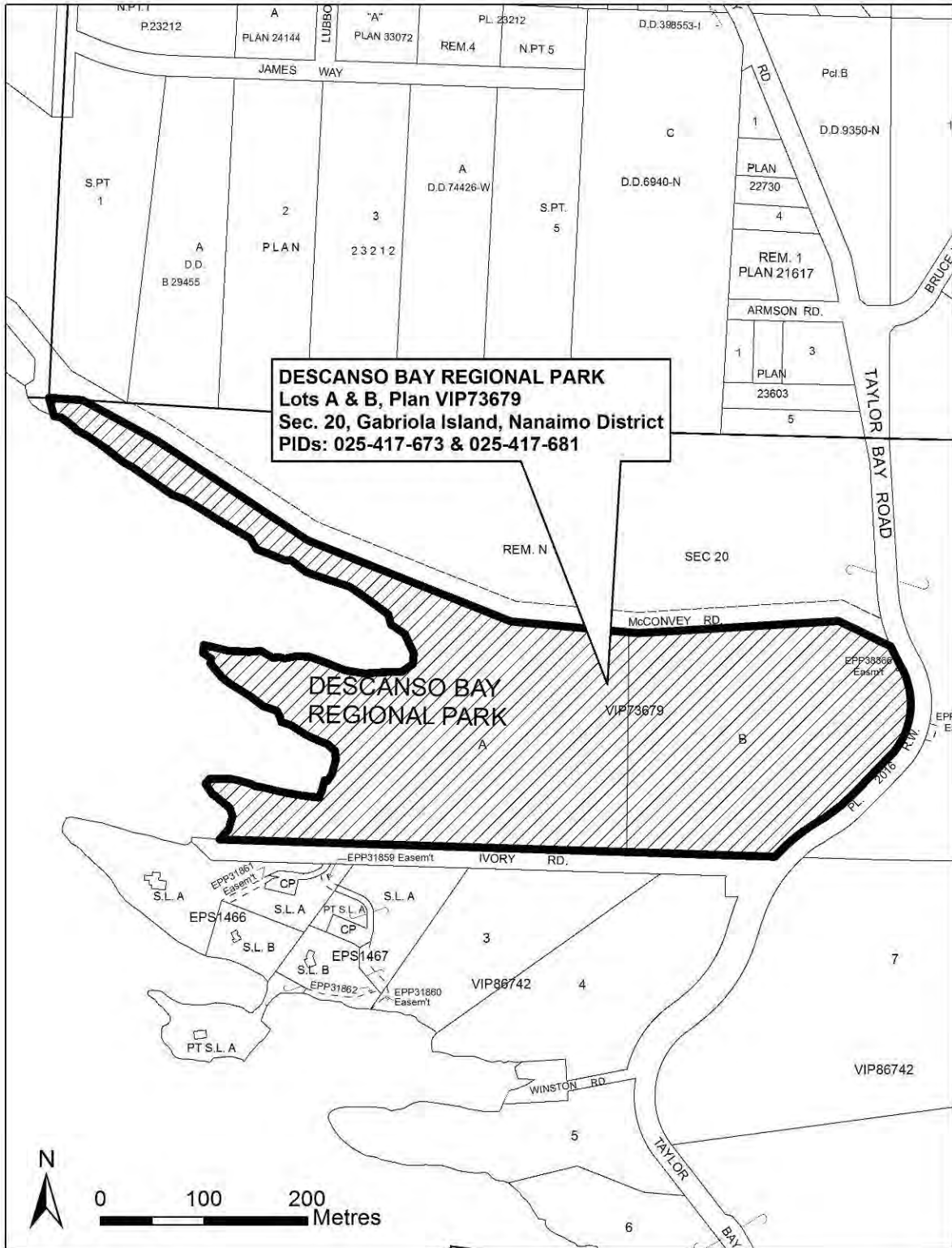
2. Benson Creek Falls Regional Park



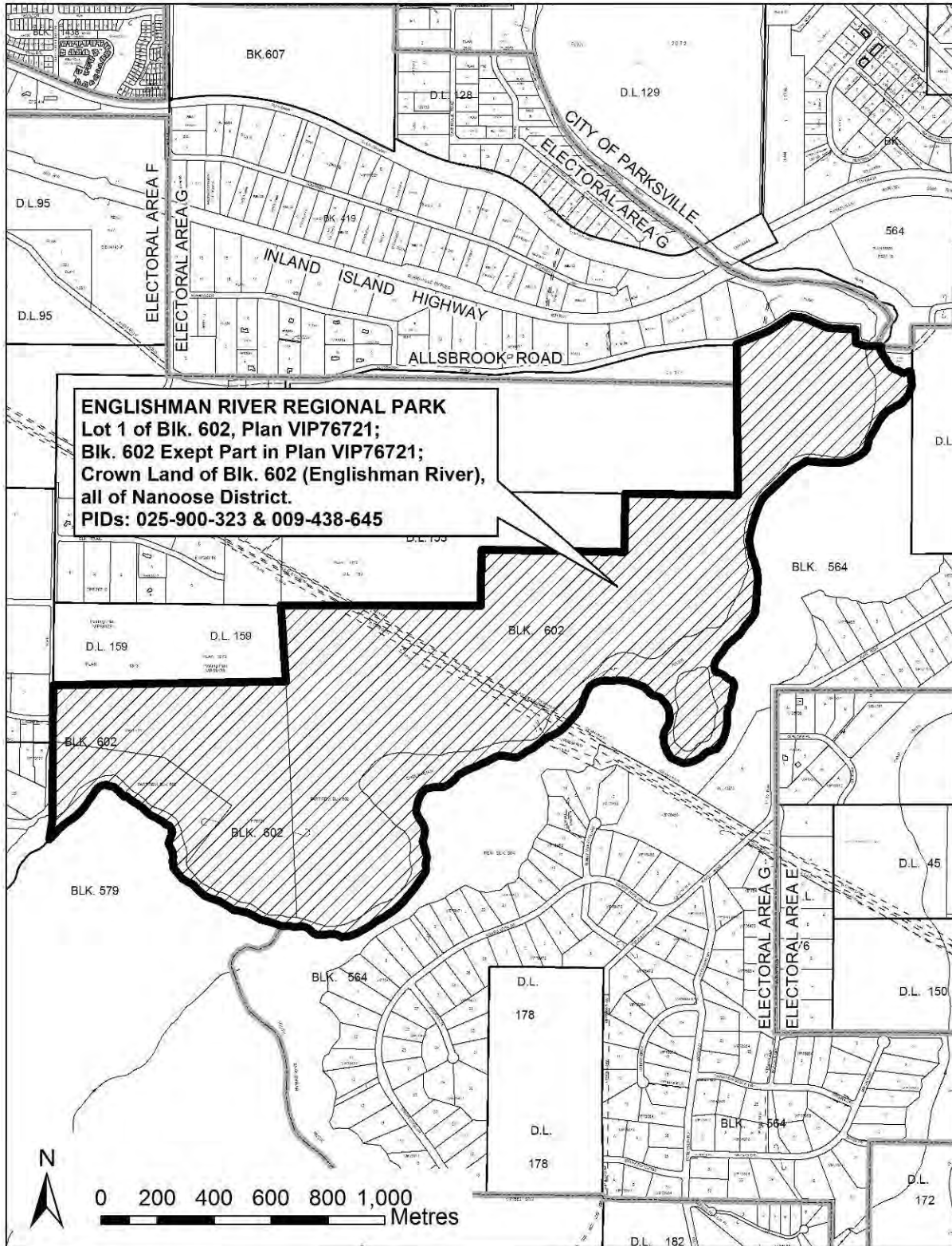
3. Coats Marsh Regional Park



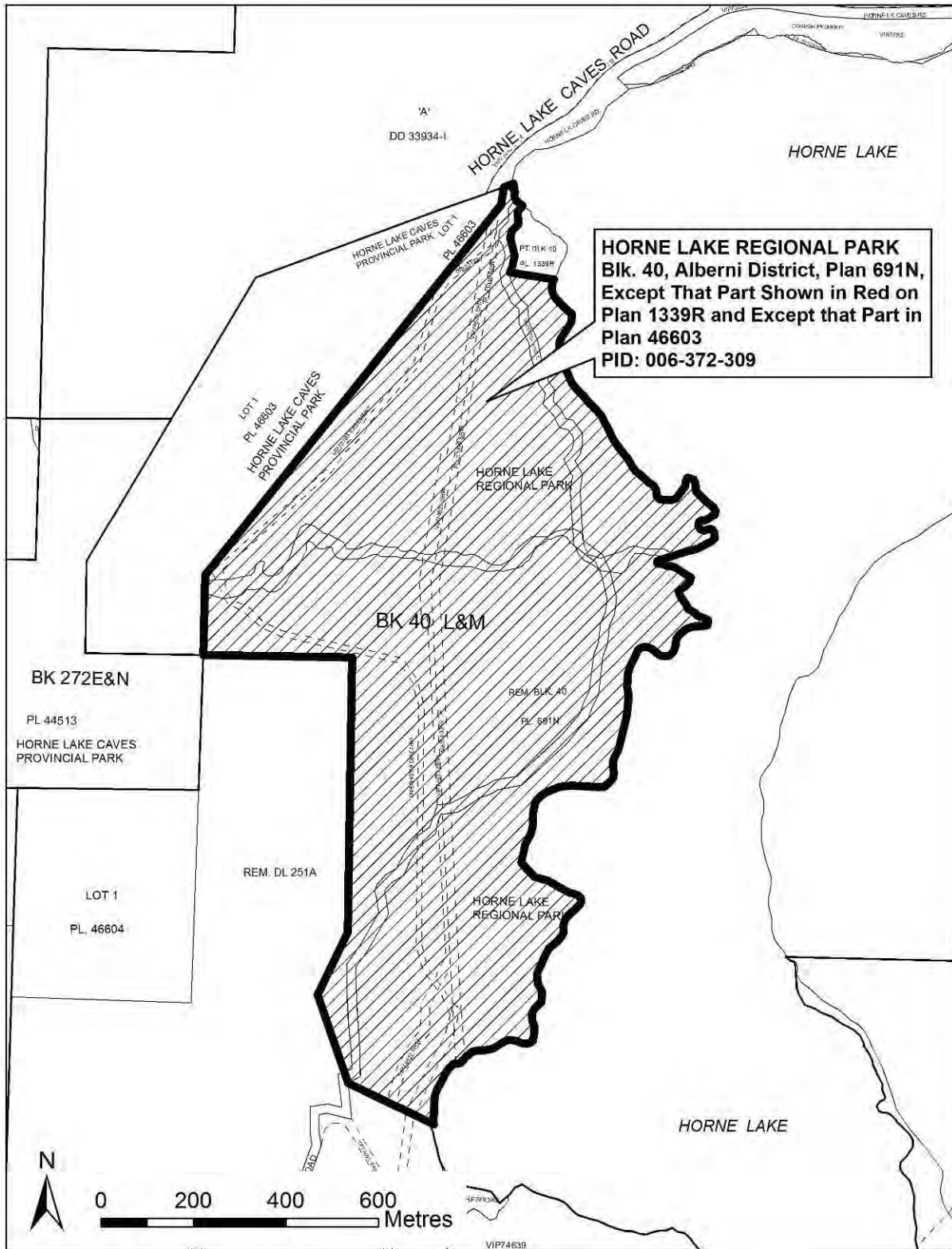
4. Descanso Bay Regional Park



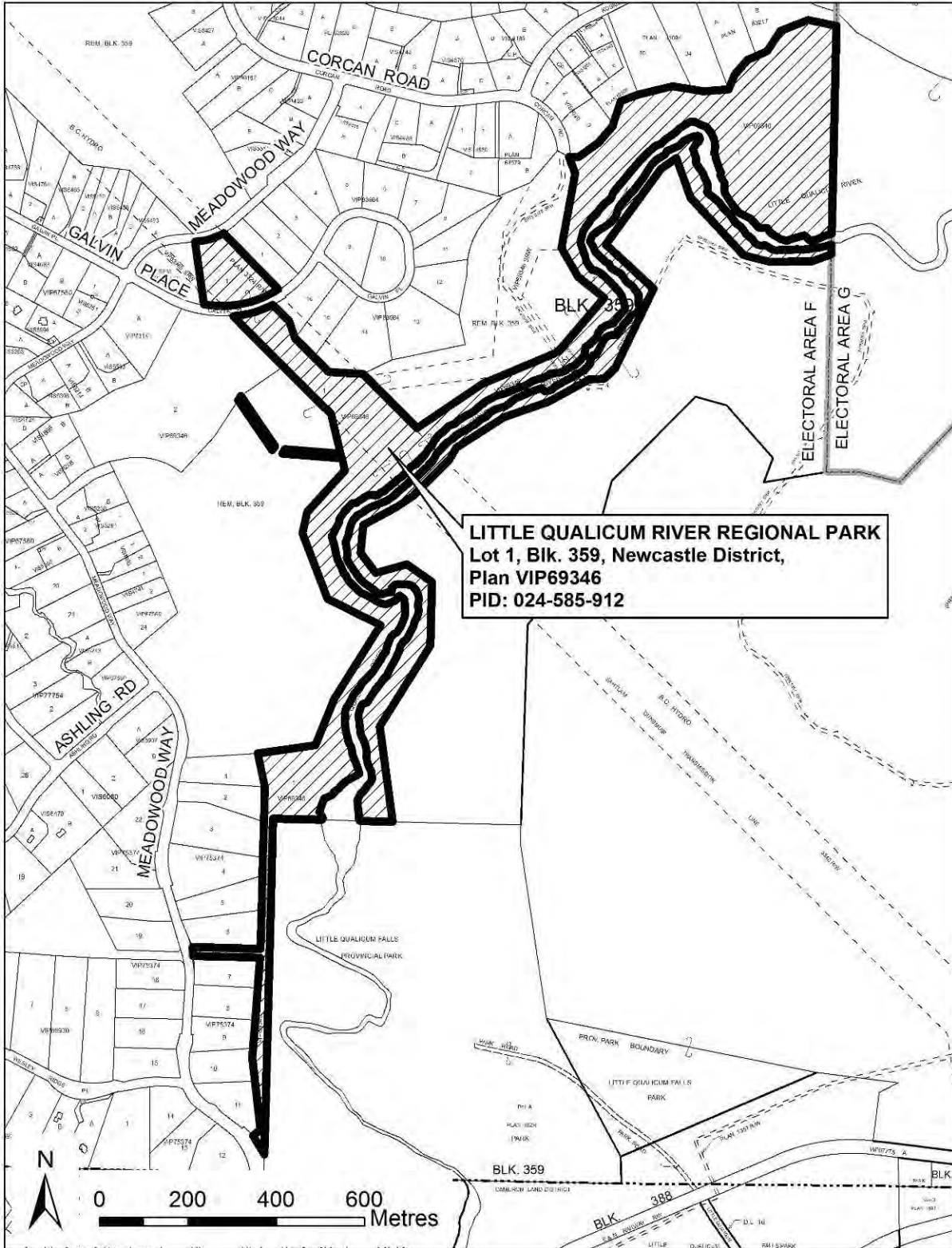
5. Englishman River Regional Park



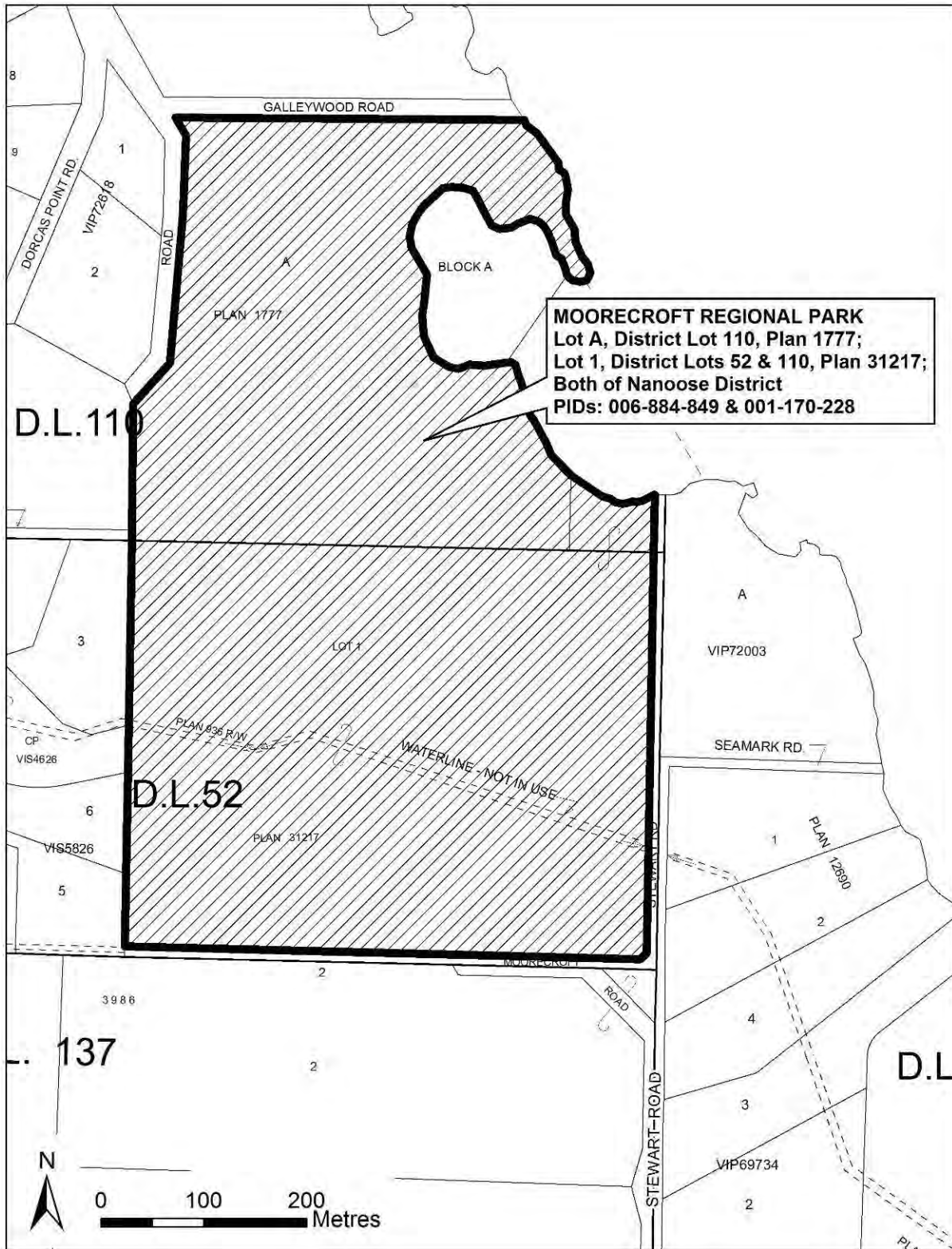
6. Horne Lake Regional Park



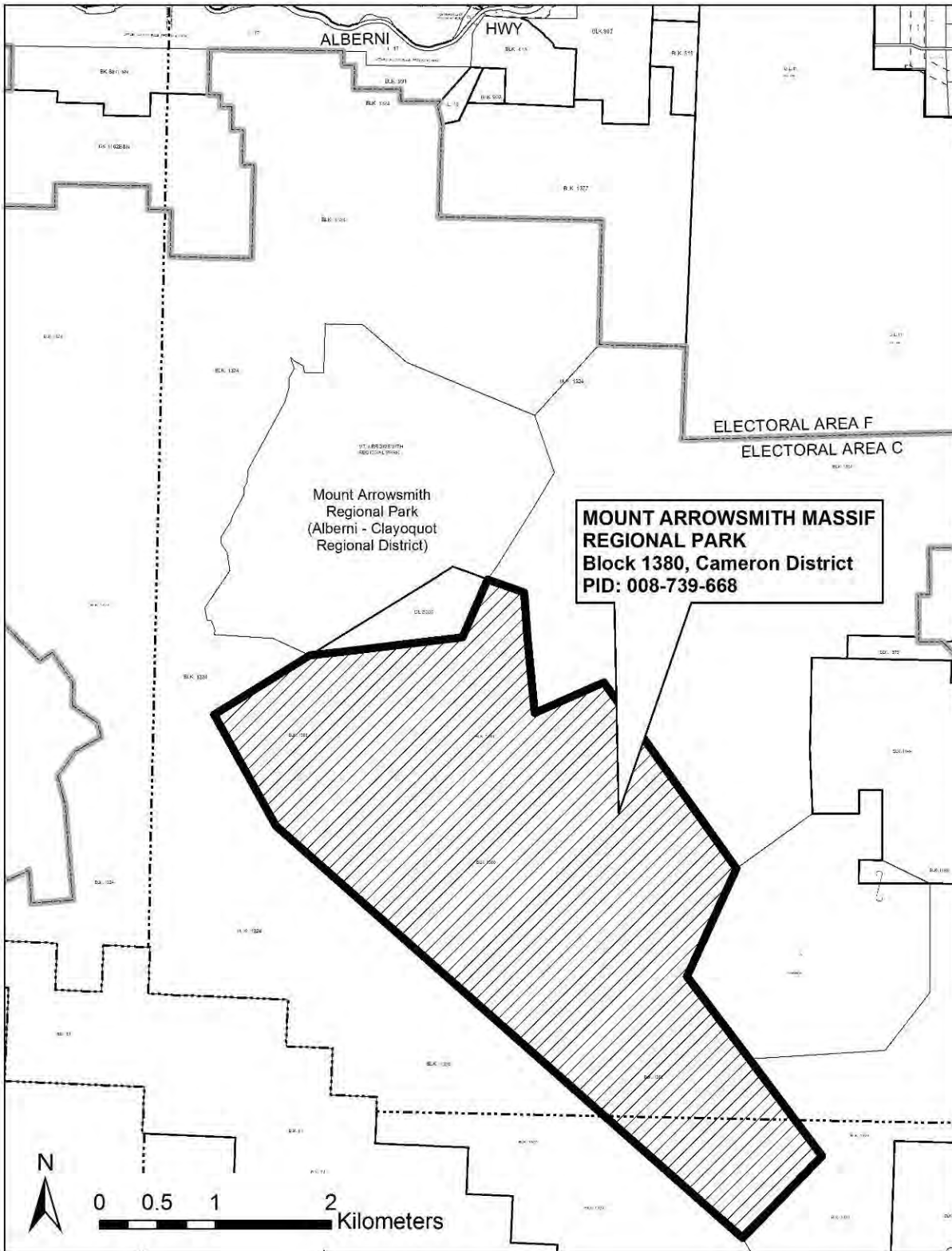
8. Little Qualicum River Regional Park



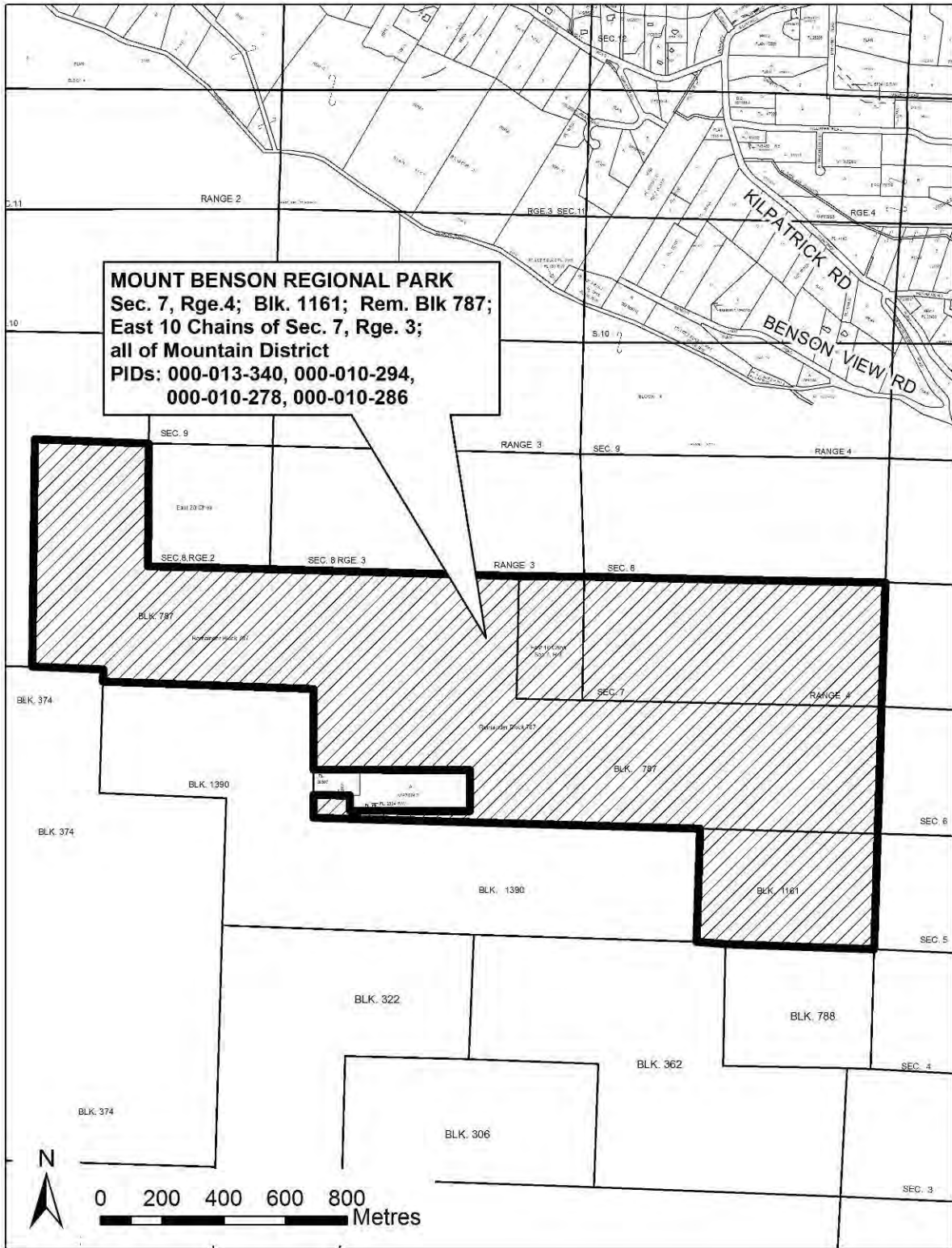
9. Moorecroft Regional Park



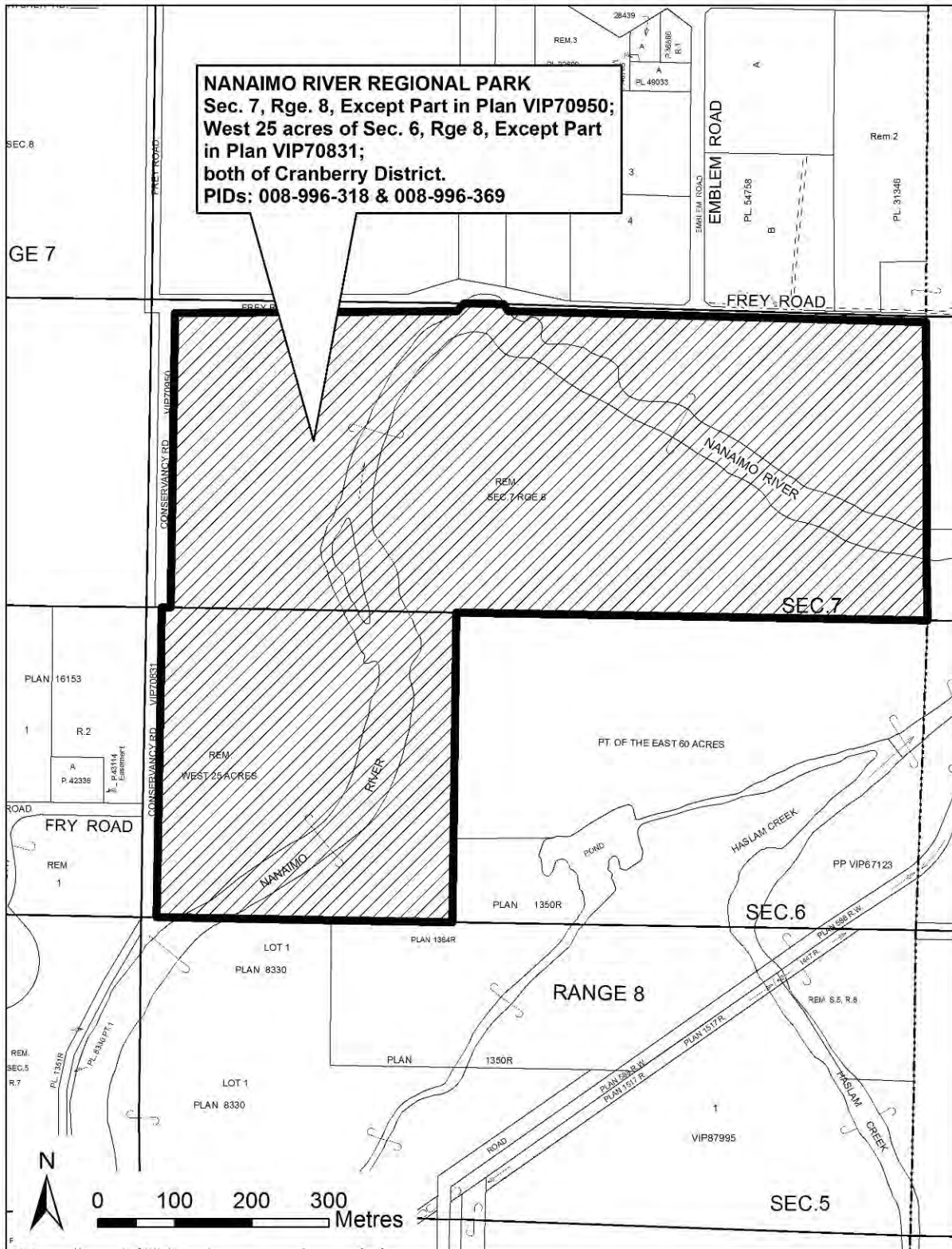
10. Mount Arrowsmith Massif Regional Park



11. Mount Benson Regional Park



12. Nanaimo River Regional Park





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STAFF REPORT

TO: Wendy Marshall
Manager of Parks Services

DATE: May 29, 2015

FROM: Kelsey Cramer
Parks Planner

MEETING: RPTSC – June 16, 2015

FILE:

SUBJECT: Mount Benson Regional Park Management Plan: Five Year Review

RECOMMENDATION

That the Five Year Review for the Mount Benson Regional Park (MBRP) Management Plan be received and that any revisions to the Management Plan policies and significant actions be approved.

PURPOSE

To inform the Regional Board of the Five Year MBRP Management Plan Review and to seek approval for refinements to the Management Plan policies and actions.

BACKGROUND

Mount Benson Regional Park officially opened in July 2008, following several years of negotiations and fundraising to secure the land and formalize the 50% Contribution Agreement between the RDN and the Nanaimo and Area Land Trust Society (NALT). Property acquisition costs were funded jointly by the RDN, NALT and the Mt Benson Legacy Group, who were originally named the *Coalition to Save Mt Benson* (legally represented by NALT) and who undertook the early negotiations with the landowner and spearheaded the fundraising campaign.

The Park is owned by the RDN and ongoing management is conducted in partnership with NALT, as prescribed in the Contribution Agreement. The 2010-2020 Management Plan was commissioned in 2009 and was approved by the Board in January 2010. Within the plan, there are 25 management policies and 24 actions items that were identified through the public process and plan development. The plan also identifies Natural Environment and Conservation Zones that represent the types and locations of development and activities that can occur in the park.

The Management Plan will be an evolving document, guiding the operations, development and stewardship of MBRP. As indicated in the plan, it is to be reviewed, added to or amended after five years by a management steering committee (RDN and NALT staff) and formally updated, with public consultation, at ten year intervals.

Note: The use of capitalized words within this report indicates those words that have been defined in the Management Plan or Draft Covenant document, which will be presented to the Board in the fall of 2015.

In February 2015, RDN Parks and NALT met to undertake the first Five Year Review of the Management Plan. This Review has four main objectives:

1. Assess the status of the various Management Plan actions and indicate all accomplishments over the past five years.
2. Review significant priority actions planned to occur over the next five years within the Natural Environment Zone.
3. Refine any Management Plan policies in order to clarify Park management and seek Regional Board approval for the Management Plan amendment.
4. Produce an updated Park map showing the 2015 Natural Environment and Conservation Zone footprint areas and all major Improvements that have occurred (as per objective 1) and, as applicable, all planned significant 5-year Improvements (as per objective 2).

Five Year Review Outcomes:

A full summary of the Five Year Review outcomes is attached (Appendix 1). Below, major accomplishments of the last five years and upcoming priority actions are identified. Recommended refinements to management policies are noted.

Objective 1 - Major accomplishments over the last five years include:

- *Action 3.1 – Silviculture plan:* Logging sites and the roadside were replanted and there has been substantial regeneration of natural vegetation since acquisition.
- *Action 4.1 – Hazard tree strategy:* RDN and NALT continually monitor for hazard trees. Public reporting occurs via the park warden program and RDN contact information posted on the kiosk.
- *Action 6.1 – Trail access to the MBRP:* Through working with VIU, the City of Nanaimo, and the Province, access agreements were established in 2013 to create the Witchcraft Lake Regional Trail from the Witchcraft Lake parking area to the Regional Park boundary.
- *Action 6.3 – Parking lot near Witchcraft Lake trailhead:* In partnership with MOTI and the City of Nanaimo, angled road shoulder parking was developed and signage was installed in 2010.
- *Action 6.4 – Resolve trail routing over private property:* Funded by the RDN, the City of Nanaimo constructed the Witchcraft Lake floating boardwalk in 2010 to provide direct access across the lake so that Park visitors no longer walk around the north side of the lake (private property).
- *Action 10.3 – Erosion rehabilitation of former logging road:* The Road was repaired and the drainage system was upgraded in 2014. This is important for emergency access to the Park.
- *Action 14.2 – Visitor facilities at Witchcraft Lake trailhead:* Following installation of the parking area, a kiosk, bollard and additional signage were located at the trailhead in 2013.
- *Action 23.1 – Fire Management Plan:* The cost-sharing agreement with the Coastal Fire Centre is complete. Identifying opportunities for additional improvements will be on-going.

- Action 23.2 – *Install fire-prevention related information*: Signage indicating no campfires has been installed at all Park entrances and the contact number to report a forest fire is included.

Objective 2 – Priority actions for the upcoming five year work plan include:

- Action 2.4 – *Restore or enhance biodiversity*: This is a continual and ongoing priority. Work at Cougar Bluff has already occurred in this regard, and more work is proposed (see below). A wetland located in the northwest corner of the property has also been identified as an area that could be further examined for restoration or protection measures.
- Action 5.1 – *Mineral claim*: Confirm status of existing and/or additional mineral claim(s) in MBRP with provincial agency.
- Action 6.1 – *Regional Trail access to MBRP and connection to Benson Creek Falls Regional Park*: Work will be ongoing to formalize a Trail from Witchcraft Lake to Jameson Rd along an undeveloped road right-of-way. The existing Witchcraft Lake Regional Trail agreement is being amended to include the portions of Old Road that weave in and out of VIU woodlot and the northern Park boundary (application submitted, awaiting approval).
- Action 9.2 – *Cougar Bluff trail*: Interpretive signage and access control (e.g. ropes) will be considered to inform and guide people through the sensitive habitat and to ensure public safety.
- New Action 6.3.1 – *Parking expansion options*: With the increased popularity of the Witchcraft Lake Regional Trail and MBRP, review and assess the options for expanding parking facilities at this location. Residents along Benson View Rd have expressed concern that the current Witchcraft Lake parking lot is not adequate to hold the number of cars observed on peak days in the summer.
- New Action 24.1 – *Emergency Access*: The siting of one or more helipads within the Park is under consideration for improved access in case of emergency within the Park. Exact number and location(s) of helipads requires thorough planning and is currently at an early discussion stage.

Objective 3 – Recommended refinements to Management Plan policies include:

- Existing Policy 1: Park use zones will be established to effectively manage Mount Benson Regional Park for both conservation and recreation.

Refine Policy 1 by adding the following three clarifying points:

1.1 – *Mapping update*: Every five years, through management steering committee Review and 10-year Update of the Management Plan, a map showing the current layout of the Natural Environment and Conservation Zones and any significant additional Improvements planned over the next five years shall be produced.

1.2 – *Natural Environment Zone width*: An operational width for the Natural Environment Zone of 30 metres (15 metres either side of Trail or Road centre line) should provide adequate corridor width within which to carry out Improvements needed to support non-motorized recreational use and Park management.

1.3 – *Changes to zone footprints*: Any changes to zone footprints, specifically, the extent of the Natural Environment Zone, require approval through the Five Year Management Plan Review or Ten Year Management Plan Update process unless written approval from NALT is obtained.

- Existing Policy 7: Public road access to Mount Benson Regional Park will not be actively pursued by the RDN during the term of this management plan. However, the RDN may consider proposals from private interests for road, gondola or other forms of access into the Park, subject to rigorous and extensive assessment of: impacts on the environmental and visual integrity of the Park; socio-economic impacts in the surrounding area; and full business-case scenario planning.

Reword Policy 7 to clarify that any new Road or other non-trail access to or within the Park requires comprehensive analysis, as follows:

New Road, for public or operational access or Park management, to or within Mount Benson Regional Park will not be actively pursued by the RDN during the term of this Management Plan. Any proposals for new Road, gondola or other forms of non-trail access to or within the Park will be subject to rigorous, extensive and public assessment of: environmental and visual integrity of the Park; socio-economic impacts in the surrounding area; and full business-case scenario planning.

Objective 4 – Updated Management Planning Map:

