

**REGIONAL DISTRICT OF NANAIMO
ELECTORAL AREA 'B' PARKS AND OPEN SPACE ADVISORY COMMITTEE
AGENDA**

Monday, October 7, 2019

10:30 A.M.

Gabriola Arts Centre

Pages

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. INTRODUCTIONS**
 - 3.1 Yann Gagnon, new Manager of Parks Services**
- 4. ADOPTION OF MINUTES**
 - 4.1 Electoral Area B Parks and Open Space Advisory Committee Meeting - June 17, 2019** **2**

That the minutes of the Electoral Area B Parks and Open Space Advisory Committee meeting held June 17, 2019, be adopted.
- 5. DELEGATIONS**
- 6. CORRESPONDENCE**
 - 6.1 R. Brockely, re: Gabriola Land & Trails Trust Update for POSAC** **5**
- 7. UNFINISHED BUSINESS**
- 8. REPORTS**
 - 8.1 Parks Summer 2019 Update Report** **7**

That the Parks Summer 2019 Update Report be received as information.
- 9. BUSINESS ARISING FROM DELEGATIONS**
- 10. NEW BUSINESS**
- 11. ADJOURNMENT**

**REGIONAL DISTRICT OF NANAIMO
MINUTES OF THE ELECTORAL AREA B PARKS AND OPEN SPACE ADVISORY
COMMITTEE MEETING**

**Monday, June 17, 2019
6:00 P.M.
Gabriola Arts Centre**

In Attendance:	Director V. Craig	Chair
	D. Kilbourn	Gabriola Recreation Society
	K. Clifford	Member at Large
	T. Gambrill	Member at Large
	C. McMahon	Member at Large
	T. Wojcik	Member at Large
Regrets:	R. Brockley	Member at Large
Also in Attendance:	E. McCulloch	RDN Parks Planner

CALL TO ORDER

The Chair called the meeting to order, welcomed the public and acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

APPROVAL OF THE AGENDA

It was moved and seconded that the agenda be approved with the following additions: under Delegations - Nick Doe RE: 707 Community Park signage Update and under Reports - Directors Report.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Electoral Area B Parks and Open Space Advisory Committee Meeting - February 4, 2019

It was moved and seconded that the minutes of the Electoral Area B Parks and Open Space Advisory Committee meeting held February 4, 2019 be adopted.

CARRIED UNANIMOUSLY

INVITED PRESENTATIONS

D. Kilbourne, Gabriola Recreation Commission

D. Kilbourn gave a presentation on behalf of the Gabriola Recreation Commission (GRS) providing an overview of the programs being offered, the Role of GRS, and long-range visioning for parks and recreation facilities.

R. Brockley, Gabriola and Area Land and Trails Trust

R. Brockley gave a presentation on behalf of the Gabriola and Area Land and Trails Trust (GaLTT) highlighting the ongoing projects including invasive species control, accessibility survey, conservation covenants, 707 Community Park signage, mapping project, trail building and maintenance, and community engagement.

DELEGATIONS

D. Walkley, McConvey Road Paving Society, RE: Request for Regional District of Nanaimo contribution towards McConvey Road Chip-sealing Upgrade Project

D. Walkley gave a presentation requesting an Regional District of Nanaimo Parks contribution towards chip-sealing McConvey Road. The Ministry of Transportation and Infrastructure (MoTI) has declined the group's request for them to chip-seal McConvey Road, therefore the group is collecting a \$4,500 contribution from each land owner along the road to have it privately paved (MoTI has provided permission for this). Two of the properties along the road are Regional District of Nanaimo Parks: Cox Community Park and Descanso Bay Regional Park.

N. Doe, re: 707 Community Park Signage

N. Doe gave a presentation highlighting his concern that the 707 Community Park property addition will impact the ecological integrity of the Coats Marsh ecosystem. He requests that the Regional District of Naniamo considers this impact when installing signs in the park land addition. He would like the signage plan to be developed through public consultation and input.