An updated map is included in Appendix 2.

Covenant Establishment:

In addition to the Five Year Review process, the Management Plan specifies that a Conservation Covenant will be placed over the lands. The Covenant will respond to the goals and policies as presented in the plan, and subsequent Five Year Reviews. NALT, along with a second Land Trust organization, will be the covenant holder and will be responsible for monitoring and annual reporting.

RDN Parks has been working with NALT to formalize the Covenant, which is expected to be presented to the Regional Parks and Trails Select Committee this fall.

ALTERNATIVES

- To receive the MBRP Management Plan Five Year Review as information and to approve the refinements to the management policies as presented in this report.
- That alternative direction be provided.

FINANCIAL IMPLICATIONS

There was no cost to the Five Year Review of the Management Plan. A Ten Year Update of the plan will be more comprehensive, will involve public consultation, and may require consultant services depending on staff workloads at that time.

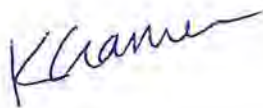
There will be some financial implications for the expansion of the Witchcraft Lake parking lot. The cost will be determined after the issue has been assessed and a solution identified. Other action items noted will be covered by the Regional Parks operational budget.

STRATEGIC PLAN IMPLICATIONS

Development of Mount Benson Regional Park is guided by its Management Plan. The Park provides outdoor recreation opportunities primarily for avid hikers and aligns with the strategic goal of ensuring a diversity of parks that meet recreational and conservation objectives. MBRP is an example of a free recreational amenity, advertised within the widely available Regional Parks & Trails Guide, where citizens and visitors can get out, get active, experience nature and take in the stunning scenery from the mountain peaks.

SUMMARY/CONCLUSIONS

Mount Benson Regional Park was acquired in partnership with NALT and officially opened in 2008. The 2010-2020 Management Plan was approved in January 2010 and guides future development, operations and management within the Park. According to process set out in the Management Plan, a Five Year Review of the plan occurred in February 2015 between NALT and RDN Parks staff. This report summarizes the many accomplishments of the first five years, outlines the top priorities moving into the next five years, and identifies clarifying refinements to two of the Management Plan policies (Policy 1 and 7). An overview of the Covenant establishment is also summarized.



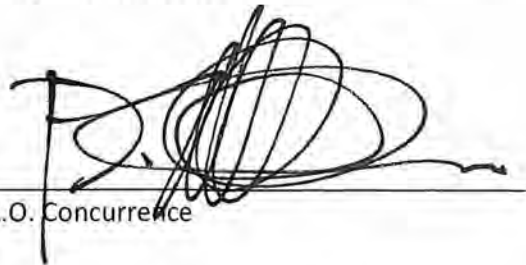
Report Writer



Manager Concurrence



G.M. Concurrence



C.A.O. Concurrence

Appendix 1:

Full Summary of the Five Year Review Outcomes

MANAGEMENT PLAN 5-YEAR REVIEW: Policy Review

PARK NAME: Mount Benson Regional Park

ORIGINAL DATE: December 2009

UPDATE DATE: February 2015

PARTNERS: NALT

TERM: 2010-2020

POLICY		COMMENTS
Policy 1:	Park use zones will be established to effectively manage Mount Benson Regional Park for both conservation and recreation.	Park use zones are reflected on internal management map and will be reviewed and updated at 5-year intervals (not a public map).
Policy 2:	The RDN and NALT will work with partners to inventory, monitor and restore the natural ecosystems and wildlife habitats found within Mount Benson Regional Park.	Inventory and monitoring is a role of the covenant holder.
Policy 3:	In general, forest management in the Park will be guided by the report "Mount Benson Regional Park – Review of Natural Values – Forestry", attached as Addendum 1 to this Plan.	
Policy 4:	Other than hazard tree management and fire protection as needed, no active management activities will be pursued in the existing forested areas.	
Policy 5:	The RDN will work to ensure no mineral claims are held on the Park property.	Follow up on Bruce Stone's claim and if others are on the property.
Policy 6:	The RDN will work with neighbouring landowners to formalize main access routes to the Park, for public use as well as for park maintenance and emergency access.	
Policy 7:	Public road access to Mount Benson Regional Park will not be actively pursued by the RDN during the term of this management plan. However, the RDN may consider proposals from private interests for road, gondola or other forms of access into the Park, subject to rigorous and extensive assessment of: impacts on the environmental and visual integrity of the Park; socio-economic impacts in the surrounding area; and full business-case scenario planning.	
Policy 8:	Management of the Park will support a non motorized multi-use trail network while protecting sensitive habitats and minimizing user conflicts.	
Policy 9:	Any future trail development and re-alignment will seek to avoid alteration or damage to any sensitive ecosystems, or to minimize such impacts where avoidance is not possible.	
Policy 10:	New trails and trail upgrades within the Park will be designed and constructed to standards appropriate to the type and level of use of each trail and that aim to ensure environmental protection and public safety. Nonetheless, trails will continue to be provided on a 'use at own risk' basis.	
Policy 11:	Pets must be under human control at all times in the Park.	
Policy 12:	The RDN and NALT will collaborate on developing a strategic sign system within the Park that includes informational, regulatory and directional signs at key locations along the trail network.	Several signs have gone in: emergency/fire; small maps; trail markers; directional; kiosk.

Policy 13:	The RDN and NALT will collaborate on communications about the Park on their respective websites and any written materials that are made available to the general public.	
Policy 14:	Mount Benson Regional Park will be equipped with simple day use facilities that are in keeping with its wilderness character and that can be readily maintained by RDN staff, contractors or volunteers.	Not necessary at this time.
Policy 15:	The only commercial (i.e., for profit) activities permitted in the Park will be commercial guiding and interpretive programs, and these will only be permitted subject to the provisions of a permit issued under the Park Use Regulation Bylaw. No commercial facilities (e.g., food or gift services, commercial signs, etc.) will be supported at this time.	
Policy 16:	The RDN and NALT will develop an interpretive program that provides information about the natural and/or historical features of the Park and aids public understanding of the Park goals and management policies.	
Policy 17:	The RDN and NALT will be willing to explore with VIU and other educational institutions and agencies ways to integrate program curricula with inventory, monitoring, restoration and general management of the Park.	
Policy 18:	The RDN and NALT will continue to work together, as well as seek assistance from other partners and the community, on the long-term stewardship of the Park.	
Policy 19:	The RDN and NALT will collaborate in finding funding and resources to establish a volunteer stewardship program for Mount Benson Regional Park that could act as the pilot for a system wide program.	
Policy 20:	The RDN and NALT will respect the archaeological and cultural heritage values of the Park and the Mountain, and continue to collaborate with First Nations on park acquisition and development proposals.	
Policy 21:	The RDN and NALT will seek innovative revenue-generating opportunities that are in keeping with and support the Park management goals.	
Policy 22:	The RDN will use measures identified in the RDN's Park Inspection Policy to implement risk management in the Park.	Need to revisit 'Inspection Policy'
Policy 23:	The RDN will work to reduce the risk of natural and human-caused fires at Mount Benson Regional Park as part of its Fire Control Cost Sharing Agreement with the Ministry of Forests and Range.	
Policy 24:	The RDN will coordinate emergency responses with local and provincial agencies.	Search & Rescue have been provided maps and park info. New Action to consider helipad location(s) for improved emergency access to/in park.
Policy 25:	The RDN will consider strategic acquisitions that enhance the recreational components, including access, and aesthetic qualities of Mount Benson Regional Park.	

MANAGEMENT PLAN 5-YEAR REVIEW: Action Review

PARK NAME: Mount Benson Regional Park

ORIGINAL DATE: December 2009

UPDATE DATE: February 2015

PARTNERS: NALT

TERM: 2010-2020

PARTICIPANTS: WM, CvO, GA, PC.

PROJECT CATEGORY	PROJECT / ACTION ITEM	PRIORITY STATUS		IMPLEMENTATION BY					COMMENTS
		ORIGINAL	CURRENT	IN-KIND	RDN PARKS	PARTNER	CONTRACTOR	CONSULTANT	
Environment	Action 2.1: Complete ground verification of SEI polygons and SEI equivalent sites; survey the remainder of the Park not covered in previous inventories for environmentally sensitive features.	2	2		X	X		X	Ongoing. NALT has identified some areas that can be added to the SEI map (page 16). Can collect with GPS.
Environment	Action 2.2: Establish and operationalize an environmental monitoring program; review after 5 years.	2	2			X			Role of covenant holder. Some informal monitoring done on regular basis.
Environment	Action 2.3: Establish a process for measuring and monitoring the impacts of human use on the Park's environment.	3	3 2			X			Role of covenant holder. Monitor through site visits and through communication and will report out annually.
Environment	Action 2.4: Continue to identify projects and pursue funding opportunities to restore and/or enhance the biodiversity and sensitive ecosystems of the Park.	1	1		X	X			Ongoing and continue.
Operations	Action 3.1: Based on the report in Addendum 1, complete and implement a more detailed silviculture plan/prescription for the logged portions of the Park, with assistance from a Registered Professional Forester as needed (refer to Management Plan for more details).	1	complete			X			Sites were replanted and roadside planted. When maintaining road consider roadside plantings. Lots of natural regen.

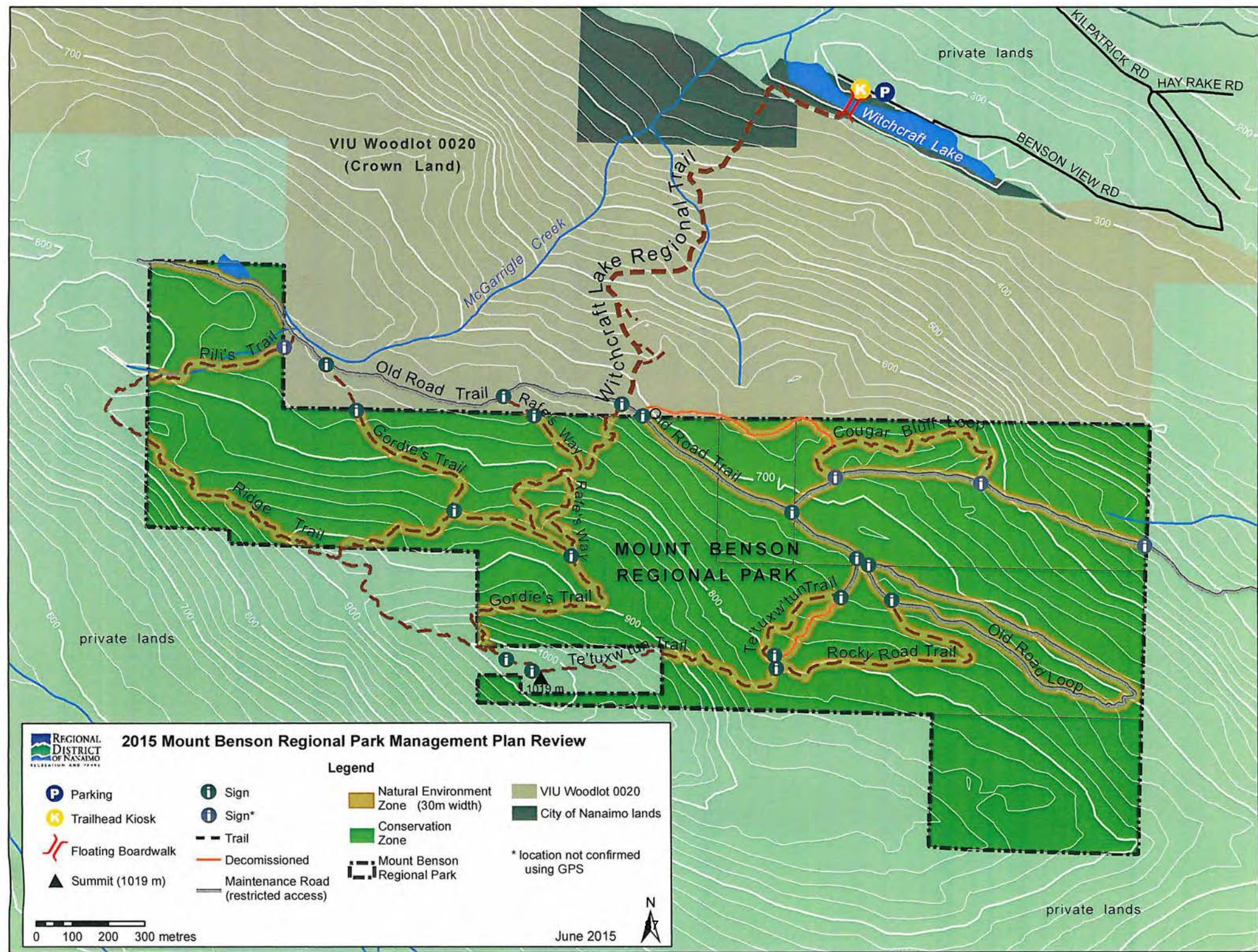
PROJECT CATEGORY	PROJECT / ACTION ITEM	PRIORITY STATUS		IMPLEMENTATION BY					COMMENTS
		ORIGINAL	CURRENT	IN-KIND	RDN PARKS	PARTNER	CONTRACTOR	CONSULTANT	
Maintenance	Action 4.1: Identify a strategy, including roles and responsibilities, for monitoring and addressing tree hazards along the Park's trail system; include a method for allowing trail users to report downed trees, hazards, etc.	2	complete	X	X	X			Strategy includes public reporting of tree hazards (e.g. Park Warden and via contact # on kiosk sign) and RDN and NALT visits.
Operations	Action 5.1: Negotiate with the current mineral claim holder to remove the existing mineral claim in Mount Benson Regional Park.	1	1		X				Check with Provincial Agency to see what status is - have any others been added?
Access/ Circulation	Action 6.1: Work with VIU and the Province to establish formal trail accesses to the Park from Witchcraft Lake and from Jameson Road.	1	witchcraft complete/ jameson on-going	X	X				Mnt. Bike Assoc. looking at Jameson connection. Witchcraft Lake Regional Trail agreement is being amended to include the portions of Old Road that weave in and out of VIU woodlot/north park boundary.
Agreements	Action 6.2: Complete an agreement with Island Timberlands and the City of Nanaimo to establish long term trail access from Westwood Lake.	1	4 3		X				On hold. Pending discussion with I.T. to move forward on this.
Access/ Circulation	Action 6.3: Work with the City of Nanaimo and the Ministry and in consultation with local residents and the public on an appropriate location or locations for parking near the Witchcraft Lake trailhead. In partnership with the City, design and construct parking areas.	1	complete		X		X		Angle parking and signage installed in ROW. New Action to look at parking lot expansion.
Access/ Circulation	Action 6.4: Work with the City of Nanaimo and neighbouring private land owners near Witchcraft Lake to resolve the existing trail routing over private property.	1	complete		X				City of Nanaimo built floating boardwalk.

PROJECT CATEGORY	PROJECT / ACTION ITEM	PRIORITY STATUS		IMPLEMENTATION BY					COMMENTS
		ORIGINAL	CURRENT	IN-KIND	RDN PARKS	PARTNER	CONTRACTOR	CONSULTANT	
Access/ Circulation	Action 9.1: Identify trail sections near environmentally sensitive areas and take appropriate actions as needed – such as re aligning trails, reinforcing trail surfaces, improving drainage, constructing barriers, and installing signs.	1	1		X	X			Ongoing.
Access/ Circulation	Action 9.2: Assess, re-route and reinforce (as needed) the trail to Cougar Bluff, to ensure public safety and to minimize disturbance to the Bluff's sensitive vegetation.	1	1	(X)	X	X			Consider interpretive signage to keep people on trail or ropes to guide through. Put on kiosk. Will look at this.
Access/ Circulation	Action 10.1: Develop a detailed trail plan that identifies the different types of trails – including: walking/hiking (only); mountain biking/hiking; mt biking/horseback riding/hiking trails; and trails that will be required to support vehicle access for maintenance and emergency purposes (former logging roads).	2	2		X	X			May need to post signs in the future limiting use on some trails. Keep an eye for bike use.
Maintenance	Action 10.2: Develop and prioritize a complete list of trail improvements.	2	2		X	X			On-going. Should be done annually. New trail markers may be needed & updating signs.
Environment	Action 10.3: Determine the need for rehabilitating the drainage and erosion issues associated with the former logging road and commission a rehabilitation project that meets those objectives.	1	complete		X		X		Road and drainage were repaired and upgraded. Important for emergency access.
Amenity	Action 14.1: Prioritize and construct simple use facilities at Rest Areas and Viewpoints indicated on Figure 7 of this Plan.	3	3	(X)	X	X	(X)		No current plans to install benches or other facilities. Assess need for garbage can at trail head.

PROJECT CATEGORY	PROJECT / ACTION ITEM	PRIORITY STATUS		IMPLEMENTATION BY					COMMENTS
		ORIGINAL	CURRENT	IN-KIND	RDN PARKS	PARTNER	CONTRACTOR	CONSULTANT	
Amenity	Action 14.2: Design and construct appropriate visitor facilities at the Witchcraft Lake trailhead once access and parking issues are resolved.	2	complete		X				Parking, kiosk, bollard & signage installed.
Education	Action 16.1: Develop and build a pilot self-guided tour on a portion of the trail network; monitor its use and effectiveness in conveying information.	3	3		X	X		X	Cougar point ropes. Other signs for sensitive habitat.
Operations	Action 23.1: As part of the RDN's Fire Control Cost Sharing Agreement prepare and implement a fire management plan for the Park that includes fire smart planning, education and awareness opportunities and identifies hazard reduction priorities and actions	1	complete		X				Cost-sharing agreement with Coastal Fire Centre Complete. Continuing to look at improvements (e.g. helipad)
Education	Action 23.2: Include information and interpretation on the destructive aspects of campfires and discarded cigarettes and contacts for reporting campfires or wildfires as part of the signage strategy.	1	complete		X				Signage installed at all entrances to park.
Acquisition	Action 25.1: Continue discussions and negotiations with neighbouring property owners for acquiring key additions to the Park that would secure trail use and recreational features and/or protect significant habitats and environmental features.	1	1 2			X			Ongoing.
Acquisition	Action 25.2: Apply to Province of BC for a Nominal Rent Tenure under the Community and Institutional Land Use program for the west summit Crown Parcel.	1	1 3		X				

PROJECT CATEGORY	PROJECT / ACTION ITEM	PRIORITY STATUS		IMPLEMENTATION BY				COMMENTS
		ORIGINAL	CURRENT	IN-KIND	RDN PARKS	PARTNER	CONTRACTOR	
Acquisition	Action 25.3: Approach the current owner of the east summit property to secure an agreement for first right of refusal on the sale of the property.	1	4 3		X			

Appendix 2: Updated Park Mapping



2015 Mount Benson Regional Park Management Plan Review

- | | | | |
|--------------------|----------------|--------------------------------------|------------------------------------|
| Parking | Sign | Natural Environment Zone (30m width) | VIU Woodlot 0020 |
| Trailhead Kiosk | Sign* | Conservation Zone | City of Nanaimo lands |
| Floating Boardwalk | Trail | Mount Benson Regional Park | * location not confirmed using GPS |
| Summit (1019 m) | Decommissioned | Maintenance Road (restricted access) | |

0 100 200 300 metres

June 2015





RDN REPORT	
CAO APPROVAL	
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JUN 02 2015	
RHD	
BOARD	

STAFF REPORT

TO: Wendy Marshall
Manager of Parks Services

DATE: June 1, 2015

FROM: Kelsey Cramer
Parks Planner

MEETING: RPTSC – June 16, 2015

FILE:

SUBJECT: RDN Rail Trail – Project Costing and Phasing

RECOMMENDATIONS

1. That the Regional District proceed to tender for the E&N Rail Trail Project for the Coombs to Church Rd section, with a tender upgrade option for the construction of the Church Rd to Springwood Park trailhead section, should sufficient Community Works Funds and Regional Parks Capital Funds be available.
2. That construction of the section of E&N Rail Trail from Springwood Park to Lowry’s Rd, along the Victoria Line, be completed in a later phase once additional funding is secured.

PURPOSE

To present the current costing and phasing options for construction of the RDN Rail Trail and to seek direction from the Regional Board on the preferred option for the construction of the first phase of the project.

BACKGROUND

In 2011, the RDN secured a License of Occupation with the Island Corridor Foundation, owner of the rail corridor, to construct and maintain Rail Trail within the corridor. Prior to this, work on the development of multi-jurisdictional Design Guidelines and an RDN-wide Feasibility Study occurred in 2009.

In 2014 the RDN received \$2.6 million for the E&N Rail Trail project from Federal Gas Tax funding through the Regional Significant Project Funds. The same year the engineering design contract for the first piece of RDN Rail Trail began. The first section of Rail Trail within the RDN is a 10.9 km piece that will link the City of Parksville with French Creek (along the Victoria rail line) and with Coombs (along the Alberni rail line). The 3 metre wide trail with .5 metre shoulders will be constructed using 3/8” minus gravel crush surfacing or similar.

Overall design work for the project is currently at 75% complete and preliminary cost estimates are indicating that the \$2.6 million will be insufficient to construct the full 10.9 km length. Design engineers (Koers & Associates Engineering Ltd.) have provided an initial breakdown of the costs associated with

different portions of the trail in order to help staff determine phasing options and anticipated costs of the various options under consideration (Appendix 1). The design work for the full 10.9 km trail route will be completed and ready to tender as soon as additional funds can be sourced.

Summary of the Options

In general, the two main options under consideration are the completion of the Alberni leg first (Coombs to Parksville) or completion of the Victoria leg first (Parksville to French Creek). An overview of advantages and disadvantages of the two legs is summarized below.

	<i>Alberni Line – Coombs to Parksville</i>	<i>Victoria Line – Parksville to French Creek</i>
Advantages	<ul style="list-style-type: none"> • Achieves access between Parksville and the popular Coombs Market. • Winter working conditions better than Victoria Line. • Stat. right-of-way that has been established at wye will be utilized. • Creates trail in Parksville, Area G and Area F. • Can be constructed in two sub-phases, with first sub-phase accomplishing Coombs to Church Rd (\$2,035,367), terminating just downhill from the busy Alberni Hwy/Church Rd hub. <p>The second sub-phase (Church Rd to Springwood Park, \$1,502,355) could be constructed if Regional Capital and/or Area F and G Community Works Funds are reallocated.</p>	<ul style="list-style-type: none"> • Cost is likely achievable within existing budget (\$2,090, 335) • Completes the Victoria leg in full (Springwood Park to Lowry's Rd).
Disadvantages	<ul style="list-style-type: none"> • Total estimated cost (approx. \$3.5M) is above the current available Gas Tax funds. • Trailhead and parking facilities should be provided at Church Rd if this leg is to be constructed in two sub-phases. <p>Staff are currently exploring feasibility of parking lot/trailhead development on Crown land adjacent to Church Rd.</p>	<ul style="list-style-type: none"> • Requires Agricultural Land Commission (ALC) approval (in progress). • Lowry's Road is lower priority termination point than Coombs. • Stat. right-of-way that has been established at wye will not be utilized in short-term. • Winter construction likely difficult due to poor drainage conditions. Build time may be limited to fall due to other restrictions (e.g. bird nesting window). • Creates trail in Parksville and Area G only.

Additional Considerations

The City of Parksville currently has plans to develop a water main project within the E&N railway corridor from the Englishman River, near the north end of the Englishman River Regional Park, to their wells at Springwood Park. A key component to this project is the plan to develop Rail Trail atop the water main. RDN Park staff have met with City staff to gain a better understanding of this project. The trail will run just over 5 km in length, and will connect directly to the RDN’s proposed Rail Trail behind Springwood Park. Once in place, recreational users will be able to travel on trail from Rath Trevor Beach and the resort area to Coombs or French Creek via the RDN’s existing Top Bridge Regional Trail and then the inter-jurisdictional Rail Trail. Parksville’s timeline for project completion is the summer of 2018.

Of note is the current design work underway in the City of Nanaimo to expand their Rail Trail within the downtown core. Due to multiple road/rail intersections and the need to provide safe trail alignments in this urban context, the City of Nanaimo is faced with much higher costs to trail development than the RDN is currently considering. The preliminary cost estimates to complete the 2 km length of trail from Franklyn St to Seventh St is in the order of \$5.0M to \$10.8M, depending on the alignment chosen. Approximately half of this cost is associated with the infrastructure required at road/rail/trail intersections.

Recommended Phasing

Based on the information and map in Appendix 1, and the above summary, Parks Staff recommend the following approach to phased construction of the RDN Rail Trail project:

Recommended Phase 1: Coombs to Church Road (1a) and Church Rd to Springwood Trailhead (1b) <i>(Options 3 and 5 in Appendix 1)</i>		
Map Segment	Length (m)	*Preliminary Cost Estimate
A to B (Option 3)	4,620	\$2,035,367
B to F (Option 5)	2,680	\$1,502,355 Consider as tender upgrade to Option 3 above if bids are reasonable and more funding is secured.

Recommended Phase 2: Springwood Trailhead to Lowry's Road <i>(Option 4 in Appendix 1)</i>		
Map Segment	Length (m)	*Preliminary Cost Estimate
E to F & E to G (Option 4)	3,760	\$2,090,335

General Notes:

1. * Preliminary cost estimates are conservative and include a 25% contingency.
2. If additional funds to construct the full trail from Coombs to Springwood Park are not available at this time, construction of the proposed sub-phase 1b (Church Rd to Springwood Park) could be delayed and coordinated with the City’s timeline for their water main and trail project.

ALTERNATIVES

1. That the Regional District proceed to tender for the E&N Rail Trail Project for the Coombs to Church Rd section, with a tender upgrade option for the construction of the Church Rd to Springwood Park trailhead section, should sufficient Community Works Funds and Regional Parks Capital Funds be available.
2. That the Regional District proceed to tender for the E&N Rail Trail Project for the Springwood Park to Lowry's Road section upon final approval of the project from the Agricultural Land Commission.
3. That alternative direction be provided.

FINANCIAL IMPLICATIONS

A total of \$2.6 million in Federal Gas Tax Funding was awarded to the RDN for the design and construction of approximately 10.9 km of Rail Trail (linking Coombs with Parksville and French Creek). Preliminary Class D cost estimates are indicating that the construction costs for the overall 10.9 km length will be approximately \$5.4 million (including a 25% contingency). This equates to approximately \$3.5 million to accomplish the segment from Coombs to Springwood Park and approximately \$2 million to accomplish the segment from Springwood Park to Lowry's Rd (French Creek).

Currently, there is approximately \$2.4 million of the \$2.6 million remaining. It is expected that the trail between Parksville and French Creek could be constructed with no need to seek additional funds. However, the advantages of constructing the portion between Coombs and Parksville are greater and it is recommended that this be the first phase of construction.

To accomplish the full leg from Coombs to Springwood Park would require a conservative additional \$1.5 million in funding. This assumes approximately \$400,000 of the original Gas Tax funding is retained as a buffer for additional unforeseen costs at this time. Presumably, less than \$1.5 million in extra funding would actually be required.

The additional funding required could be drawn from a combination of Regional Capital Funds and Community Works Funds for Electoral Areas F and G. At present there is \$954,000 in uncommitted Community Works Funds for Electoral Area F and \$1.198 million for Area G. The total length of trail from Church Rd to Springwood Park Trailhead is 2,680m. Of this, 915m or 34% is within Area F (between Church Rd and Fairdowne Rd), 1,605m or 60% is within Area G (between Fairdowne Rd and Springwood Park), and the remaining 160m or 6% of trail length is within the City of Parksville's Springwood Park.

If there is no support to allocate additional funds at this time, the recommended priority would be to construct the trail between Coombs and Church Rd (Area F) (estimated cost \$2 million), with the need to provide parking and trailhead facilities on Crown land adjacent to Church Rd, for an estimated additional cost of \$50,000 to \$75,000 (survey, design and construction). Staff would need to obtain approval from the Province and would need to administer permit requirements with the Ministry of Transportation and Infrastructure for access off Church Rd to the parking area. The intent would be to complete the remaining portion (Church Rd to Springwood Park) as soon as possible within the next 5-years, once the additional funds are obtained.

STRATEGIC PLAN IMPLICATIONS

Regional Collaboration is one of the Board’s four main Strategic Priorities. The RDN Rail Trail is undoubtedly of regional interest and will be a contribution towards the broader regional and inter-regional vision for trail from Victoria to Courtenay and Port Alberni. Collaboration on the RDN’s first phase of trail has come in the form of working closely with the City of Parksville to establish a main trailhead within the City’s Springwood Park, as well as through correspondence with Lantzville, Nanaimo and the Cowichan Valley Regional District to learn from their experiences constructing similar trails.

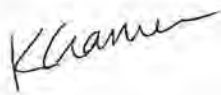
When constructed, the trail will offer an alternate means of transportation for residents and tourists to move between the City of Parksville and two RDN Electoral Areas (F and G). This has the triple benefit of contributing to reduced green-house gas emissions, encouraging active recreation through walking and cycling and physically linking three communities and tourism destination points. The trail will be a free and accessible amenity for local and visiting users.

SUMMARY/CONCLUSIONS

Based on preliminary cost estimates for the RDN’s first section of Rail Trail between Coombs, Parksville and French Creek, the awarded \$2.6 million in Gas Tax funding is not sufficient to construct the full 10.9 km trail route in one construction phase, which is estimated at approximately \$5.4 million. Design work for the full route will, however, be completed and construction will need to occur in phases when additional funds are secured.

In the short-term, the recommended first phase of construction is between Coombs and Parksville’s Springwood Park, for a total cost of approximately \$3.5 million. Additional funds to complete this phase could be reallocated from Regional Capital Funds and from the Area F and G Community Works Funds.

The completion of the section from Parksville’s Springwood Park to Lowry’s Rd in French Creek would occur at a later date, when further funds (approximately \$2 million) are obtained.



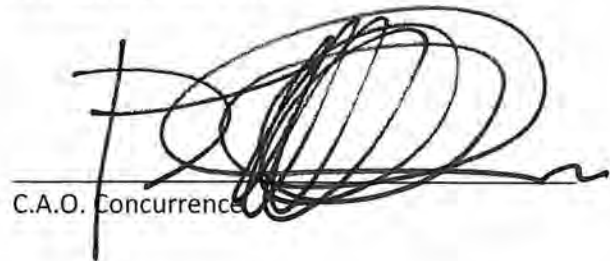
Report Writer



Manager Concurrence






G.M. Concurrence



C.A.O. Concurrence

Appendix 1:
**Construction Phasing Map and
Detailed Spreadsheet**


Option 1 Coombs to Springwood Trailhead
Springwood Trailhead to Lowry's Road

A E 
E F 
E G 

Option 2 Coombs to Springwood Park Trailhead

A E 
E F 

Option 3 Coombs to Church Road

A B 


Option 4 Springwood Trailhead to Lowry's Road (Victoria Line)

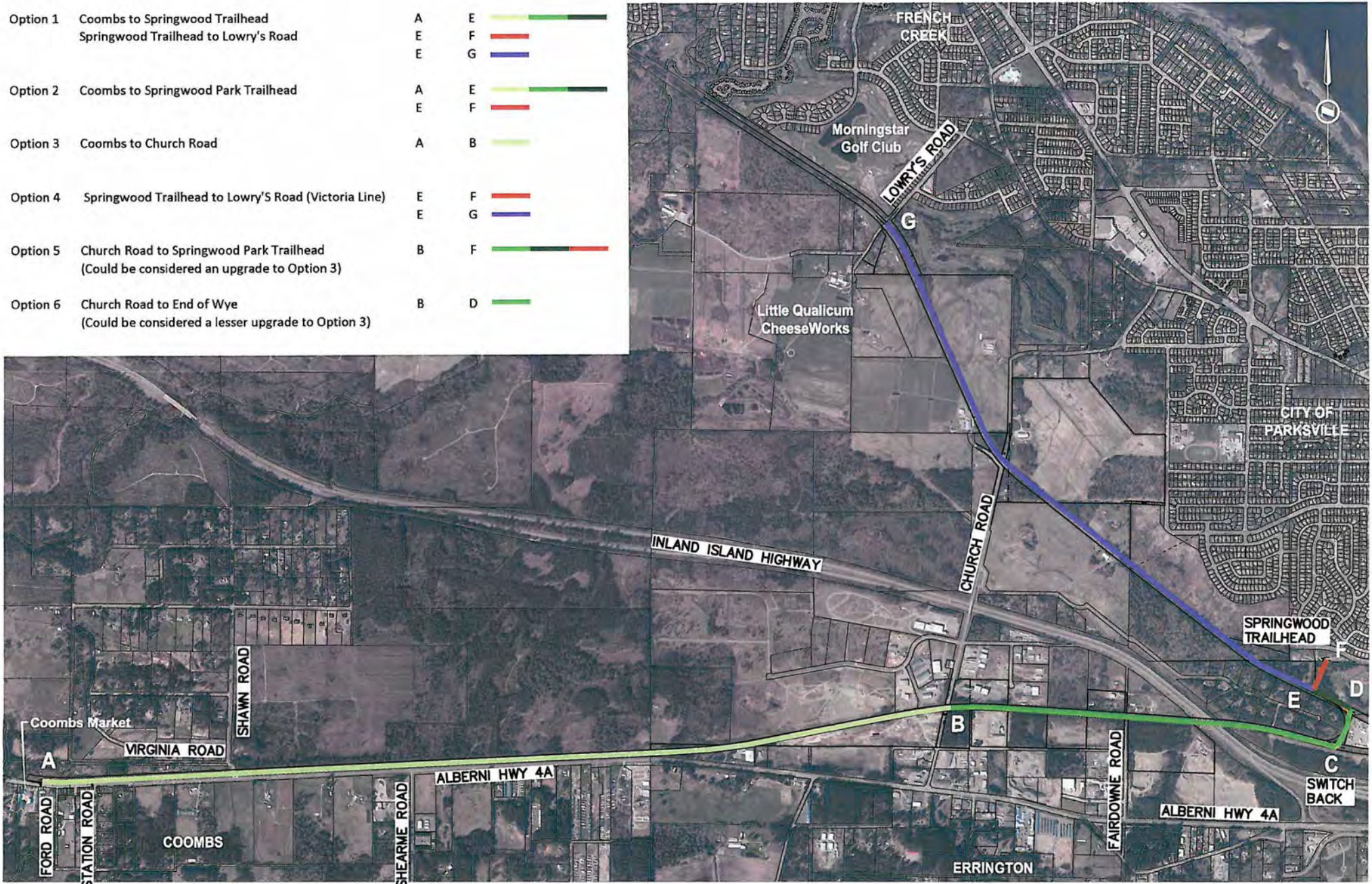
E F 
E G 

Option 5 Church Road to Springwood Park Trailhead
(Could be considered an upgrade to Option 3)