CORRESPONDENCE

It was moved and seconded that the following correspondence be received for information:

N. Doe, re: Coats Marsh Regional Park and the Potlatch Density Additions

R. Brockley, re: Gabriola Island, Coats Marsh Regional Park and 707 Community Park Additions

T. Cameron, Gabriola Resident, re: Improvements for Accessibility at Descanso Bay Regional Park

A. McLuckie, Gabriola Softball Association, re: Rollo McClay Sidewalk Upgrade

W. Boyte, Gabriola Resident, re: Disc Golf at 707 Community Park

L. Young, Gabriola Resident, re: Bell's Landing

CARRIED UNANIMOUSLY

REPORTS

Parks Update Report – January to March 2019

It was moved and seconded that the Parks Update Report – January to March 2019 be received as information.

CARRIED UNANIMOUSLY

5-year Project Plan - Electoral Area B Spring 2019

D. Kilbourn reported that the Gabriola Skatepark campaign signs are now outdated and should be replaced/removed.

It was moved and seconded that the 5-year Project Plan: 2020-2024 for Community Parks in Electoral Area B be approved with the addition of Rollo Park Management Plan to 2022, the addition of Disk Golf feasibility assessment to Additional Project Suggestions, and the transfer of Bells Landing Water Access Boat Launch Feasibility Study from 2022 to Additional Project Suggestions.

CARRIED UNANIMOUSLY

Directors Report

Director Craig provided a verbal report on the following:

The Regional District of Nanaimo Board approved terms of reference for a new Parks and Trails Strategic Plan. The strategic plan process will include examination and evaluation of parks services, creation of an implementation plan, clarification of goals and action items, development of a service model, and emphasis on financial sustainability. The process will involve consultation and engagement with the public, stakeholders, partners and other government agencies.

The Regional District of Nanaimo Board Strategic Plan for 2019-2022 has been approved. The Plan includes the board's vision, mission, and goals, and it will serve as the basis for directing policy and regulatory decisions as well as driving Regional District of Nanaimo staff in the delivery of plans, projects, and services. The vision is for the region is to protect natural assets, respect diverse communities, and enhance the well-being of all residents.

A Development Cost Charge (DCC) study for regional parkland acquisitions and improvements for community parks in five of the seven Electoral Areas has been initiated.

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 8:25PM

CHAIR

Gabriola Land & Trails Trust Update for POSAC

October 7, 2019

New GaLTT Map

GaLTT published the new edition of our popular trail map in early August and sales have been brisk. The new map has the same basic format as previous map editions, but contains several improvements such as:

- a large insert map of the newly expanded 707 Community Park, with trail names, locations of numbered posts, and differentiation between side and main trails;
- several new trails created by GaLTT volunteers during the past three years;
- special notation for trails on private land (e.g., trail licences);
- special notation of lands held in trust for Snuneymuxw First Nation along with Hul'q'umin'um' place names;
- updated descriptions of popular walks.

Accessibility Survey

The analysis of the Accessibility Survey undertaken during the spring of 2019 has taken longer than expected, largely due to the priority given to printing the new edition of the GaLTT map. Given the survey's broad scope (both water and trail mobility issues were included), the analysis is quite complex. GaLTT has recently contracted with Wave Consulting (Dyan Dunsmoor-Farley) to complete the analysis and write a final report. GaLTT hopes that the information obtained from the survey will be useful for setting priorities and planning future projects.

Conservation Planning

Given GaLTT's motto to **Conserve + Connect**, we recently began a planning process that will focus on identifying priority areas on Gabriola for conservation and/or trail connections. Conservation could be by acquisition, conservation covenant, donation, bequest or landowner education. Trail connections could be a right-of-way (ROW), trail licence or some other method. The assessment criteria have been identified and the next step will be a map exercise eyeing Gabriola Island through the lens of these criteria.