B F 

Option 6 Church Road to End of Wye
(Could be considered a lesser upgrade to Option 3)

B D 




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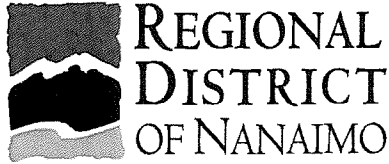
CLIENT	REGIONAL DISTRICT OF NANAIMO
PROJECT	E&N RAIL WITH TRAIL COOMBS to PARKVILLE to FRENCH CREEK

TITLE		ALBERTNI & VICTORIA LINE KEY PLAN	
APPROVED	SCALE	1:25,000 @ 8.5x11	
DATE	20MAY15	DWG No.	KEY PLAN
PROJECT No. 1424			

REGIONAL DISTRICT OF NANAIMO
E. & N TRAILWAY - CONSTRUCTION STAGING OPTIONS

Date: May 20, 2015

Locations	Starting Point	End Point	Length (m)	Approx. Cost			
Coombs to Church Road (Partial Alberni Line)	A	B	4,620	\$2,035,367			
Church Road to start of Wye (Partial Alberni Line)	B	C	2,040	\$898,733			
Start of Wye to End of Wye (Switchback)	C	D	260	\$268,385			
End of Switchback to Springwood Park	D	E	220	\$114,237			
Springwood Park to Lowry's Road (Victoria line)	E	G	3,600	\$1,869,335			
Springwood Park Trailhead (Within COP)	E	F	160	\$221,000			
			10,900	\$5,407,057			
					Advantages	Disadvantages	
Option 1	Coombs to Springwood Trailhead Springwood Trailhead to Lowry's Road	A E E	E F G	10,900	\$5,407,057	Project is completed, with full access to destination points Access to Springwood Parking Lot provided	Projected amounts exceed available Budget Drainage Conditions on Victoria Line make winter work difficult ALR Land access issues to address
Option 2	Coombs to Springwood Park Trailhead	A E	E F	7,300	\$3,537,722	Completes the connection to Springwood Park Trailhead Building through the switchback would justify fencing costs	Projected amounts exceed available Budget
Option 3	Coombs to Church Road	A	B	4,620	\$2,035,367	Potentially within budget Maintains access to popular tourist site at Coombs Market Potentially easier winter working conditions	Requires Trailhead location at Church Road
Option 4	Springwood Trailhead to Lowry's Road (Victoria Line)	E E	F G	3,760	\$2,090,335	Potentially within budget Completes leg on the Victoria Line Access to Springwood Parking Lot provided	Lowry's Road is less desirable termination Point. Switchback Fencing cost not covered in this area Drainage Conditions make winter work difficult
Option 5	Church Road to Springwood Park Trailhead (Could be considered an upgrade to Option 3)	B	F	2,680	\$1,502,355	Within Budget May be possible to tender as a possible upgrade to Option 3 Access to Springwood Parking Lot provided	Not as useful as a stand alone project. Consider adding if tender prices are reasonable, or more project funding can be secured.
Option 6	Church Road to End of Wye (Could be considered a lesser upgrade to Option 3)	B	D	2,300	\$1,167,118	Within Budget May be possible to tender as a possible upgrade to Option 3	Not very useful as a stand alone project No formal access to Springwood Park Consider adding if tender prices are reasonable, or more project funding can be secured.



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STAFF REPORT

TO: Wendy Marshall
 Manager of Parks Services

DATE: June 1, 2015

FROM: Lesya Fesiak
 Parks Planner

MEETING: RPTSC – June 16, 2015

FILE:

SUBJECT: Fairwinds Lakes District Regional Park Management Plan (2015-2025)

RECOMMENDATIONS

1. That the Regional Park Management Plan for the Fairwinds Lakes District be approved in Principal.
2. That the name “Qwiyluss Regional Park” be approved for the future Regional Park within the Fairwinds Lakes District.

PURPOSE

To review the Regional Park Management Plan for the Fairwinds Lakes District for approval and to consider the naming of the future Regional Park within the Fairwinds Lakes District.

BACKGROUND

The Regional Park Management Plan for the Fairwinds Lakes District (Appendix III) has been completed in accordance with the Terms of Reference set out in Schedule ‘Z’ of the Phased Development Agreement (formally adopted in July 2014). The document represents the first management plan for the future Regional Park. The Plan will be reviewed in five years (2020) and updated formally in ten-year intervals.

Plan Purpose

The main purpose of the management plan is twofold:

1. To provide a summary of the Phased Development Agreement (PDA) including all relevant documents incorporated within the PDA as it pertains to Regional Park dedication and development.
2. To provide an overview of anticipated management issues, costs and strategies as they pertain to the future Regional Park following amenity construction and land transfer.

Plan Organization

The plan is organized into the following five sections:

1. **Project Overview:** project background, purpose and process.
2. **Site Overview:** site description, site inventory and history.
3. **Park Development:** a summary of planning processes, reference documents, and obligations of the developer and the RDN as they pertain to parkland dedication and development.
4. **Park Management:** a summary of park management issues with discussion and recommendations based on ecological assessments, public, staff and stakeholder consultation.
5. **Summary of Recommendations:** a summary of all recommended actions and policies for park development and management (See Appendix I).

Plan Process

Preparation of the management plan was completed between September 2014 and June 2015 by a consultant team (Urban Systems) in collaboration with Park staff. The project involved research, data compilation, public and stakeholder consultation, draft development, Advisory Committee review and draft revision.

The Advisory Committee consisted of the following representatives: two members from the RDN Regional Parks and Trails Select Committee (RPTSC); two from the Fairwinds Development Corporation; one from the RDN Nanoose Bay Parks and Open Space Advisory Committee; and two from the Snaw-naw-as First Nation. The committee provided staff and consultants with direction throughout project development. Meetings were held in November 2014, February 2015 and April 2015 and draft plans were provided to the committee for review in February, April, May and June of 2015.

Public Consultation

The public consultation process for the plan involved two Open House events and two on-line surveys held in November 2014 and May 2015 respectively. RDN residents were informed of consultation dates and provided with regular management plan updates through newspaper notices, posters at Regional Parks and community centres, email and social media postings, and website notices on both the main RDN website and the project website (www.rdn.bc.ca/Fairwinds).

Feedback from the First Open House (approximately 30 attendees) and Public Survey (126 respondents) established the key management preferences for RDN residents, which included the following requests:

- Provide education on the nature and history of the park area
- Include programming that does not negatively affect the park's ecosystem
- Promote and plan for responsible dog management
- Limit cycling access
- Establish barriers to protect ecologically sensitive areas
- Allow low-impact recreation on Enos Lake

Feedback from the Second Open House (approximately 20 attendees) and Public Survey (21 respondents) confirmed overall approval of the draft plan—71% of survey respondents expressed moderate to strong support for the draft plan based on a 5-point rating scale. Additional comments were provided on the survey were also generally supportive. Opposition to the plan was based largely on issues of environmental protection and stewardship related to neighborhood development in general and not park management.

Park Vision

The following vision statement—derived from visioning exercises and public input during the planning process for the Lakes District Neighbourhood Plan (2011) and confirmed through the public consultation process for the Regional Park management plan—establishes the overall direction for planning, design and management of the future Regional Park:

This Regional Park protects the functional integrity of regionally significant ecosystems and prominent natural features that define the landscape character of the Nanoose Bay Peninsula. It is the “green heart” of the Nanoose Bay Peninsula with interconnected open spaces and corridors that provide links for wildlife and access to nature for humans. The park provides recreational opportunities that are enjoyed by Regional District residents and visitors. It is a place where the cultural heritage and spiritual values of the land to First Nations are recognized, celebrated and protected.

Park Naming

Suggested names for the future Regional Park were solicited from participants of the first Public Open House and Survey. A total of 35 names were received. The following top five nominations, in order of popularity, were made by multiple respondents: Nanoose Regional Park; Nanoose Bay Regional Park; Nanoose Peninsula Regional Park, Qwiyluss Regional Park; and Snaw-naw-as Regional Park.

The preferred name for the future park—based on consultation with Snaw-naw-as First Nation and the Advisory Committee—is **Qwiyluss Regional Park**. Qwiyluss (the Snaw-naw-as name for the Notch) is a hul’qumi’num term that means “the watch.” Before European settlement, the summit of Qwiyluss (the Notch) was a place for Snaw-naw-as to watch for approaching enemies. The land within the future Regional Park, especially Qwiyluss, has significant cultural meaning for the Snaw-naw-as community. It is a sacred area where traditional teachings and rituals continue to be practiced.

Associated Environmental Management and Monitoring Plans

The Enos Lake Protection & Monitoring Program (ELPMP) and The Garry Oak Meadows Management Plan (GOMMP), which provide directives on conservation management for two significant ecosystems within the future Regional Park, were to be completed in March 2015 by the Fairwinds owner (as per the PDA), and included in management plan as appendices. The final GOMMP report, completed in April 2015, is included in the management plan as Appendix F. The ELPMP (as of June 1, 2015) is undergoing final revisions (based on RDN and BC Ministry of Environment review) and will be added to the management plan as Appendix E upon completion. As a requirement of the PDA (Schedule Z), the ELPMP must be completed before the final park management plan can be approved.

ALTERNATIVES

1. That the Regional Park Management Plan for the Fairwinds Lakes District be approved in Principal and the name “Qwiyluss Regional Park” be approved for the future Regional Park within the Fairwinds Lakes District.
2. That the Regional Park Management Plan for the Fairwinds Lakes District be approved as presented and the name “Qwiyluss Regional Park” be approved for the future Regional Park within the Fairwinds Lakes District.

3. That alternative direction on the Regional Park Management Plan for the Fairwinds Lakes District and/or park naming be provided.

FINANCIAL IMPLICATIONS

Approximately 100ha of regional parkland, including over 16 km of trails, will be dedicated to the RDN in six development phases, over approximately 20 years. The developer is responsible for constructing all future park amenities and conducting environmental monitoring during development, as outlined in the PDA and associated documents.

Once the development and construction of the parkland amenities is complete, the land will be transferred to the RDN who will then assume the responsibility for long-term operations and maintenance of the Regional Park. The annual park maintenance cost—which is based on per hectare maintenance costs for all existing Regional Parks and includes items such as incidental repairs, vegetation management and contract services is estimated at \$4,500 to \$7,500 for each of the six main development phases (or \$27,000 to \$45,000 after full build-out). This would be funded through the Regional Parks operating budget. Estimated replacement and repair costs for all future park amenities are outlined in Table 4.1 of the Management Plan and attached to this report as Appendix II.

The PDA identifies two parcels of developable land—located on the summits of the Notch/Qwiyulass and the Lookout—as “Option to Purchase Lands.” The RDN has the option to purchase these lands from the developer for Regional Park use at the time of subdivision. A legal survey and appraisal will need to be completed at the first phase of subdivision to determine accurate boundaries, size and value for both “Option to Purchase” parcels, however, an estimated value of \$1 million for the Notch/Qwiyulass and \$100,000 for the Lookout has been provided by the developer for budgeting purposes. In order to ensure future public access, uniform management and ecological stewardship of the Notch and Lookout summits, the plan recommends that the RDN pursue acquisition of both parcels and commit the estimated \$1.1 million total within the Five Year Financial Plan for Regional Parks. It is important to note that in 2014 the option to purchase area for the Notch/Qwiyulass area was rezoned as Regional Park along with the other lands to be dedicated at subdivision.

STRATEGIC PLAN IMPLICATIONS

As a culmination of approximately seven years of consultation and collaboration—starting in 2008 with the planning process for the Lakes District Neighbourhood Plan—between Fairwinds, the RDN and numerous stakeholders (First Nations, the Province, community and stewardship groups, etc.), the Regional Park Management Plan exemplifies the Board’s strategic priority for Regional Collaboration. The plan highlights the importance of continued regional collaboration for the successful development and stewardship of the future Regional Park.

Approximately 100 ha of undeveloped land and wildlife habitat—including Enos Lake, Garry Oak meadows, wetlands and streams—will be protected through Regional Park dedication. The area will also benefit local and regional communities by providing opportunities for accessible, low-impact recreation such as hiking, cycling, non-motorized boating and swimming. Management of the future Regional Park will be guided by principles of Environmental Protection, Low-impact Recreation and Collaborative Stewardship, all of which reflect the Board’s strategic goals for recreation, parks and community development.

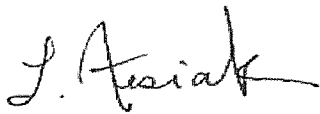
SUMMARY/CONCLUSIONS

The Regional Park Management Plan for the Fairwinds lakes District has been completed in accordance with the Terms of Reference set out in Phased Development Agreement (PDA). The Plan fulfills two main objectives: 1. To provide a summary of the PDA as it pertains to Regional Park dedication and development; and 2. To provide an overview of management issues, costs and strategies as they pertain to the future Regional Park following amenity construction and land transfer.

Two associated management plan, the Enos Lake Protection and Monitoring Program (ELPMP) and the Garry Oak Meadows Management Plan (GOMMP) were to be completed by the Fairwinds owner in March 2015 and included in the Regional Park Management Plan as appendices. The GOMMP was completed in April 2015 and is included as Appendix F; however, the ELPMP is currently undergoing revision and will be included as Appendix E upon completion. It is therefore recommended that the Regional Park Management Plan be approved in Principal, pending submission of the final ELPMP document by the Fairwinds owner.

Management Plan development was guided by public and stakeholder consultation and continuous review by a project Advisory Committee. The plan was largely supported by the regional community; opposition to the plan was based on issues of environmental protection related to neighbourhood development in general and not park management.

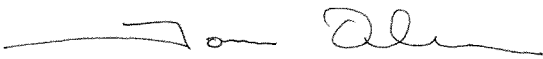
Suggested names for the future Regional Park were solicited from Open House and Survey participants. Out of a total of 35 suggestions, the following five names were the most popular: Nanoose Regional Park; Nanoose Bay Regional Park; Nanoose Peninsula Regional Park; Snaw-naw-as Regional Park, and Qwiyluss Regional Park. Following review and approval by Snaw-naw-as First Nation and the Advisory Committee, the recommended name for the future Regional Park is Qwiyluss Regional Park.



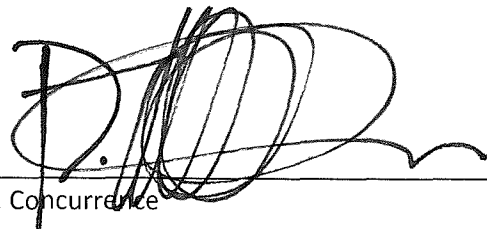
Report Writer



Manager Concurrence



G.M. Concurrence



C.A.O. Concurrence

Appendix I:
Summary of Recommendations

The following five tables summarize all recommended actions and policies for park development and management, discussed in Sections 3 and 4 of the of Regional Park Management Plan.

PARK DEVELOPMENT

Plan Section	Issue		Recommendation	Who	When
3.2	Amenity Implementation	a	Determine final park boundaries through survey work and staking.	Developer; RDN Parks; RDN Planning	Subdivision; Development
		b	Design and site all amenities in accordance with the Park Masterplan guidelines, the PDA and RDN Parks standards.	Developer; RDN Parks	Subdivision; Development
		c	Ensure that quantities, materials and designs are adequate and sustainable in terms of site and visitor requirements and long-term staff and budget constraints.	Developer; RDN Parks	Subdivision; Development
3.4.2	'Notch Summit' Dedication and Access	a	Continue stat right-of-way to ensure trail and service vehicle access to the 'Notch Summit' if completion of Sub-Phase 4C does not occur pursuant to the 20-year term of the PDA.	Developer; RDN Planning; RDN Parks	At PDA expiry (2034)
3.4.3	Option to Purchase Lands	a	Commit the estimated \$1.1 million total for both Option to Purchase Lands within the Five-year Financial Plan for Regional Parks.	RDN Parks	2015-2020
		b	Pursue acquisition of the Notch Option to Purchase Lands within five years of first subdivision registration, subject to Board approval.	RDN Parks	Within 5 years of Phase 1A subdivision
		c	Pursue acquisition of the Lookout Option to Purchase Lands within three years of Phase 1E subdivision, subject to Board approval.	RDN Parks	Within 3 years of Phase 1E subdivision
3.4.4	Parkland Dedication Amendment	a	Implement any parkland dedication amendments—including reduced park size and altered boundaries—in accordance with conservation objectives as per Lakes District Neighbourhood Plan, PDA, and all associated documents.	Developer; RDN Planning; RDN Parks; MOTI	Subdivision

PARK MANAGEMENT: INFRASTRUCTURE AND ENCUMBRANCES

Plan Section	Issue	Recommendation		Who	When
4.2.1	Joint Sanitary Sewer Right-of-Way and Trail	a	Coordinate service schedules and protocols for joint use of SRW as infrastructure and trail.	RDN Parks; RDN Wastewater Services	Phase 2A subdivision
4.2.2	Stormwater Mitigation	a	Coordinate maintenance and monitoring responsibilities for stormwater mitigation features between RDN Parks and RDN Water & Utility Services.	RDN Parks; RDN Water & Utility Services	Phase 1B subdivision
		b	Support Watershed Performance Indicator reviews every five years, as directed by the ISMP.	RDN Parks; RDN Water & Utility Services	Every 5 years after Phase 1B
4.2.3	Easement for Golf Course Irrigation	a	Manage general park operations and public use in and around Enos Lake in accordance with the terms of the water withdrawal license and the irrigation easement, both held by the Developer.	RDN Parks; Developer	Ongoing after Phase 2C
		b	Support water level monitoring in Enos Lake by the Developer, as per the Integrated Stormwater Management Plan.	RDN Parks; Developer; RDN Water & Utility Services	Ongoing after Phase 2C
4.2.4	Lake House Dock License	a	Manage general park operations and public use of the Lake House Dock on Enos Lake in accordance with the License for Commercial Dock (PDA Schedule O).	Developer; RDN Parks	Ongoing after Phase 2C

PARK MANAGEMENT: ECOLOGICAL PROTECTION

Plan Section	Issue	Recommendation		Who	When
4.3.1	General Conservation Management	a	Complete environmental assessments for each separate section or phase of Regional Park, following land transfer and amenity construction, to establish updated conditions and management procedures.	RDN Parks; Consultant	After each phase of development
		b	Review the developer's Home Owner's Manual (PDA Section D.3) following each phase of development for possible updates to environmental education initiatives.	Developer; RDN Parks	After each phase of development
4.3.2	Forest Carbon Sequestration	a	Prepare a forest carbon management plan that will quantify the carbon stored in the Regional Park and provide recommendations on appropriate forest management.	RDN Parks; RDN Sustainability	Following Phase 1A development
4.3.3	Enos Lake Protection and Monitoring	a	Support the management and monitoring of Enos Lake by the Developer according to the Enos Lake Protection and Monitoring Program.	Developer; RDN Parks; RDN Water & Utility Services	Ongoing after Phase 2C
4.3.4	Garry Oak Meadows Management	a	Support the management of the Garry Oak ecosystem within the future Regional Park by the Developer and stewardship groups according to the Garry Oak Meadows Management Plan.	Developer; RDN Parks; Stewardship groups	Ongoing after Phase 1A

PARK MANAGEMENT: LOW-IMPACT RECREATION

Plan Section	Issue	Recommendation	Who	When
4.4.1	Equestrian Use	a Prohibit equestrian use within the future Regional Park	RDN Parks	Ongoing after Phase 1A
4.4.2	Cycling	a Permit cycling / mountain biking in the future Regional Park on Multi-Use Trail (Trail Type I).	RDN Parks	Ongoing after Phase 1A
4.4.3	Dog-walking	a Permit controlled dog-use (either on-leash or off-leash), on all park trails without posted restrictions.	RDN Parks	After each phase of development
		b Complete environmental assessments for each separate section or phase of Regional Park (as in Section 4.3.1) to assess the need for restricted dog use in sensitive areas.	RDN Parks; Consultant	Ongoing after Phase 1A
4.4.4	Enos Lake Use	a Permit swimming and non-motorized boating in all unrestricted areas of Enos Lake, unless otherwise posted.	RDN Parks	Ongoing after Phase 2C
		b Prohibit swimming and non-motorized boating within 5m of "Irrigation Works", as described in the Easement for Golf Course Irrigation (PDA Schedule N).	RDN Parks	Ongoing after Phase 2C
		c Manage public water access from the Lake House Dock so as not to interfere with private dock use, as described in the Lake House Dock License (PDA Schedule O).	RDN Parks	Ongoing after Phase 2C
4.4.5	Fire Management	a Prepare a wildfire management plan that addresses fuel management and service access routes and provides strategies that are compatible with conservation management objectives.	RDN Parks; Fire Department	Phase 1A development

PARK MANAGEMENT: COLLABORATIVE STEWARDSHIP

Plan Section	Issue	Recommendation	Who	When
4.5.1	First Nations Partnership	a Collaborate with Snaw-naw-as to determine the need for protection of cultural areas during Regional park development.	RDN Parks; Snaw-naw-as; Developer	Development
		b Provide opportunities for amenity design or artwork by Snaw-naw-as community members during Regional Park development.	RDN Parks; Snaw-naw-as; Developer	Development
		c Collaborate with Snaw-naw-as on the production of educational park signage pertaining to Snaw-naw-as history and culture.	RDN Parks; Snaw-naw-as; Developer	Development
		d Support ongoing Snaw-naw-as participation in ecological stewardship and cultural programming in the future park.	RDN Parks; Snaw-naw-as	Ongoing after Phase 1A
4.5.2	Volunteers	a Implement a Volunteer Park Warden program for general monitoring of park and trail conditions, as needed.	RDN Parks; Volunteers	Ongoing after Phase 1A
4.5.2	Stewardship Groups	a Solicit help from local stewardship groups for invasive weed management and restoration work in Gary Oak Meadows.	Developer; RDN Parks; Steward groups	Ongoing after Phase 1A

Appendix II:

Amenity Replacement Schedule and Costs

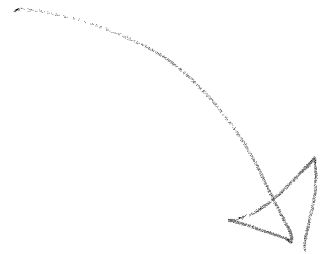
Regional Park Management Plan Cost Estimate

Amenity	Unit	Independent Area I	Independent Area II	Phase 1	Phase 2	Phase 3	Phase 4	TOTAL	Major Repair or Replacement	Replacement Unit Cost (2015)	TOTAL COST
Trail Type I: Multi-use Trail (2.5-3.0m)	lin m	0	0	1099	575	0	0	1674	Resurfacing every 20 years	\$ 30	\$ 50,220
Trail Type II: Walking Trail (1.5-2.25m)	lin m	1231	90	1482	1407	2562	1715	8487	Resurfacing every 20 years	\$ 20	\$ 169,740
Trail Type III: Hiking Trail (0.75-1.0m)	lin m	173	0	4323	61	0	540	5097	Resurfacing every 20 years	\$ 10	\$ 50,970
Trail Type III: Notch Trail (Temporary)	lin m	281	0	0	0	0	0	281	Resurfacing every 20 years	\$ 20	\$ 5,620
Boardwalk/ bridges	lin m	78	0	99	21	25	49	272	Decking replaced after 20 years	\$ 1,000	\$ 272,000
Lookouts	ea.	1	0	5	2	2	0	10	Decking replaced after 20 years	\$ 2,000	\$ 20,000
Major Staging Areas	ea.	2	0	0	2	0	0	4	Resurface every 5-7 years	\$ 5,000	\$ 20,000
Minor Staging Areas	ea.	1	0	0	0	0	0	1	Resurface every 5-7 years	\$ 2,000	\$ 2,000
Trail Access Points	ea.	4	2	13	3	10	8	40	N/A	\$ -	\$ -
Docks	ea.	0	0	0	2	0	0	2	Decking replaced after 10 years	\$ 20,000	\$ 40,000
Stairs*	lin m	25	0	50	100	25	0	200	Replacement after 30 years	\$ 500	\$ 100,000
Retaining Walls*	lin m	100	0	0	500	50	350	1000	Replacement after 50 years	\$ 100	\$ 100,000
Culverts*	ea.	1	0	0	1	1	1	4	Replace after 50 years	\$ 2,000	\$ 8,000
Rainwater Creeks*	ea.	1	0	1	0	2	2	6	N/A	\$ -	\$ -
Small Entrance Signs*	ea.	4	2	13	3	10	8	40	Replace after 10 years	\$ 300	\$ 12,000
Large Entrance Signs*	ea.	3	0	0	2	0	0	5	Replace after 20 years	\$ 2,500	\$ 12,500
Interpretive/ wayfinding signs*	ea.	10	0	15	10	20	10	65	Replace after 10 years	\$ 1,000	\$ 65,000
Maps*	ea.	4	2	13	3	10	8	40	Replace after 10 years	\$ 1,000	\$ 40,000
Kiosks*	ea.	3	0	0	2	0	0	5	Replace after 50 years	\$ 18,000	\$ 90,000
Bike racks*	ea.	3	0	0	2	0	0	5	Replace after 20 years	\$ 600	\$ 3,000
Garbage receptacles*	ea.	3	0	0	2	0	0	5	Replace after 20 years	\$ 600	\$ 3,000
Fencing*	lin m	50	0	450	40	1020	450	2010	Replace after 10 years	\$ 80	\$ 160,800
Safety railings*	lin m	150	0	0	350	200	0	700	Replace after 10 years	\$ 100	\$ 70,000
Bollards*	ea.	7	2	13	5	10	8	45	Replace after 30 years	\$ 400	\$ 18,000
Benches*	ea.	4	0	19	6	7	5	41	Replace after 20 years	\$ 2,500	\$ 102,695
Picnic Tables*	ea.	2	0	0	2	0	0	4	Replace after 20 years	\$ 2,500	\$ 10,000
Washrooms (Porta potty with surround)*	ea.	2	0	0	2	0	0	4	Replace after 30 years	\$ 4,000	\$ 16,000

*Quantities estimated based on descriptions in Park Masterplan

Appendix III:

Fairwinds Lakes District Regional Park Management Plan (2015-2025)





Regional Park Management Plan for the Fairwinds Lakes District 2015 - 2025



Prepared by:

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June, 2015

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Acknowledgements

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Director Bob Rogers, RDN Director, Electoral Area E (2015)

Community Appreciation

We would like to thank the community members who attended the open houses and who provided responses to the questionnaires. This plan is based on your valuable insights and preferences.

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- Appendix F: Garry Oak Meadows Management Plan**

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View to the Strait of Georgia

Executive Summary

The Fairwinds Lakes District Neighbourhood Plan area is located on Nanoose Bay Peninsula, on the east coast of central Vancouver Island, within the Regional District of Nanaimo (RDN), Electoral Area 'E'. The area encompasses roughly 287 hectares (ha) of undeveloped and privately-owned land within the Fairwinds Resort Community, which will be subdivided and developed within six separate phases over an anticipated period of 20 years.

Approximately 100 ha of regional parkland, including over 16 km of trails, will be dedicated to the RDN over the course of subdivision and neighbourhood build-out. Park dedication is determined by zoning amendments and the Phased Development Agreement (PDA), which were formally adopted in 2014. The PDA is a legally binding agreement between the RDN and the developer that outlines in detail the development phasing and provision of community amenities.



Wetland

This document represents the first management plan for the future Regional Park within the Fairwinds Lakes District Neighbourhood Plan area. The main purpose of the management plan is twofold:

1. To provide a summary of the Phased Development Agreement (PDA)—including all relevant documents incorporated within the PDA—as it pertains to Regional Park dedication and development.
2. To provide an overview of anticipated management issues, costs and strategies as they pertain to the future Regional Park following amenity construction and land transfer.



Arbutus Forest

The preparation of this management plan was accomplished through a comprehensive design and public engagement process that involved public open houses, stakeholder interviews, and staff and advisory committee reviews. Public input helped to establish an understanding of current and desired park uses, and provided feedback on the vision, objectives, management issues and naming of the regional park.

The vision statement establishes the overall direction for planning, design and management of the Regional Park:

.....
This Regional Park protects the functional integrity of regionally significant ecosystems and prominent natural features that define the landscape character of the Nanoose Bay Peninsula. It is the “green heart” of the Nanoose Bay Peninsula with interconnected open spaces and corridors that provide links for wildlife and access to nature for humans. The park provides recreational opportunities that are enjoyed by Regional District residents and visitors. It is a place where the cultural heritage and spiritual values of the land to First Nations are recognized, celebrated and protected.

The following objectives guide management recommendations and actions:

- Protect and enhance areas with high habitat and ecosystem values.
- Encourage and support environmental appreciation, education, interpretation and stewardship.
- Acquire and provide information about the history and culture of the region to park visitors.
- Support low-impact outdoor recreation.
- Plan the park to maximize safety, security, accessibility and ease of navigation.
- Encourage visitors to be responsible and respectful while enjoying the park.
- Construct and maintain park amenities per regional standards.



Garry Oak Meadow



Enos Lake

- Manage commercial activities in the park to respect the environmental and cultural resources.
- Work with partners, volunteers, First Nations and visitors on park stewardship.

Management of the future Regional Park will follow standard park guidelines and practices as outlined in the RDN Park Use Bylaw 1399 (2004), the RDN Parks and Trails Guidelines (2013), and the RDN Regional Parks and Trails Plan (2005-2015). This includes general maintenance procedures (garbage collection, inspections, repairs, etc.), safety measures (hazard tree removal, fencing, public notices, etc.), and provisions for accessible amenities. This management plan only addresses management issues, policies and actions that are unique to the future Regional Park. The recommendations for park management are summarized in the tables below:

PARK DEVELOPMENT					
Plan Section	Issue		Recommendation	Who	When
3.2	Amenity Implementation	a	Determine final park boundaries through survey work and staking.	Developer; RDN Parks; RDN Planning	Subdivision; Development
		b	Design and site all amenities in accordance with the Park Masterplan guidelines, the PDA and RDN Parks standards.	Developer; RDN Parks	Subdivision; Development
		c	Ensure that quantities, materials and designs are adequate and sustainable in terms of site and visitor requirements and long-term staff and budget constraints.	Developer; RDN Parks	Subdivision; Development
3.4.2	'Notch Summit' Dedication and Access	a	Continue stat right-of-way to ensure trail and service vehicle access to the 'Notch Summit' if completion of Sub-Phase 4C does not occur pursuant to the 20-year term of the PDA.	Developer; RDN Planning; RDN Parks	At PDA expiry (2034)
3.4.3	Option to Purchase Lands	a	Commit the estimated \$1.1 million total for both Option to Purchase Lands within the Five-year Financial Plan for Regional Parks.	RDN Parks	2015-2020
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PARK MANAGEMENT: INFRASTRUCTURE AND ENCUMBRANCES

Plan Section	Issue	Recommendation		Who	When
4.2.1	Joint Sanitary Sewer Right-of-Way and Trail	a	Coordinate service schedules and protocols for joint use of SRW as infrastructure and trail.	RDN Parks; RDN Wastewater Services	Phase 2A subdivision
4.2.2	Stormwater Mitigation	a	Coordinate maintenance and monitoring responsibilities for stormwater mitigation features between RDN Parks and RDN Water & Utility Services.	RDN Parks; RDN Water & Utility Services	Phase 1B subdivision
		b	Support Watershed Performance Indicator reviews every five years, as directed by the ISMP.	RDN Parks; RDN Water & Utility Services	Every 5 years after Phase 1B
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		b	Support water level monitoring in Enos Lake by the Developer, as per the Integrated Stormwater Management Plan.	RDN Parks; Developer; RDN Water & Utility Services	Ongoing after Phase 2C
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PARK MANAGEMENT: COLLABORATIVE STEWARDSHIP

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		b	Provide opportunities for amenity design or artwork by Snaw-naw-as community members during Regional Park development.	RDN Parks; Snaw-naw-as; Developer	Development
		c	Collaborate with Snaw-naw-as on the production of educational park signage pertaining to Snaw-naw-as history and culture.	RDN Parks; Snaw-naw-as; Developer	Development
		d	Support ongoing Snaw-naw-as participation in ecological stewardship and cultural programming in the future park.	RDN Parks; Snaw-naw-as	Ongoing after Phase 1A
4.5.2	Volunteers	a	Implement a Volunteer Park Warden program for general monitoring of park and trail conditions, as needed.	RDN Parks; Volunteers	Ongoing after Phase 1A
4.5.2	Stewardship Groups	a	Solicit help from local stewardship groups for invasive weed management and restoration work in Gary Oak Meadows.	Developer; RDN Parks; Steward groups	Ongoing after Phase 1A

The annual park maintenance cost for the future Regional Park, which is based on per hectare maintenance costs for all existing Regional Parks and includes items such as incidental repairs, vegetation management and contract services, is estimated at \$4,500 to \$7,500 for each of the six main development phases (or \$27,000 to \$45,000 after full build-out).

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Terrace Wetland

1.0 Project Overview

1.1 Project Context

The Fairwinds Lakes District Neighbourhood Plan area is located on Nanoose Bay Peninsula, on the east coast of central Vancouver Island, within the Regional District of Nanaimo (RDN), Electoral Area 'E'. It is framed by the existing Dolphin Beach neighbourhood to the north, the existing Fairwinds neighbourhood to the east, the Department of National Defence to the south, and by rural crown lands to the west (Figure 1.1).

The area encompasses roughly 287 hectares (ha) of undeveloped and privately-owned land within the Fairwinds Resort Community, which will be subdivided and developed within six separate phases over an anticipated period of 20 years. Approximately 100 ha of regional parkland, including over 16 km of trails, will be dedicated to the RDN over the course of subdivision and neighbourhood build-out (Figure 1.2) Regional park dedication will help to protect the site's natural features while providing opportunities for diverse outdoor recreation activities.



Figure 1.1: Lakes District Air Photo, 2014 (Lakes District outlined in red)

The rezoning of the Lakes District was completed in July 2014 with the formal adoption of the zoning bylaws and the Phased Development Agreement (PDA). The PDA is a legally binding agreement between the RDN and the developer that outlines in detail the development phasing and provision of community amenities as envisioned in the Lakes District Neighbourhood Plan (LDNP) of 2011. Planning for the LDNP began in 2008 and involved extensive environmental assessment and community consultation with the goal of creating a sustainable neighbourhood plan predicated on ecological protection and sensitive development.



Figure 1.2: Regional Park Dedication (over a 20-year period and 6 development phases)

1.2 Management Plan Purpose



North End of Enos Lake



Existing Path

This document represents the first management plan for the future Regional Park within the Fairwinds Lakes District Neighbourhood Plan area. The plan is to be reviewed in five years (2020) and updated formally in ten-year intervals.

The Regional Park will be dedicated in six development phases, over approximately 20 years. The private developer is responsible for constructing all future park amenities during phased subdivision and build-out, as outlined in the PDA and associated documents. Once the development and construction of parkland amenities is complete, the land will be transferred to the RDN. The RDN will then assume the responsibility for the long-term operations and maintenance of the Regional Park.

The main purpose of the management plan is twofold:

1. To provide a summary of the Phased Development Agreement (PDA)—including all relevant documents incorporated within the PDA—as it pertains to Regional Park dedication and development.
2. To provide an overview of anticipated management issues, costs and strategies as they pertain to the future Regional Park following amenity construction and land transfer.

1.3 Management Plan Organization

The plan is organized into the following five sections:

1. Project Overview: project background, purpose and process
2. Site Overview: site description, site inventory and history
3. Park Development: a summary of planning processes, reference documents, and obligations of the developer and the RDN as they pertain to parkland dedication and development
4. Park Management: a summary of park management issues with discussion and recommendations based on ecological assessments, public, staff and stakeholder consultation
5. Summary of Recommendations: recommended actions for park development and management

1.4 Project Process

The preparation of this management plan was accomplished through a comprehensive design and public engagement process that involved the following steps:

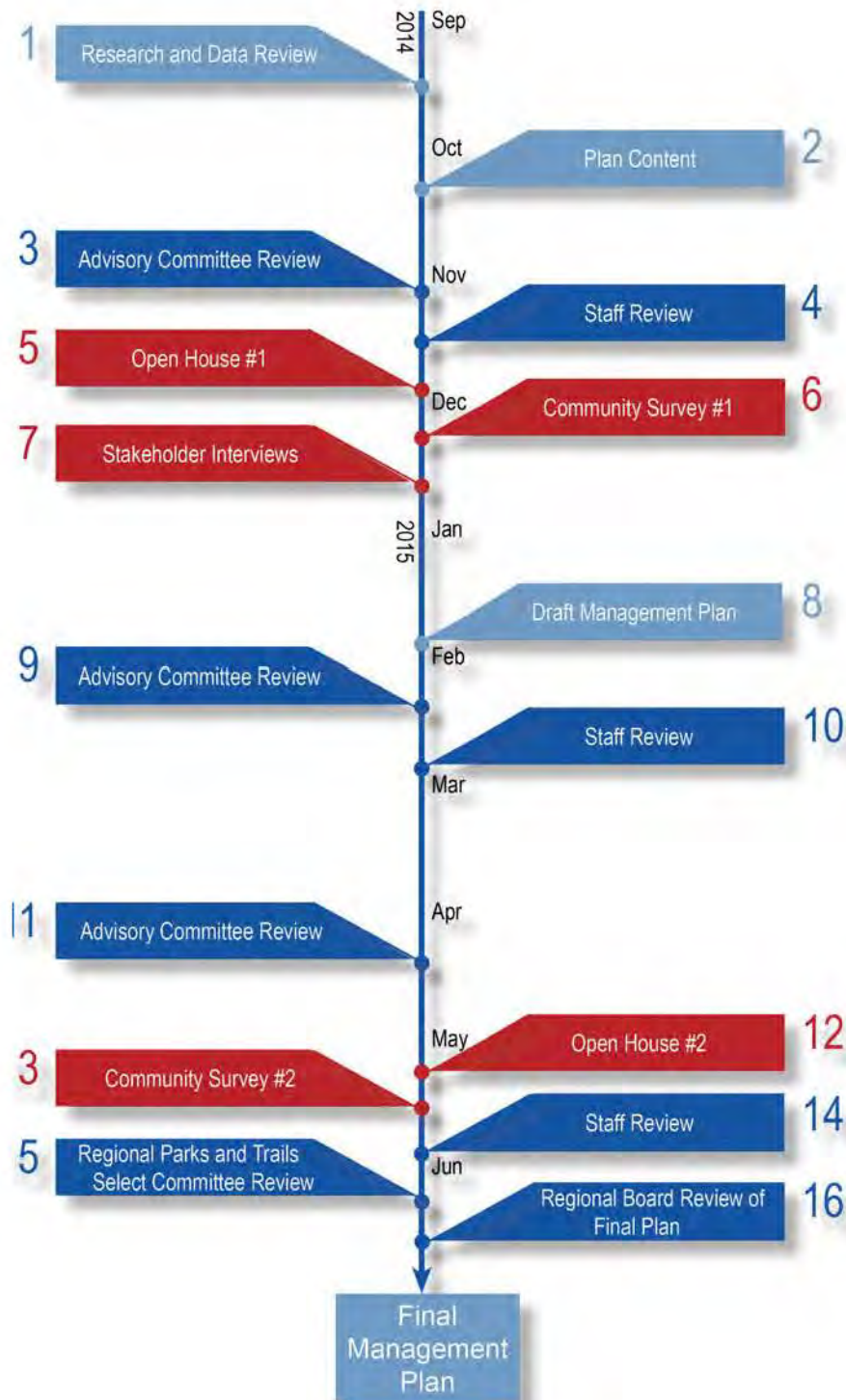


Figure 1.3: Project Process

1.5 Public and Stakeholder Consultation



Open House



Management Recommendations Panels

The public consultation process for the Regional Park Management Plan involved two Open House events and two on-line surveys held in November 2014 and May 2015 respectively. Public consultation findings are summarized below and provided in detail as **Appendix A**.

Key stakeholders, including neighbouring First Nations, the Province, Nanaimo and Area Land Trust (NALT), and the Nanoose Volunteer Fire Department, were contacted following both Open House events. Feedback received is referenced throughout this document. Collaboration with project partners, including Fairwinds and Snaw-naw-as First Nation, was continuous throughout plan development.

First Open House and Survey

The first Open house was held on November 18, 2014 to share information and answer questions about future Regional Park dedication, development and management. A survey was available in hard-copy at the open house and online at the project website from November to December 2014. With over 120 survey responses, the engagement helped to establish the key management preferences of RDN residents, which include the following:

- Provide education on the nature and history of the park area
- Include programming that does not negatively affect the park's ecosystem
- Promote and plan for responsible dog management
- Limit cycling access
- Establish barriers to protect ecologically sensitive areas
- Allow low-impact recreation on Enos Lake

Second Open House and Survey

The second Open House was held on May 13, 2015 to receive public feedback on the draft Management Plan. Draft plans were posted on the project website from May 1, 2015 to May 22, 2015 along with the second survey. A total of 25 survey responses were received both online and in hard-copy at the Open House. Survey respondents were asked to identify their level of support for the draft plan on a 5-point rating scale with "1" denoting strong opposition and "5" denoting strong support. Responses are summarized in the table on the following page.

Level of Support (1-5)	Percentage of Total Responses	Number of Responses
1 - strongly opposed	0%	0
2	29%	6
3	24%	5
4	14%	3
5 - strongly support	33%	7

Fifteen respondents also provided comments to elaborate on their level of support or opposition. The comments were varied but mainly supportive. Opposition to the plan was based largely on issues of environmental protection and stewardship related to neighbourhood development in general. A few respondents expressed individual concerns for future park uses (dog walking, cycling, swimming, park amenity design and quantities).

Park Naming

Suggested names for the future Regional Park were solicited from participants of the first Public Open House and Survey. A total of 35 names were received. Although the suggestions varied, nearly half the respondents suggested including “Nanoose” in the name, with several respondents suggesting reference to First Nations or naming by First Nations. All nominations are included in Appendix A. The following top five nominations, in order of popularity, were made by multiple respondents:

- Nanoose Regional Park
- Nanoose Bay Regional Park
- Nanoose Peninsula Regional Park
- Qwiyulass Regional Park
- Snaw-naw-as Regional Park

The RDN Parks Naming Bylaw C1.3 states that in general Regional Parks should be named after any significant and defining geographical features, followed by the words “Regional Park”. Examples include Benson Creek Falls Regional Park, Mount Benson Regional Park, Descanso Bay Regional Park, and Englishman River Regional Park.

The name for the future Regional Park will be determined following the second public Open House through consultation with First Nations and the Advisory Committee, and approval by the Regional Board.

1.6 Vision and Objectives

The vision and objectives for the Regional Park were interpreted from visioning exercises and public input during the planning process for the Lakes District Neighbourhood Plan and confirmed through the public consultation process for the Regional Park management plan.

Vision

The following vision statement establishes the overall direction for planning, design and management of the Regional Park:

.....
This Regional Park protects the functional integrity of regionally significant ecosystems and prominent natural features that define the landscape character of the Nanoose Bay Peninsula. It is the “green heart” of the Nanoose Bay Peninsula with interconnected open spaces and corridors that provide links for wildlife and access to nature for humans. The park provides recreational opportunities that are enjoyed by Regional District residents and visitors. It is a place where the cultural heritage and spiritual values of the land to First Nations are recognized, celebrated and protected.
.....

Objectives

The following objectives, based on the vision, guide management recommendation and actions:

- Protect and enhance areas with high habitat and ecosystem values.
- Encourage and support environmental appreciation, education, interpretation and stewardship.
- Acquire and provide information about the history and culture of the region to park visitors.
- Support low-impact outdoor recreation.
- Plan the park to maximize safety, security, accessibility and ease of navigation.
- Encourage visitors to be responsible and respectful while enjoying the park.
- Construct and maintain park amenities per regional standards.
- Manage commercial activities in the park to respect the environmental and cultural resources.
- Work with partners, stakeholders, volunteers, First Nations and visitors on park stewardship.



Enos Lake

2.0 Site Overview

2.1 Site History

The Nanoose Peninsula has a long history of settlement, beginning with the Snaw-Naw-As First Nation (see Section 4.5). Europeans brought changes in land use and resource development and by the early 1900s the area featured manufacturing facilities for cordite and various types of dynamite, a brick plant, and the Esquimalt & Nanaimo Railway.

In the 1980s, planning began for a 548 ha community known as Fairwinds Community and Resort. Today the community includes more than 700 homes, an 18-hole golf course, clubhouse, and neighbourhood recreation facility (Fairwinds Centre). The Lakes District Neighbourhood Plan was adopted in 2011 as a means to update the 1983 community master plan for the remaining undeveloped Fairwinds lands in a manner more consistent with present values and standards of conservation and efficient land use.

The rezoning of the Lakes District was completed in July 2014. Subdivision and full neighbourhood build-out are anticipated in six development phases over the next 20 years.

2.2 Site Description



The Notch / Qwiyluss



Enos Lake

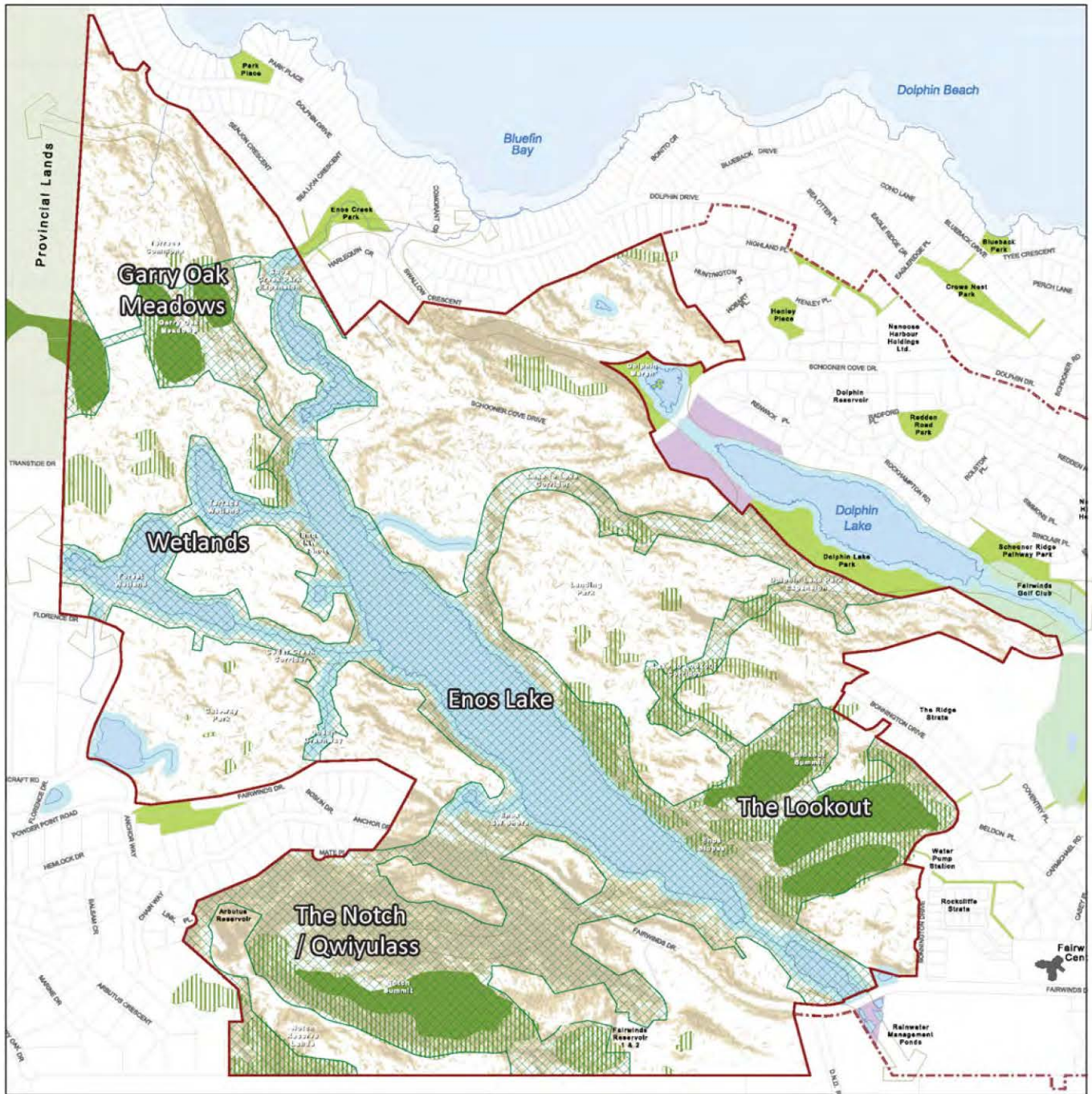
The terrain of the Lakes District is characterized by two defining hilltops: The Notch (traditionally referred to as “Qwiyluss” by Snaw-naw-as but known colloquially as “the Notch” due to an indentation at the summit) and the Lookout. The Notch/Qwiyluss rises more than 250 m above sea level and is a regionally recognizable feature that forms the north shore ridgeline of Nanoose Bay. The Lookout is the pinnacle of the central ridge of the Lakes District.

Enos Lake, located between the Notch/Qwiyluss and the Lookout, is the site’s central feature. Its drainage basin is characterized by steep forested slopes, and an interconnected system of wetlands and streams. Dolphin Lake, which lies just outside of the Lakes District area, is an integral feature in terms of wildlife habitat and site drainage.

The Regional Park

Over 40% of the Lakes District will be designated and protected as Regional Park. The park will encompass the Notch/Qwiyluss, the Lookout and Enos Lake, along with significant wildlife corridors (between Enos and Dolphin Lakes), sensitive slopes, rocky outcrops, and Garry Oak and wetland ecosystems that constitute the complex and diverse ecological make-up of the area.

Land use designation in the Lakes District is based on a central framework of conservation. A Conservation Map (**Figure 2.1**), produced during the Lakes District neighbourhood planning process as a culmination of extensive ecological inventories, mapping, and community consultation, outlines the significant ecological features captured within Regional Park dedication.



Legend

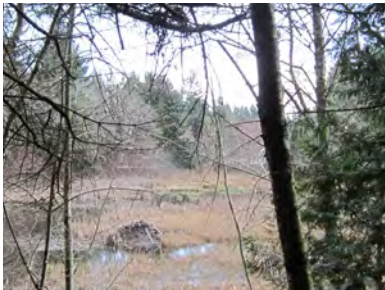
- Lakes District Boundary
- Conservation Framework
- Garry oak Ecosystem
- Environmentally Sensitive Areas
- Extreme Slopes (>40%)
- Steep Slopes (30 - 40%)

Figure 2.1: Conservation Plan

2.3 Site Inventory



Open Water Wetland



Wetland



Garry Oak Meadow

The following studies, completed during the planning process for the Lakes District Neighbourhood Plan, informed the conservation framework that guided land use designation, housing type, circulation and parkland dedication in the Lakes District, as outlined in the Phased Development Agreement:

- **Archaeological Overview Assessment; Lakes District and Schooner Cove Neighbourhood Plan Areas, Nanoose Bay, BC** (I.R. Wilson Consultants Ltd., 2008)
- **Preliminary Geotechnical Terrain Assessment for Proposed Subdivision Fairwinds Neighbourhood 2 Nanoose Bay, BC** (Trow Associates Inc., 2008)
- **Lakes District Study Area; Fairwinds Development Detailed Biophysical Assessment** (Cascadia Biological Services, 2009)
- **Environmental Impact Assessment; Fairwinds' The Lakes District and Schooner Cove Neighbourhood Plans** (Pottinger Gaherty Environmental Consultants Ltd., 2010)
- **The Lakes District and Schooner Cove Integrated Stormwater Management Plan** (Kerr Wood Leidal Consulting Engineers, 2013)

These studies also provide support for future management recommendations outlined in Section 4 of this report. The full reports are posted on the RDN Parks website at www.rdn.bc.ca/Fairwinds; a summary of each report is included in **Appendix B**.

The following environmental management plans provide detailed recommendation on conservation management for two significant ecosystems within the future Regional Park:

- **Enos Lake Protection & Monitoring Plan - Draft** (Pottinger Gaherty Environmental Consultants, 2015)
- **Garry Oak Meadows Management Plan** (Pottinger Gaherty Environmental Consultants, 2015)

An overview of monitoring and management recommendations from each plan is provided in Section 4 of this report. The Garry Oak Meadows Management Plan is included as **Appendix F**. The Enos Lake Protection & Monitoring Plan will be included as **Appendix E** upon completion.



Terrace Wetland

3.0 Park Development

This section summarizes planning processes, reference documents, obligations of the developer, and recommendations for the RDN pertaining to parkland dedication and development.

3.1 Lakes District Neighbourhood Plan (2011)

The planning process for regional parkland designation began in 2008 with the preparation of the Lakes District Neighbourhood Plan. The process involved an in-depth review of regional planning directives, detailed analysis of the land's biophysical constraints and opportunities, and identification of best management practices (BMPs) for environmental management and sustainable community planning and design. Community values were considered through an extensive public engagement process that included open houses and design workshops, advisory group meetings, a Public Hearing, and reviews with Regional District departments, Snaw-Naw-As First Nation and external agencies.

The Neighbourhood Plan provides for the phased development of a sustainable neighbourhood containing a diversity of housing forms integrated within a network of regionally significant park and trails. It was adopted in 2011 as OCP Amendment Bylaw No.1400.03.

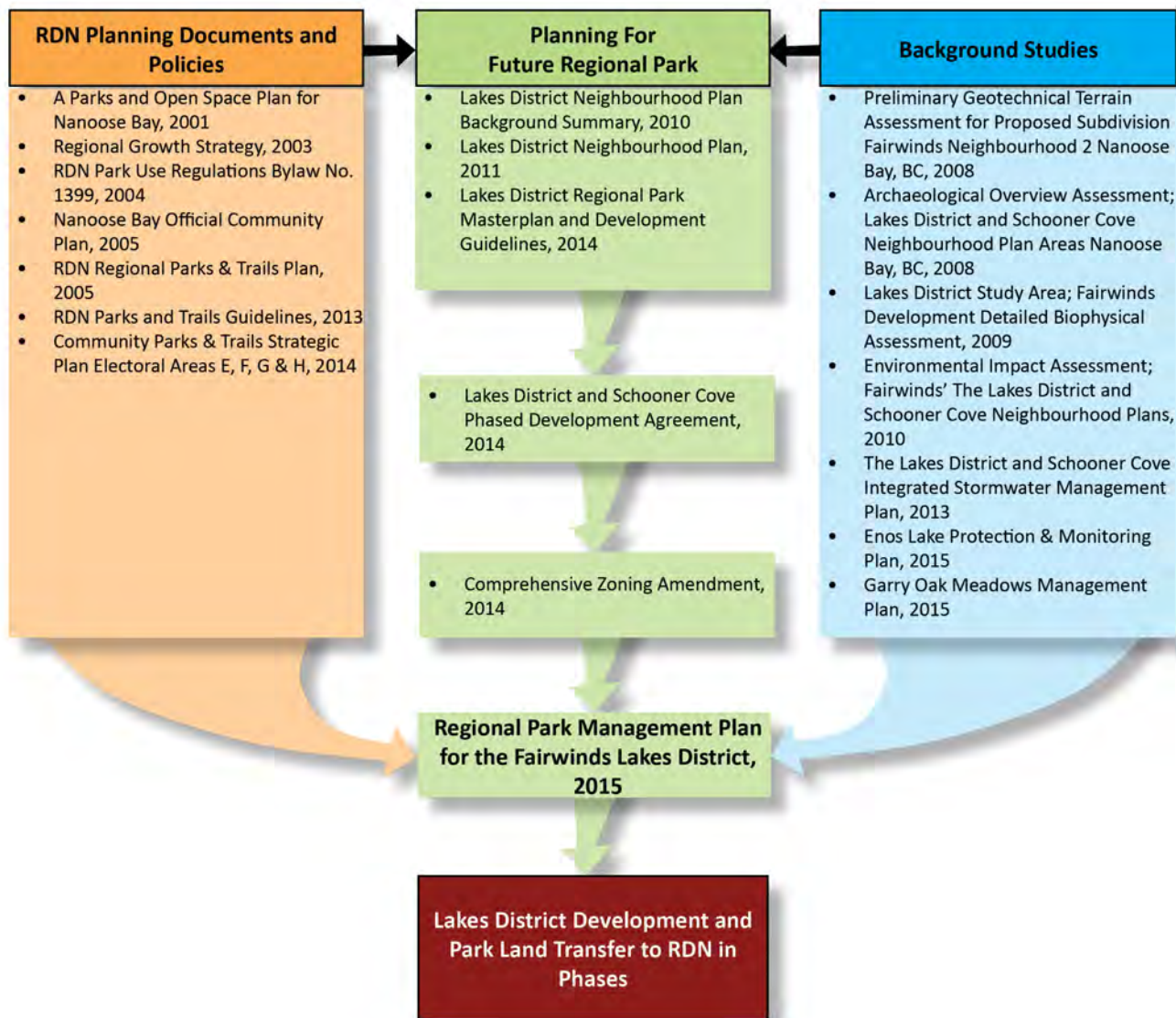


Figure 3.1: Planning Process and Document Summary

3.2 The Lakes District Regional Park Masterplan and Development Guidelines (2014)

The Lakes District Regional Park Masterplan and Development Guidelines (The Park Masterplan) provides a framework for implementing the park vision adopted in the Lakes District Neighbourhood Plan. It outlines objectives for environmental conservation and passive recreation, and includes a site plan showing the regional parkland and trail network (Figure 3.1), as well as guidelines for park amenities, trail classifications with cross-sectional drawings, and construction standards.

The Park Masterplan was submitted as part of the Zoning Amendment Application, which was approved in 2014. It is incorporated within the Phased Development Agreement as Schedule F, attached to this report as **Appendix D**, and summarized on Page 16.



Trails & Features

- — — Trail Type I: Multi-Use (2.5-3.0m width)
- — — Trail Type II: Walking (1.5-2.25m width)
- — — Trail Type III: Hiking (0.75-1.0m width)
- - - Trail Type III: Notch Trail (Temporary)
- — — Bridges + Boardwalk
- — — Enos Lake "Blue Way" and Docks
- ◆ Major Staging Area
- ◆ Minor Staging Area
- Trail access Point
- ⊗ Lookout
- Dock

Land Use

- Lakes District Boundary
- Regional Park
- Community Park
- Notch / Qwylass Park Lands subject to Option to Purchase
- Lookout Development Lands subject to Option to Purchase
- Neighbourhood Lands
- Lakehouse Centre
- Civic Infrastructure
- Public Road ROW

Sidewalks & Pathways

- — — Multi-Use Pathway (3.0m width)
- — — Collector Sidewalk (2.4m width)
- — — Emergency Connector Pathway (4.0m width)
- — — Local Sidewalk (1.8m width)
- Designated Street Crossing
- Ⓣ Potential Transit Stop & Shelter

Figure 3.2: Site Plan from The Lakes District Regional Park Masterplan and Development Guidelines (2014)

Park Amenities

In addition to providing a conceptual layout for the regional park network (which constitutes approximately 40% of the Lakes District, or 100 ha), the Park Masterplan enumerates the future park amenities and works that will be completed by the developer prior to parkland transfer to the RDN.

The following is a list of park amenities (quantities provided in the Park Masterplan are included):

- Multi-use trails for walking and cycling (2.5-3m wide) – 2.17km total
- Walking trails (1.5-2.25m wide) – 8.9 km total
- Hiking trails (1m wide) – 5.10 km total
- Boardwalk and Bridges for wetland and riparian crossings – 0.24 km total
- Minor Docks for the Enos Lake “Blue Way” – 2 total
- Lake House Dock (4mx7m), on Enos Lake at Lake House Community Centre– 1 total
- Stairs for steep sections of trail
- Structures, such as picnic shelters, where deemed appropriate
- Benches at rest areas and lookouts
- Trail Signage for way finding and education
- Entrance Signage at all trail access points – 45 total
- Major Staging Areas (including parking for 10-15 vehicles, park sign or kiosk, vehicle barriers, bike racks, garbage receptacles; possibly picnic facilities and washrooms) – 4 total
- Minor Staging Areas (include parking for 4-6 vehicles, park sign, and vehicle barriers; possibly bike racks and garbage receptacles) – 1 total
- Access barriers, including bollards and gates to restrict vehicle and pedestrian access
- Fences for park delineation and to protect sensitive vegetation and habitat
- Retaining Walls to prevent soil erosion as required
- Safety treatments for street crossings between park entrances – 15 crossings total
- Native planting for buffers and restoration work as required
- Drainage culverts as required
- Rainwater Creeks to convey stormwater to appropriate retention areas – 14 total
- Regional Rain Gardens to store and filter run-off water – 4 total
- Sanitary Sewer Right-of-Way along portion of trail east side of Enos Lake – 1 km total



Bridges



Parking



Signage



Retaining Wall

Design and Construction Standards

The Masterplan provides conceptual plans for park boundaries, trails, boardwalks, bridges, docks and stairs, as well as general guidelines for construction and siting to minimize impact on the environment and maximize visitor safety, accessibility and enjoyment. Design, quantities and siting will therefore need to be finalized for each amenity during implementation.

Recommendations for Park and Amenity Implementation

Because the Park Masterplan is largely conceptual, the RDN and the developer will work collaboratively at the time of subdivision and during park development to:

- Determine final park boundaries through survey work and staking.
- Design and site all amenities in accordance with the Park Masterplan guidelines and RDN Parks standards.
- Ensure that quantities, materials and designs are adequate and sustainable in terms of site and visitor requirements and long-term staffing and budgetary constraints.

3.3 Comprehensive Zoning Amendment (2014)

Following adoption of the Lakes District Neighbourhood Plan, a Comprehensive Zoning Amendment Application was submitted to the RDN by the developer in July 2013. The Phased Development Agreement was submitted in conjunction with the application as a legal mechanism to support the commitments and terms of the zoning amendment, including park phasing, land dedication and park improvements.

Further public engagement was conducted as part of the zoning amendment process, including extensive consultation with RDN staff and the Fairwinds Community Association, a community Public Open House, a Public Information Meeting and a Public Hearing. The Comprehensive Zoning Amendment (Bylaw 500.384) and the Phased Development Agreement (Bylaw 1692) were reviewed and adopted in tandem in July 2014.

3.4 Phased Development Agreement (2014)

The Phased Development Agreement (PDA) is a legally binding, 20-year agreement between the RDN and the developer that outlines in detail the land uses, development phasing and provision of community amenities as envisioned in both the Lakes District Neighbourhood Plan and the Schooner Cove Neighborhood Plan. The agreement outlines 82 items, organized into roughly 20 sections, addressing both neighbourhoods.



Boardwalk Detail from Masterplan

Thirty documents are annexed to the agreements as schedules. They include the following schedules that pertain to Regional Park dedication and development in the Lakes District:

- Schedule D: Park Phasing Plan
- Schedule E: Park Improvement Phasing Plan
- Schedule F: Regional Park Masterplan and Development Guidelines
- Schedule L: Statutory Right of Way for Public Access (to Notch/ Qwiyulass Summit)
- Schedule N: Easement for Golf Course Irrigation (Enos Lake)
- Schedule O: Licence for Commercial Dock (on Enos Lake)
- Schedule P: Notch Option to Purchase
- Schedule Q: Lookout Option to Purchase
- Schedule R: Section 219 Covenant over Option to Purchase Lands (for Notch and Lookout)
- Schedule S: Construction Covenant
- Schedule Z: Regional Park Management Plan –Terms of Reference
- Schedule AA: Garry Oaks Meadows Management Plan – Terms of Reference
- Schedule BB: Enos Lake Protection and Monitoring Program – Terms of Reference

The full PDA (including all schedules) is posted on the RDN website under the Current Planning section at www.rdn.bc.ca. Items that pertain to the future Regional Park are discussed below and summarized in **Appendix C**.

3.4.1 Phasing Overview (PDA Sections B.1 and C.2 + Schedules E and F)

In accordance with the PDA, the future Regional Park will be transferred to the RDN in sections, and in conjunction with the subdivision of six major development phases: Phases 1 through 4 (which are to proceed consecutively), and Independent Phases I and II (which may proceed in either order, and at any time, irrespective of Phases 1 to 4). Each of the phases is further divided into sub-phases, which may proceed concurrently and in any order within a given phase. Development of all sub-phases must be completed—or security must be provided—before the next major phase can begin.

Regional Park land will be transferred to the RDN at the time of subdivision registration for each sub-phase. The developer must construct the park amenities within one year of the transfer of the parkland in accordance with PDA commitments and RDN Parks standards.

The Park Land Phasing Plan from PDA Schedule D (**Figure 3.4**) illustrates phased parkland dedication by area while the chart below (**Figure 3.3**) depicts the sequence of phased dedication and associated implementation requirements.

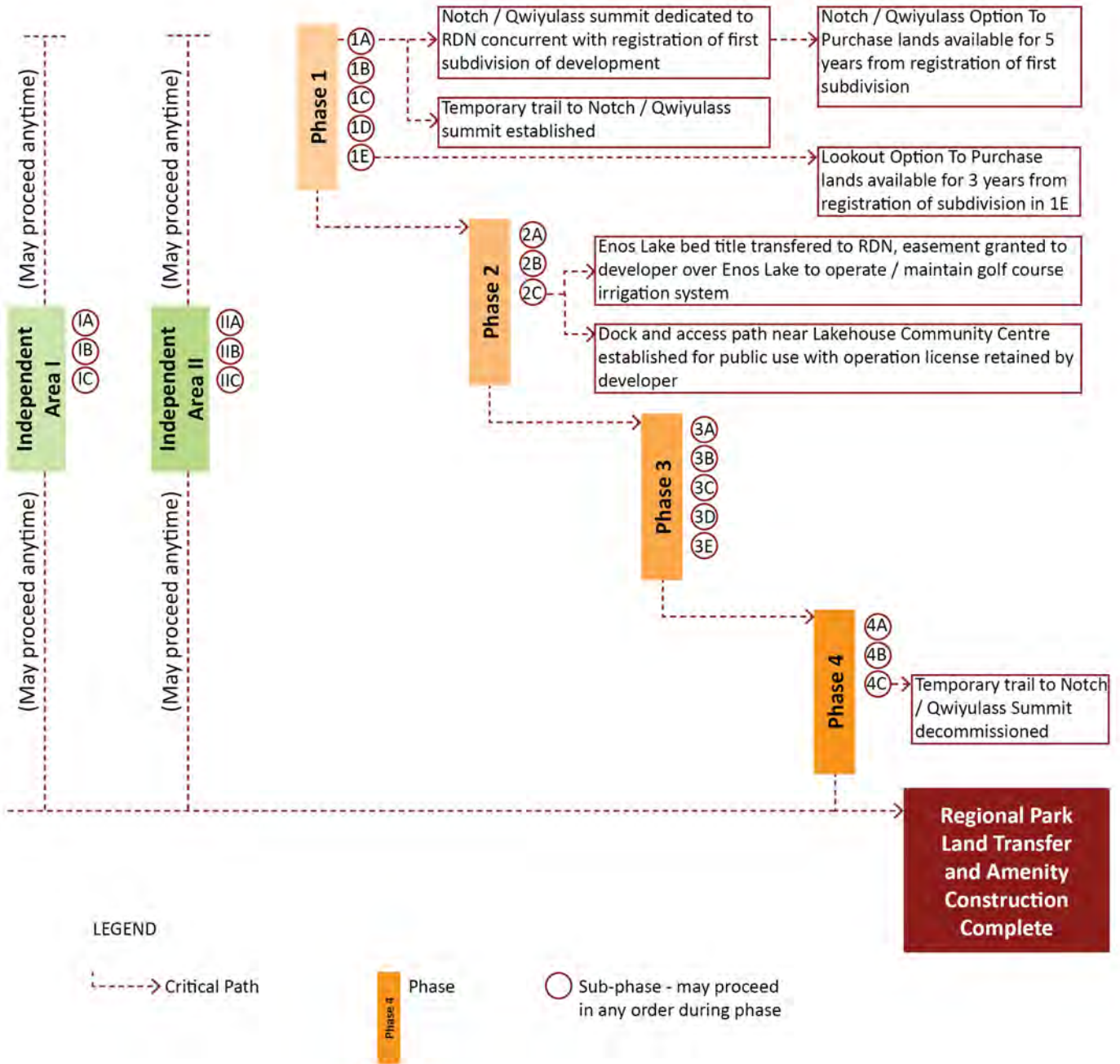
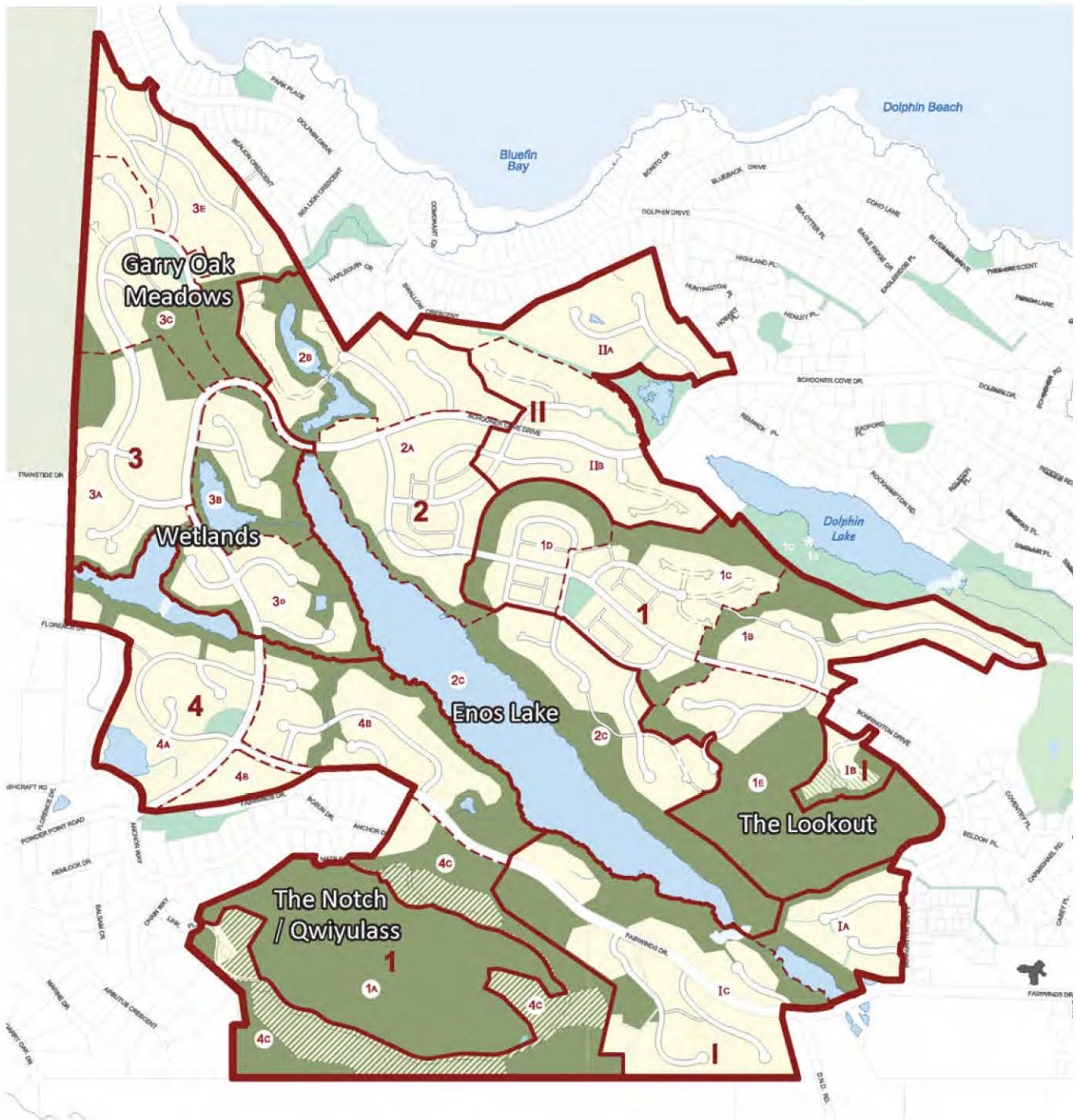


Figure 3.3: Park Land Phasing Sequence



Legend

- 1** Phase
- 1A** Sub-Phase
- Phase Boundary
- - -** Sub-Phase Boundary
- Regional Park
- Community Park
- ▨** Notch / Qwiyluss Park Lands subject to Option to Purchase
- ▨** Lookout Development Lands subject to Option to Purchase
- Neighbourhood Lands

Figure 3.4: Park Land Phasing Plan

3.4.2 Notch Summit / Qwiyluss (PDA Sections C.1 and C.2 + Schedule L)

The lands on the Notch/Qwiyluss identified in the PDA as ‘Notch Summit’ will be transferred to the RDN with registration of the first subdivision of the Lakes District land (Phase 1A). A temporary statutory right-of-way for trail access to the summit will be provided by the developer until the permanent trail is completed in Sub-Phase 4C.

Although the PDA commits approximately 40% of the lands within the Lakes District for Regional Park use, parkland dedication requirements for subdivision are fulfilled in the first phase of development by transfer of the ‘Notch Summit’ (Phase 1A), which is 20 ha in size and roughly 5% of Lakes District Neighbourhood Plan Area. Because Regional Park dedication and amenity implementation is driven by the development approval process, it is possible that only a portion of the Regional Park will be dedicated and transferred to the RDN before the PDA expires in 20 years.

Recommendation for ‘Notch Summit’ Dedication and Access

Continue statutory right-of-way to ensure trail and service vehicle access to the ‘Notch Summit’ if completion of Sub-Phase 4C does not occur pursuant to the 20-year term of the PDA.



The Notch / Qwiyluss Trail

3.4.3 Option to Purchase Lands (PDA Section C.4 + Schedules D,P,Q and R)

Two parcels of developable land—located on the Notch/Qwiyluss and the Lookout—are designated in the PDA as “Option to Purchase Lands.” The RDN has the option to purchase these lands from the developer for Regional Park use at the time of subdivision.

The Notch Park Lands Subject to Option to Purchase, as identified in the Parks Phasing Map (PDA Schedule D), will be available for purchase by the RDN for five years from the date of registration of the first subdivision in Phase 1A. The subject land, which is roughly 10 ha (25 acres) in size, or 1/3 of the total area of the Notch/Qwiyluss, is zoned as Regional Park (PR1), and is also protected from development in perpetuity by a No Build Covenant (CA3917284) between the owner and the RDN. The zoning and covenant do not, however, ensure public access or management of the Option to Purchase lands for Regional Park use.

The Lookout Development Lands Subject to Option to Purchase will be available for purchase by the RDN for three years from the date of the registration of subdivision in Phase 1E. The land—which is approximately 0.8 ha (2 acres) in size and part of the main access route to the Lookout Summit from Bonnington Drive— is zoned for Multiple Dwelling Residential (RMD), and is subject to development if not purchased by the RDN by the end of the three-year term.

A legal survey and appraisal will need to be completed at the first phase of subdivision to determine accurate boundaries, size and value for the Option to Purchase Lands. However, an estimated value of \$1 million for the Notch/ Qwiyulass and \$100,000 for the Lookout has been provided by the developer for budgeting purposes.



The Notch / Qwiyulass Trail

Recommendation for Option to Purchase Lands:

In order to ensure public access, uniform management and ecological stewardship of the Notch lands, as well as preservation of the forested slope and trail access to the Lookout, the RDN will:

- Commit the estimated \$1.1 million total for both Option to Purchase Lands within the Five Year Financial Plan for Regional Parks.
- Pursue acquisition of the Notch Option to Purchase Lands within five years of first subdivision registration, subject to Board approval.
- Pursue acquisition of the Lookout Option to Purchase Lands within three years of Phase 1E subdivision, subject to Board approval.

3.4.4 Parkland Dedication Amendment (PDA Section D.1 and Schedule T)

Section D.1.48 of the PDA states that the dedication or transfer of parkland in the Lakes District is calculated on the basis of the assumed road right-of-way areas within each sub-phase (as set out in PDA Schedule T). If road right-of-way dedication increases at the time of subdivision registration for any given sub-phase, as per BC Ministry of Transportation and Infrastructure (MOTI) requirements, the park area transfer or dedication within that given sub-phase may be reduced by the amount of road right-of-way increase, up to a maximum reduction of 5%.

Recommendation for Parkland Dedication Amendment

If, during the subdivision registration of any given sub-phase, the parkland dedication will be reduced due to an increase in road right-of-way area as required by MOTI, the RDN and the developer will work in partnership to:

- Implement any parkland dedication amendments—including reduced park size and altered boundaries—in accordance with conservation objectives envisioned in the Lakes District Neighbourhood Plan and set out in the Phased Development Agreement and all associated documents and studies.



View to Nanoose Bay

4.0 Park Management

This section outlines park management issues, recommended strategies and estimated costs as they pertain to the future Regional Park, following land transfer and amenity construction. Discussion and recommendations are based on ecological assessments and public and stakeholder consultation completed during the planning processes for the Lakes District Neighbourhood Plan, the Comprehensive Zoning Amendment, and this Management Plan.

4.1 Management Overview

The Regional District of Nanaimo (RDN) manages approximately 2,026 ha of regional park, trail and conservation lands along with another 584 ha of neighbourhood and community parks and trails.

All regional parkland is managed for both environmental protection and low-impact human use. The RDN Parks Department strives to maintain this balance through regular ecological monitoring and restoration work, partnerships with First Nations and community stewardship groups, and general public communication through park signage, guidebooks and recreation programming. These practices are consistent with the management objectives set out for the future Regional Park in the Lakes District Neighbourhood Plan (see Section 1.6).

Management of the future Regional Park will, in general, follow standard park guidelines and practices as outlined in the RDN Park Use Bylaw 1399 (2004), the RDN Parks and Trails Guidelines (2013), and the RDN Regional Parks and Trails Plan (2005-2015). This includes general maintenance procedures (garbage collection, inspections, repairs, etc.), safety measures (hazard tree removal, fencing, public notices, etc.), and provisions for accessible amenities.

The following sections of this report (Sections 4.2-4.5) will only address management issues, policies and actions that are unique to the future Regional Park.

4.1.1 Estimated Costs

The annual park maintenance cost for the future Regional Park—which is based on per hectare maintenance costs for all existing Regional Parks and includes items such as incidental repairs, vegetation management and contract services—is estimated at \$4,500 to \$7,500 for each of the six main development phases (or \$27,000 to \$45,000 after full build-out).

Estimated replacement and repair costs for all future park amenities based on typical 2015 construction costs—are outlined in the following schedule (**Figure 4.1**).

Amenity	Unit	Independent Area I	Independent Area II	Phase 1	Phase 2	Phase 3	Phase 4	TOTAL	Major Repair or Replacement	Replacement Unit Cost (2015)	TOTAL COST
Trail Type I: Multi-use Trail (2.5-3.0m)	lin m	0	0	1099	575	0	0	1674	Resurfacing every 20 years	\$ 30	\$ 50,220
Trail Type II: Walking Trail (1.5-2.25m)	lin m	1231	90	1482	1407	2562	1715	8487	Resurfacing every 20 years	\$ 20	\$ 169,740
Trail Type III: Hiking Trail (0.75-1.0m)	lin m	173	0	4323	61	0	540	5097	Resurfacing every 20 years	\$ 10	\$ 50,970
Trail Type III: Notch Trail (Temporary)	lin m	281	0	0	0	0	0	281	Resurfacing every 20 years	\$ 20	\$ 5,620
Boardwalk/ bridges	lin m	78	0	99	21	25	49	272	Decking replaced after 20 years	\$ 1,000	\$ 272,000
Lookouts	ea.	1	0	5	2	2	0	10	Decking replaced after 20 years	\$ 2,000	\$ 20,000
Major Staging Areas	ea.	2	0	0	2	0	0	4	Resurface every 5-7 years	\$ 5,000	\$ 20,000
Minor Staging Areas	ea.	1	0	0	0	0	0	1	Resurface every 5-7 years	\$ 2,000	\$ 2,000
Trail Access Points	ea.	4	2	13	3	10	8	40	N/A	\$ -	\$ -
Docks	ea.	0	0	0	2	0	0	2	Decking replaced after 10 years	\$ 20,000	\$ 40,000
Stairs*	lin m	25	0	50	100	25	0	200	Replacement after 30 years	\$ 500	\$ 100,000
Retaining Walls*	lin m	100	0	0	500	50	350	1000	Replacement after 50 years	\$ 100	\$ 100,000
Culverts*	ea.	1	0	0	1	1	1	4	Replace after 50 years	\$ 2,000	\$ 8,000
Rainwater Creeks*	ea.	1	0	1	0	2	2	6	N/A	\$ -	\$ -
Small Entrance Signs*	ea.	4	2	13	3	10	8	40	Replace after 10 years	\$ 300	\$ 12,000
Large Entrance Signs*	ea.	3	0	0	2	0	0	5	Replace after 20 years	\$ 2,500	\$ 12,500
Interpretive/ wayfinding signs*	ea.	10	0	15	10	20	10	65	Replace after 10 years	\$ 1,000	\$ 65,000
Maps*	ea.	4	2	13	3	10	8	40	Replace after 10 years	\$ 1,000	\$ 40,000
Kiosks*	ea.	3	0	0	2	0	0	5	Replace after 50 years	\$ 18,000	\$ 90,000
Bike racks*	ea.	3	0	0	2	0	0	5	Replace after 20 years	\$ 600	\$ 3,000
Garbage receptacles*	ea.	3	0	0	2	0	0	5	Replace after 20 years	\$ 600	\$ 3,000
Fencing*	lin m	50	0	450	40	1020	450	2010	Replace after 10 years	\$ 80	\$ 160,800
Safety railings*	lin m	150	0	0	350	200	0	700	Replace after 10 years	\$ 100	\$ 70,000
Bollards*	ea.	7	2	13	5	10	8	45	Replace after 30 years	\$ 400	\$ 18,000
Benches*	ea.	4	0	19	6	7	5	41	Replace after 20 years	\$ 2,500	\$ 102,695
Picnic Tables*	ea.	2	0	0	2	0	0	4	Replace after 20 years	\$ 2,500	\$ 10,000
Washrooms (Porta potty with surround)*	ea.	2	0	0	2	0	0	4	Replace after 30 years	\$ 4,000	\$ 16,000

*Quantities estimated based on descriptions in Park Masterplan

Figure 4.1: Amenity Replacement Schedule and Costs

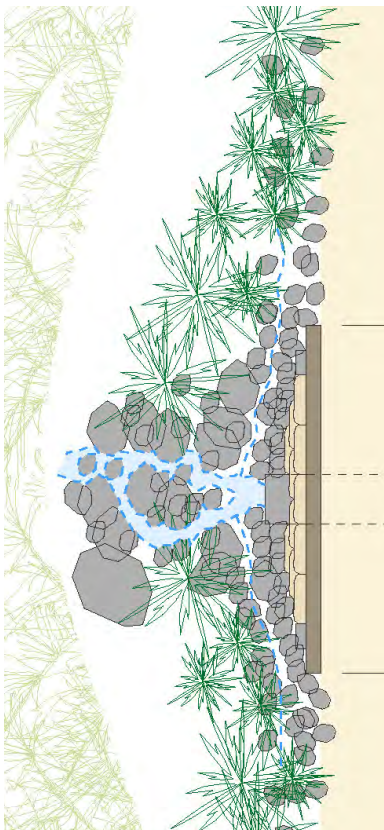
4.2 Infrastructure and Encumbrances

The Phased Development Agreement identifies several easements and licences that allow for public infrastructure and private uses within the future Regional Park. Associated long-term implications for park management and operations are discussed below.

4.2.1 Sanitary Sewer Right-of-Way (SRW)

To maximize efficiency in the sanitary sewer system and to minimize long-term infrastructure maintenance costs, a sanitary trunk main is proposed within the Regional Park for a 1 km stretch along the east side of Enos Lake.

The Sanitary Sewer Right-of-Way (SRW) is planned to be paired with a portion of the Multi-use Trail (2.5-3.0 m wide) for a distance of 450 m between Schooner Cove Drive and the proposed Lake House Community Centre. Southeast from the Lake House, the SRW continues along a portion of Walking Trail (1.5-2.25 m wide) for a distance of 650 m. The SRW is illustrated in the Park Master Plan (PDA Schedule F) and the Infrastructure Phasing Plan (PDA Schedule G).



Rainwater Creek Detail from Masterplan

Management Recommendation:

RDN Parks will work collaboratively with RDN Wastewater Services to:

- Coordinate service schedules and protocols for joint use of the SRW as park trail and infrastructure.

4.2.2 Stormwater Mitigation

As a Best Management Practice in stormwater management, 12 to 14 **rainwater creeks** and two to four **regional rain gardens** will be constructed within the Regional Park to convey and filter stormwater run-off from development areas into Enos Lake, as directed by the Integrated Stormwater Management Plan or ISMP (PDA Schedule DD). The proposed location of these stormwater mitigation features is illustrated in the Infrastructure Phasing Plan (PDA Schedule G).

The rainwater creeks, built of rocks and gravel, will follow natural contours with pools and cascading sections to aerate run-off water. The vegetated rain gardens will be engineered to filter and mitigate run-off. Over time, with proper monitoring and maintenance, these engineered features will naturalize and provide habitat value for the Regional Park.

Management Recommendations:

RDN Parks will work collaboratively with RDN Water & Utility Services in order to:

- Coordinate maintenance and monitoring responsibilities for stormwater mitigation features within the Regional Park.
- Support Watershed Performance Indicator reviews every five years, as directed by the ISMP.

4.2.3 Easement for Golf Course Irrigation (Enos Lake)

An existing water license on Enos Lake allows for the withdrawal of up to 173,000 cubic metres of water by the owners of Fairwinds for irrigation of the Fairwinds Golf Course. According to the Integrated Stormwater Management Plan (PDA Schedule DD), current withdrawals are approximately 56% of the amount allowed by the active water license.

Water is currently withdrawn from Enos Lake from a submerged intake and overland pipe (which will be buried during development) to Dolphin Lake. The “Irrigation Works” (as described in PDA Schedule N) include a pump house on the west side of Enos Lake, as well as a dam, outlet and weir. The ISMP recommends long-term water level and water quality monitoring, which are addressed in part by the Enos Lake Monitoring and Protection Program (attached to this report as **Appendix E** and discussed in Section 4.3).

The RDN will grant the Fairwinds owner an easement (PDA Section C.1.9 and Schedule N) to operate, maintain, upgrade and replace the irrigation system for the Fairwinds Golf Course at the time of transfer of the Enos Lake bed title to the RDN (Phase 2C). The RDN may call upon the Fairwinds owner to provide a release of the easement in the event the water license for golf course irrigation is canceled.

Management Recommendations:

Following easement registration (and easement area designation) at the time of the title transfer of the Enos Lake bed, the RDN Parks will work in collaboration with RDN Water & Utility Services to:

- Manage general park operations and public use in and around Enos Lake in accordance with the terms of the water withdrawal license and the irrigation easement, both held by the developer.
- Support water level monitoring in Enos Lake by the developer, as per the Integrated Stormwater Management Plan.



Enos Lake

4.2.4 Lake House Dock License

The developer will build a 4 m by 7 m dock for boat access on Enos Lake, as well as a 1.75 m wide access trail, in the vicinity of the proposed Lake House Community Centre within one year of Phase 2C subdivision (PDA Sections C.1 and C.5). The RDN will grant a license to the developer—concurrent with the transfer of the Enos Lake Bed title to the RDN—to maintain, upgrade and replace the dock and access path (as necessary and at the developer’s expense) and to utilize up to one-half of the dock for rental and storage of kayaks, canoes and other non-motorized watercraft. Public access to the dock is to be ensured at all times. Long-term public and private access and use of the dock is outlined in detail in the License for Commercial Dock (PDA Schedule O).

Management Recommendation:

Following construction of the Lake House Dock on Enos Lake, transfer of the Enos Lake bed title to the RDN and issuing of the Lake House Dock license to the developer, the RDN Parks department will:

- Manage general park operations and public use of the Lake House Dock on Enos Lake in accordance with the License for Commercial Dock (PDA Schedule O).

4.3 Ecological Protection

Land use and park dedication in the Lakes District Neighbourhood area is based on a framework of environmental conservation. Approximately 40% of the land in the Lakes District will be protected through Regional Park designation. The future park includes key landscape features such as the Notch/Qwiyulass, the Lookout and Enos Lake, and is intended to protect the site’s vulnerable ecosystems such as Garry Oak Meadows, wetlands and steep forested slopes (see **Figure 4.2**).

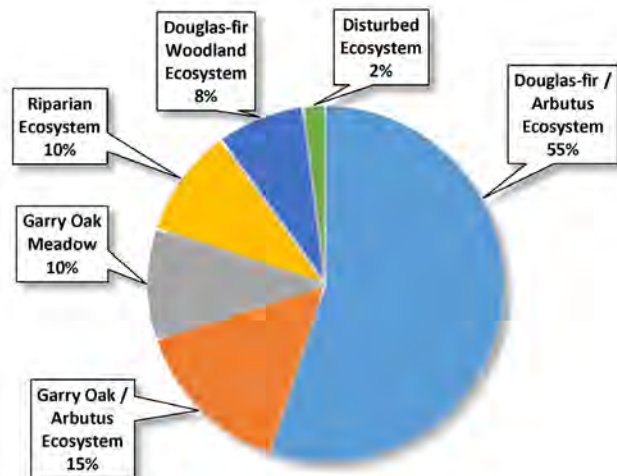


Figure 4.2 Ecosystem Distribution in the Future Regional Park

4.3.1 General Conservation Management

The RDN Parks department will endeavour to protect, restore and enhance the natural environment within the future Regional Park, in accordance with established RDN conservation practices, as well as the vision and objectives established through the Lakes District Neighbourhood Plan (Section 1.6) and subsequent public and stakeholder consultation (Section 1.5).

Park operations procedures for all RDN Regional Parks include conservation efforts such as invasive species monitoring and removal, ecological restoration using native plants and materials, protection of plant communities and habitat through fencing, trail siting and education, and minimal use of amenities (that are built from natural materials when possible).

The future Regional Park is, however, conceptual, and the completion of a Park Management Plan prior to park dedication (as required by the PDA) is unprecedented for the RDN. Although the PDA commits a generous portion of undeveloped land for Regional Park dedication, that land will be affected in the future by adjacent development and increased human use, both inside and outside the Regional Park boundary.

Because management recommendations in this report are based largely on current environmental conditions (and conceptual projections), the RDN Parks Department will need to reassess each portion of the future Regional Park as it becomes developed and transferred in phases.

Management Recommendations:

Following phased subdivision, development and parkland transfer, and in accordance with established management objectives for ecological protection and enhancement of the future Regional Park, the RDN Parks department will:

- Complete environmental assessments for each separate section or phase of Regional Park to establish updated conditions and management procedures.
- Review the developer's Home Owner's Manual (PDA Section D.3) following each phase of development for possible updates to environmental education initiatives.
- Collaborate with the developer, First Nations, stewardship groups, volunteers and other RDN departments to implement ongoing monitoring and management directives as outlined in the PDA and any subsequent assessments and studies.



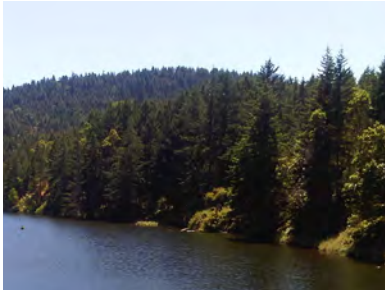
Garry Oak Meadow



Wetlands



Arbutus Forest



Forest Around Enos Lake

4.3.2 Forest Carbon Sequestration

The RDN has committed to making progress towards carbon-neutral operations by investing in local projects to the greatest extent possible. Because the PDA protects forested lands previously slated for development (i.e., prior to the Lakes District Neighbourhood Plan), the future Regional Park provides an opportunity for the RDN to quantify and manage stored carbon as a means of mitigating greenhouse gas emissions.

Management Recommendation:

Following the first phase of subdivision, development and land transfer, the RDN Parks Department will work collaboratively with the RDN Sustainability Department to:

- Prepare a forest carbon management plan that will quantify the carbon sequestered in the Regional Park and provide recommendations on appropriate forest management practices.

4.3.3 Enos Lake Protection and Monitoring Program (ELPMP)

Enos Lake is a small lake (18 ha) in a mostly undeveloped area of the Fairwinds Community within a watershed area of 235 ha. Approximately 86 ha of the watershed will be developed in phases per the Phased Development Agreement. The Enos Lake Protection and Monitoring Program (ELPMP) was developed in accordance with the PDA (Schedule BB) and per the Integrated Stormwater Management Plan or ISMP (PDA Schedule DD).

Whereas the ISMP proposes mitigation of possible effects of future development on Enos Lake through stormwater management design, the ELPMP provides a long-term monitoring framework for those potential effects. It includes: baseline water quality monitoring and assessment; support in the development of site specific Water Quality objectives based on Ministry of Environment (MoE) protocols; and guidelines for invasive species management practices.

Enos Lake monitoring and invasive species management is to be completed by a Qualified Environmental Professional (QEP) on behalf of the developer during phased development and one year post development (within the 20-year term of the Phased Development Agreement). Monitoring results will be provided to the RDN and all relevant stakeholders annually; an engineer's report on ISMP performance based on ELPMP results will be submitted to the RDN by the developer for each subdivision application. Should ELPMP data indicate that water quality objectives are not being met, a third-party assessment by a QEP will be completed to identify actions that could be applicable to future development phases.

The ELPMP will be included to this report as **Appendix E** upon completion.

Management Recommendation:

The RDN will work collaboratively with the developer at the time of subdivision and development to:

- Support the management of Enos Lake according to the Enos Lake Protection & Monitoring Plan.

4.3.4 Garry Oak Meadows Management Plan (GOMMP)

The future Regional Park has seven Garry oak ecosystem areas, with a total extent of approximately 15 ha. Within the local context of Nanaimo/ Nanoose, this area represents approximately 5% of the remaining coverage of this ecosystem type. The future Regional Park lies within the northernmost tip of the native Garry oak range. This sensitive habitat hosts a mix of vegetation consisting primarily of Garry oak, Arbutus, Ocean-spray, Common camas, mosses and lichens.

The need for a Garry Oak Meadows Management Plan (GOMMP) was identified in a 2010 Environmental Impact Assessment completed for the Lakes District Neighbourhood Plan. The GOMMP was completed in May 2015 in accordance with the PDA (Schedule AA) and includes invasive species management practices and a monitoring program linked to an adaptive management decision framework.

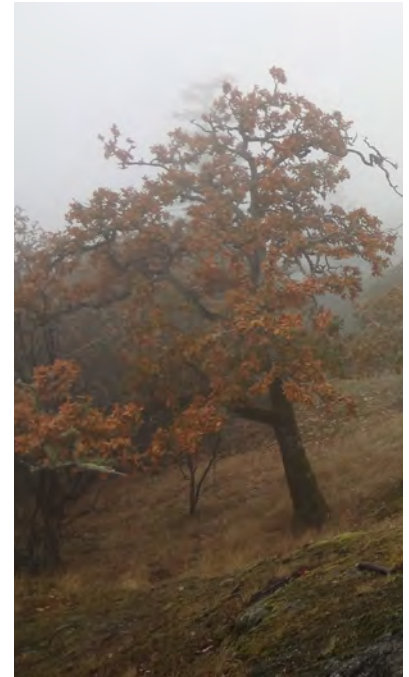
Garry oak meadows monitoring and invasive species management in the future Regional Park is to be completed by a Qualified Environmental Professional (QEP) on behalf of the developer during phased development and up to three years post development (within the 20-year term of the Phased Development Agreement). Seasonal monitoring reports will be submitted to the RDN for review.

The GOMMP is attached to this report as **Appendix F**.

Management Recommendation:

The RDN will work collaboratively with the developer at the time of subdivision and development to:

- Support the management of the Garry oak ecosystem within the future Regional Park according to the Garry Oak Meadows Management Plan.



Garry Oak Meadow

4.4 Low-impact Recreation

Recreational uses within the future Regional Park are, for the most part, directed by conservation initiatives outlined in the PDA, as well as trail classification and amenity design in the Park Masterplan (PDA Schedule F). The RDN Parks Department will manage the future Regional Park in accordance with PDA requirements and RDN Park Use Bylaw 1399 regulations.

Sensitive ecosystems in the park will be protected through fencing and appropriate trail siting at the time of park development. Park amenities—which include multi-use and hiking trails, benches, picnic tables, information kiosks and docks—will accommodate low-impact activities such as hiking, cycling on multi-use trails, swimming nature appreciation and education. These uses are generally consistent with public desires for the future Regional Park, per the input from the first Open House and Public Survey completed for this Management Plan (Section 1.5 and **Appendix A**).

Several suggested park uses—based on Open House and Survey feedback—were either contentious among RDN residents, incompatible with conservation objectives and amenities set out in the PDA, or unaddressed by the PDA. These include equestrian use, mountain biking, dog walking, swimming and watercraft use in Enos Lake, and ATV use. Whereas the use of motorized vehicles, including motorbikes and ATVs, is prohibited in all RDN Parks (Bylaw 1399), the other listed uses are permissible but regulated by separate park management directives for each park.

4.4.1 Equestrian Use

Although horse-back riding has not been observed nor reported as a current recreation activity within the Lakes District Neighbourhood Plan area, approximately 10% of the Public Survey respondents (14 out of 126) listed “equestrian use” as a desirable recreation activity in the future Regional Park. RDN Park Use Bylaw 1399 does permit horses on designated trails, but generally prohibits any equestrian use that may damage natural site features or amenities.

Trails within the future Regional Park are not intended for equestrian use. The 2km stretch of Multi-use trail (Trail Type 1), which connects two major roadways along a narrow corridor on the east side of Enos Lake, is designated for walking, cycling and wheel-chair access only. Other trails in the future Regional Park (Types II and III) are narrow trails through natural areas that are intended for walking and hiking.

Management Recommendation:

Following phased subdivision, development and parkland transfer, the RDN Parks department will:

- Prohibit equestrian use within the future Regional Park.

4.4.2 Mountain Biking / Cycling

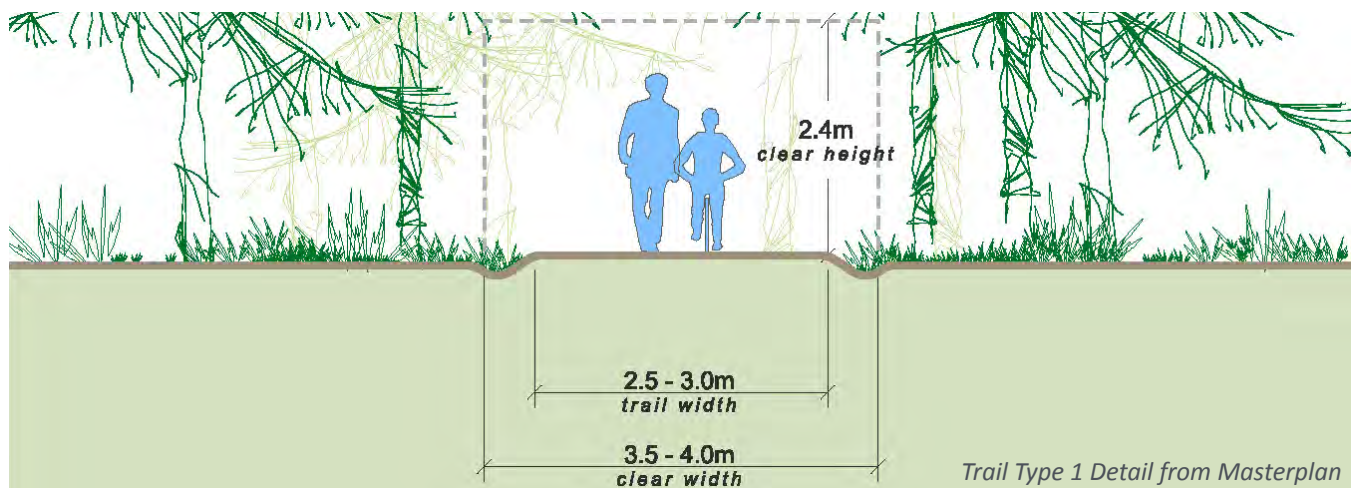
Mountain biking currently takes place in the Lakes District area, including the summit of the Notch/Qwiyulass where damage from bike use is evident. Approximately 30% of Public Survey participants (42 out of 126) also listed “mountain biking” as a desirable recreation activity in the future Regional Park. RDN Parks Bylaw 1399, however, prohibits any biking activity that may damage natural site features, and permits cycling / mountain biking on designated trails only.

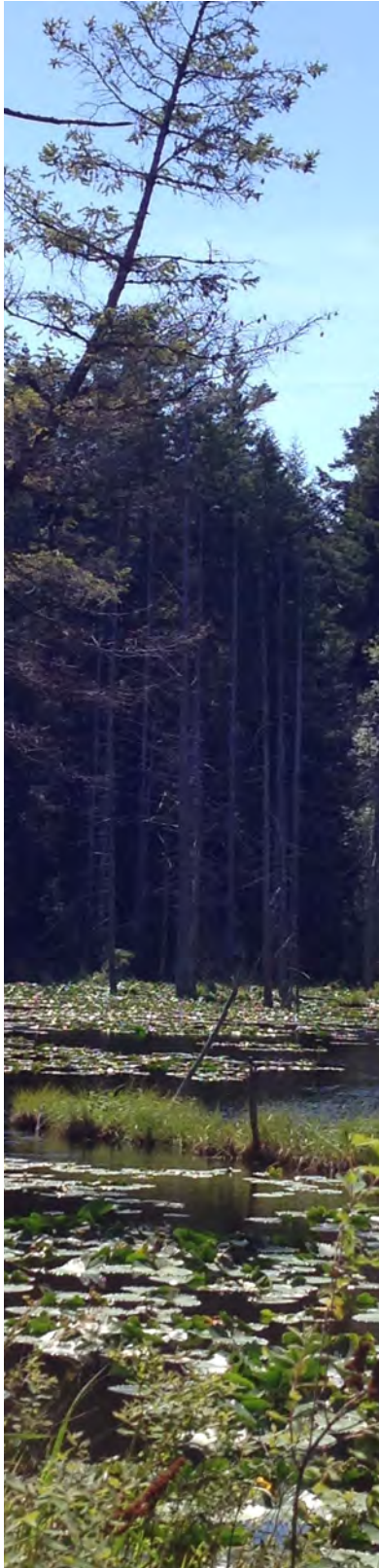
Due to the sensitive nature of the ecosystems found throughout the future Regional Park—particularly the Garry oak meadows and steep rocky slopes at Enos Lake—mountain biking, and cycling in general, will be permitted on the Multi-Use Trail (Trail Type I), located along the east shore of Enos Lake. Other trails will be evaluated for biking suitability at the time of Regional Park development.

Management Recommendation:

Following phased subdivision, development and parkland transfer, the RDN Parks department will:

- Permit cycling / mountain biking in the future Regional Park on Multi-Use Trail (Trail Type I).





Wetland

4.4.3 Dog Management

Based on feedback from the first Open House and Public Survey, dog-walking is one of the most contentious topics for recreation management in the future Regional Park: 38% of survey respondents requested on-leash dog walking; 26% requested off-leash dog walking; and another 6% requested that dogs be prohibited from the park.

RDN Park Use Bylaw 1399 generally allows for off-leash dog-walking as long as the dog is effectively controlled and not allowed to run or roam at large, cause annoyance or injury to wild animals or park visitors, or damage natural park features and common facilities. A leash must be used if the dog cannot be effectively controlled along designated trails.

The Park Use Bylaw also allows for special restrictions on dog use as regulated by posted signage. This is typically employed in conservation areas with sensitive habitat, as directed by ecological assessments. Areas within the future Regional Park that may require such restrictions include Garry oak meadows, wetlands, the Notch / Qwiyulass summit and the Lookout summit. Until further detailed assessment is completed following development and land transfer, the RDN will permit controlled dog-walking, either on-leash or off-leash, on park trails only.

Management Recommendations:

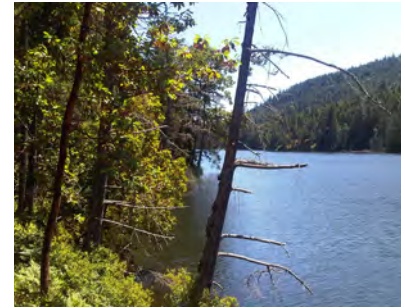
Following phased subdivision, development and parkland transfer, the RDN Parks Department will:

- Permit controlled dog use (either on-leash or off-leash), on all park trails without posted restrictions, as outlined in Section 5.9 of RDN Park Use Bylaw 1399.
- Complete environmental assessments for each separate portion of Regional Park to assess the need to restrict dog use on trails within sensitive areas.

4.4.4 Enos Lake Use

More than half the Public Survey respondents listed swimming and non-motorized boating as a desired recreation activities in the future Regional Park. Swimming and non-motorized boating are generally permitted in all Regional Parks, unless otherwise posted. The RDN parks department does not, however, provide lifeguard supervision so park visitors must assume their own risk.

The same general policy will apply for Enos Lake after the title of the lake shore and lake bed are transferred to the RDN over four development phases. Areas off limits to swimming and boating will include a 5 m buffer around existing “Irrigation Works” (pump house, dam, weir and outlet) on the west and north sides of the lake, as per the irrigation easement (PDA Schedule N). Public access restrictions will also apply to the portion of the future Lake House Dock designated for private use, as per the Lake House Dock license (PDA Schedule O).



Enos Lake

Although the water quality in Enos Lake is currently suitable for swimming, future restrictions or warnings may be issued based on water quality testing, as directed by the Enos Lake Protection and Monitoring Program (**Appendix E**).

Management Recommendations:

Following phased subdivision, development and parkland transfer, the RDN Parks department will:

- Permit swimming and non-motorized boating in all unrestricted areas of Enos Lake, without lifeguard supervision, and unless otherwise posted.
- Prohibit swimming and non-motorized boating within 5m of “Irrigation Works”, as described in the Easement for Golf Course Irrigation.
- Manage public water access from the Lake House Dock so as not to interfere with private dock use, as described in the Lake House Dock License.



Wildflowers near Enos Lake



Forest on the Notch / Qwiyulass

4.4.5 Fire Risk Management and Services

Campfires will be prohibited at the future Regional Park in accordance with Park Use Bylaw 1399. Wildfire risks in the future Regional Park will, however, increase with neighbourhood development, increased human activity, and climate change. The Nanoose Volunteer Fire Department (NVFD) anticipates the need for future fire protection services in the Lakes District—as outlined in the NVFD Fire Protection Services Study (PDA Section C.3.34)—and is eager to work with the RDN Parks Department on a fire management and services strategy for the future Regional Park.

Management Recommendation:

Following the first phase of subdivision registration and parkland dedication, the RDN Parks Department will work in partnership with the Nanoose Volunteer Fire Department to:

- Prepare a wildfire management plan that addresses fuel management and service access routes and provides strategies that are compatible with conservation management objectives.

4.5 Collaborative Stewardship

Public and stakeholder consultation processes for the Lakes District Neighbourhood Plan and this management plan have shown that Nanoose residents and the larger RDN community care deeply about protecting the natural environment in the Lakes District. Their commitment and determination have shaped land use designations for the Lakes District and they will continue to play an important role in the stewardship of the future Regional Park.

4.5.1 First Nations Partnership

The Lakes District Neighbourhood Plan area is located within the traditional territory of the Snaw-naw-as First Nation. Before European settlement, the area was used by Snaw-naw-as for hunting, plant gathering, and watching for approaching enemies—Qwiyulass (the Snaw-naw-as name for the Notch) is a hul'qumi'num term that means “the watch.”

The land within the future Regional Park, especially the Notch/Qwiyulass, has significant cultural meaning for the Snaw-naw-as community. It is a sacred area where traditional teachings and rituals continue to be practiced, and it will be protected accordingly through the ongoing partnership between Snaw-naw-as and the RDN.

During the planning processes for the Lakes District Neighbourhood Plan and the Zoning Amendment Application, the Snaw-naw-as First Nation played

a pivotal role in the protection of the Notch/Qwiyulass summit within the future Regional Park through zoning and a No Build Covenant (CA3917284). Chief David Bob and Elders Anne and Jim Bob also provided valuable input during the preparation of this management plan. The RDN will continue to work collaboratively with Snaw-naw-as on future park initiatives including historical recognition, cultural protection and ecological stewardship.

Management Recommendations:

During subdivision, development, land transfer and long-term Regional Park management, the RDN will:

- Collaborate with Snaw-naw-as to determine the need for protection of cultural areas during Regional Park development.
- Provide opportunities for amenity design or artwork by Snaw-naw-as community members during Regional Park development.
- Collaborate with Snaw-naw-as on the production of interpretive park signage pertaining to Snaw-naw-as history and culture.
- Support ongoing Snaw-naw-as participation in ecological stewardship and cultural programming in the future Regional Park.

4.5.2 Stewardship Groups and Volunteers

Due to limited staff resources, the RDN Parks Department relies on support from individual volunteers and stewardship groups for general park monitoring and ecological initiatives. Examples include wildlife monitoring by Ducks Unlimited at the Little Qualicum River Estuary Regional Conservation Area, and native plant restoration work by the Nanaimo and Area Land Trust at Mount Benson Regional Park. A Volunteer Park Warden Program for Regional Parks was initiated in 2011 with volunteer wardens currently stationed at Englishman River Regional Park and the Arrowsmith CPR Regional Trail. Park warden tasks include monitoring trail conditions and light litter removal.



Existing Path

Approximately half of the open house and public survey participants (Section 1.5) expressed an interest in helping with park stewardship. Because of the size and complex layout of the future Regional Park in the Lakes District, the RDN Parks Department will consider extending the Volunteer Park Warden program into this Regional Park for monitoring of park and trail conditions. There is also a significant need for involvement from local stewardship groups for the rehabilitation work in conjunction with the management of Garry Oak meadows.

Management Recommendations:

Following phased development and parkland transfer, the RDN Parks department will:

- Solicit help from local stewardship groups for invasive weed management and restoration work in Garry Oak Meadows, as directed by the Gary Oak Meadows Management Plan (**Appendix E**).
- Implement a Volunteer Parks Warden program for general monitoring and reporting of park and trail conditions, as needed.



Existing Trail to the Notch / Qwiyulass

5.0 Summary of Recommendations

This section summarizes all recommended actions and policies for park development and management, discussed in previous sections of this plan (Sections 3 and 4), in the following five tables:

PARK DEVELOPMENT					
Plan Section	Issue		Recommendation	Who	When
3.2	Amenity Implementation	a	Determine final park boundaries through survey work and staking.	Developer; RDN Parks; RDN Planning	Subdivision; Development
		b	Design and site all amenities in accordance with the Park Masterplan guidelines, the PDA and RDN Parks standards.	Developer; RDN Parks	Subdivision; Development
		c	Ensure that quantities, materials and designs are adequate and sustainable in terms of site and visitor requirements and long-term staff and budget constraints.	Developer; RDN Parks	Subdivision; Development
3.4.2	'Notch Summit' Dedication and Access	a	Continue stat right-of-way to ensure trail and service vehicle access to the 'Notch Summit' if completion of Sub-Phase 4C does not occur pursuant to the 20-year term of the PDA.	Developer; RDN Planning; RDN Parks	At PDA expiry (2034)
3.4.3	Option to Purchase Lands	a	Commit the estimated \$1.1 million total for both Option to Purchase Lands within the Five-year Financial Plan for Regional Parks.	RDN Parks	2015-2020
		b	Pursue acquisition of the Notch Option to Purchase Lands within five years of first subdivision registration, subject to Board approval.	RDN Parks	Within 5 years of Phase 1A subdivision
		c	Pursue acquisition of the Lookout Option to Purchase Lands within three years of Phase 1E subdivision, subject to Board approval.	RDN Parks	Within 3 years of Phase 1E subdivision
3.4.4	Parkland Dedication Amendment	a	Implement any parkland dedication amendments—including reduced park size and altered boundaries—in accordance with conservation objectives as per Lakes District Neighbourhood Plan, PDA, and all associated documents.	Developer; RDN Planning; RDN Parks; MOTI	Subdivision

PARK MANAGEMENT: INFRASTRUCTURE AND ENCUMBRANCES					
Plan Section	Issue	Recommendation		Who	When
4.2.1	Joint Sanitary Sewer Right-of-Way and Trail	a	Coordinate service schedules and protocols for joint use of SRW as infrastructure and trail.	RDN Parks; RDN Wastewater Services	Phase 2A subdivision
4.2.2	Stormwater Mitigation	a	Coordinate maintenance and monitoring responsibilities for stormwater mitigation features between RDN Parks and RDN Water & Utility Services.	RDN Parks; RDN Water & Utility Services	Phase 1B subdivision
		b	Support Watershed Performance Indicator reviews every five years, as directed by the ISMP.	RDN Parks; RDN Water & Utility Services	Every 5 years after Phase 1B
4.2.3	Easement for Golf Course Irrigation	a	Manage general park operations and public use in and around Enos Lake in accordance with the terms of the water withdrawal license and the irrigation easement, both held by the Developer.	RDN Parks; Developer	Ongoing after Phase 2C
		b	Support water level monitoring in Enos Lake by the Developer, as per the Integrated Stormwater Management Plan.	RDN Parks; Developer; RDN Water & Utility Services	Ongoing after Phase 2C
4.2.4	Lake House Dock License	a	Manage general park operations and public use of the Lake House Dock on Enos Lake in accordance with the License for Commercial Dock (PDA Schedule O).	Developer; RDN Parks	Ongoing after Phase 2C

PARK MANAGEMENT: ECOLOGICAL PROTECTION					
Plan Section	Issue	Recommendation		Who	When
4.3.1	General Conservation Management	a	Complete environmental assessments for each separate section or phase of Regional Park, following land transfer and amenity construction, to establish updated conditions and management procedures.	RDN Parks; Consultant	After each phase of development
		b	Review the developer's Home Owner's Manual (PDA Section D.3) following each phase of development for possible updates to environmental education initiatives.	Developer; RDN Parks	After each phase of development
4.3.2	Forest Carbon Sequestration	a	Prepare a forest carbon management plan that will quantify the carbon stored in the Regional Park and provide recommendations on appropriate forest management.	RDN Parks; RDN Sustainability	Following Phase 1A development
4.3.3	Enos Lake Protection and Monitoring	a	Support the management and monitoring of Enos Lake by the Developer according to the Enos Lake Protection and Monitoring Program.	Developer; RDN Parks; RDN Water & Utility Services	Ongoing after Phase 2C
4.3.4	Garry Oak Meadows Management	a	Support the management of the Garry Oak ecosystem within the future Regional Park by the Developer and stewardship groups according to the Garry Oak Meadows Management Plan.	Developer; RDN Parks; Stewardship groups	Ongoing after Phase 1A

PARK MANAGEMENT: LOW-IMPACT RECREATION

Plan Section	Issue	Recommendation		Who	When
4.4.1	Equestrian Use	a	Prohibit equestrian use within the future Regional Park	RDN Parks	Ongoing after Phase 1A
4.4.2	Cycling	a	Permit cycling / mountain biking in the future Regional Park on Multi-Use Trail (Trail Type I).	RDN Parks	Ongoing after Phase 1A
4.4.3	Dog-walking	a	Permit controlled dog-use (either on-leash or off-leash), on all park trails without posted restrictions.	RDN Parks	After each phase of development
		b	Complete environmental assessments for each separate section or phase of Regional Park (as in Section 4.3.1) to assess the need for restricted dog use in sensitive areas.	RDN Parks; Consultant	Ongoing after Phase 1A
4.4.4	Enos Lake Use	a	Permit swimming and non-motorized boating in all unrestricted areas of Enos Lake, unless otherwise posted.	RDN Parks	Ongoing after Phase 2C
		b	Prohibit swimming and non-motorized boating within 5m of "Irrigation Works", as described in the Easement for Golf Course Irrigation (PDA Schedule N).	RDN Parks	Ongoing after Phase 2C
		c	Manage public water access from the Lake House Dock so as not to interfere with private dock use, as described in the Lake House Dock License (PDA Schedule O).	RDN Parks	Ongoing after Phase 2C
4.4.5	Fire Management	a	Prepare a wildfire management plan that addresses fuel management and service access routes and provides strategies that are compatible with conservation management objectives.	RDN Parks; Fire Department	Phase 1A development

PARK MANAGEMENT: COLLABORATIVE STEWARDSHIP

Plan Section	Issue	Recommendation		Who	When
4.5.1	First Nations Partnership	a	Collaborate with Snaw-naw-as to determine the need for protection of cultural areas during Regional park development.	RDN Parks; Snaw-naw-as; Developer	Development
		b	Provide opportunities for amenity design or artwork by Snaw-naw-as community members during Regional Park development.	RDN Parks; Snaw-naw-as; Developer	Development
		c	Collaborate with Snaw-naw-as on the production of educational park signage pertaining to Snaw-naw-as history and culture.	RDN Parks; Snaw-naw-as; Developer	Development
		d	Support ongoing Snaw-naw-as participation in ecological stewardship and cultural programming in the future park.	RDN Parks; Snaw-naw-as	Ongoing after Phase 1A
4.5.2	Volunteers	a	Implement a Volunteer Park Warden program for general monitoring of park and trail conditions, as needed.	RDN Parks; Volunteers	Ongoing after Phase 1A
4.5.2	Stewardship Groups	a	Solicit help from local stewardship groups for invasive weed management and restoration work in Gary Oak Meadows.	Developer; RDN Parks; Steward groups	Ongoing after Phase 1A