Beach Access

Gabriola Island is blessed with several public accesses to the shoreline. Over the years, many of these accesses have been developed by either the RDN or GaLTT for public use, and GaLTT maintains many of the access trails. GaLTT is currently in the process of building and replacing several missing yellow public access markers on developed accesses. We are also surveying undeveloped accesses to ascertain whether there is potential for future development.

Trail Building and Maintenance

GaLTT continues with our twice-monthly volunteer work parties to undertake trail maintenance activities on island trails. We recently received a grant from the Gabriola Recreation Society to partially fund a trail upgrade between Peterson Road and McDonald Road through an area that floods during the winter months. The project goal was to construct an elevated boardwalk in order to provide year-round pedestrian and bicycle use on the entire length of this important connector trail. GaLTT members contributed a total of 69 hours of volunteer labour to complete this project. Work consisted of pre-building wooden frames, transporting to the site, leveling with concrete blocks, attaching surface boards, and building gravel ramps with handrails. In total, approximately 230 feet of new boardwalk was constructed and installed.

A new trail was recently built parallel to the linear Seymour Road Community Park, on the private ROW of the Seymour strata association (with permission). The new trail allows trail connection between existing trails on Federal Crown land and Seymour Road.

Community Engagement

GaLTT hosted four separate events this summer. A forest bathing walk and rockhound (geology) event were held in July and a night walk and night cycle were held in August. GaLTT had a table at the Farmer's market each Saturday throughout the summer and every 2nd Saturday during the fall. Plans are underway to host frequent weekend walks throughout the winter.

Invasive Species

Several work parties were held during the summer months to remove Tansy ragwort. This invasive species has spread rapidly throughout the island during the past couple of years. Another volunteer effort was dedicated to removing English ivy from one of our conservation covenant properties.

Planning has begun on developing a clear strategy for addressing invasive species issues. The strategy will include planning (including mapping, prioritizing, and monitoring), education/communication, and action on the ground. The strategy would include GaLTT's current Scotch broom removal efforts would also likely include action on other invasive species.

Strategic Plan Review

GaLTT's current 5-year strategic plan (2015-2020) is due for an update. A facilitated 1-day workshop open to all GaLTT members will be held on November 23rd. We'll look at the current strategic plan, review progress on priority issues, and identify areas in which more efforts are needed.

Rob Brockley

President, Gabriola Land & Trails Trust

TO: B POSAC, EW/PV POSAC, E POSAC, F POSAC, G POSAC, H POSAC, EA A Parks, Recreation and Culture Commission, Electoral Area Services Committee, Regional Parks and Trails Select Committee **MEETING:** October 8, 2019

FROM: Yann Gagnon
Manager of Parks Services

SUBJECT: Parks Summer 2019 Update Report

RECOMMENDATION

That the Parks Summer 2019 Update Report be received as information.

SUMMARY

Parks staff continue to work on projects identified in the 2019 Parks Work Plan and the RDN Operational Plan.

Mount Benson Parking Facilities RP-S4-1.20

Substantial completion of the new parking lot was reached on June 17th and it was opened to the public on June 19th. A temporary connector trail was provided to take visitors from the new parking lot to the existing trail system while the official new trail was constructed taking visitors up to the park. The new trailhead was completed on June 28th. Final touches on the new trail are being completed along with mapping updates and signage.

Benson Creek Falls Facilities RP-S2-3.7

A Stage 2 grant application for the Economic Infrastructure and Innovation Program for the parking lot, bridge and descent to the falls will be submitted for a September 30th application deadline. This application will include more detailed design and costing information as well as a high-level marketing plan for the Park. If successful, the grant will be in the amount of up to \$103,125.

Trail from Horne Lake and Heritage Designation RP-S4-1.12

A meeting with Mosaic Forest Management will be organized in order to proceed with the creation of a MoTI supported dedication plan for the 1911 gazetted Horne Lake and Alberni Road, the proposed trail route between Horne Lake Regional Park and the ACRD border. In June 2019 a land consultant agent hired by RDN Parks was assigned the file. The project surveyor remains available to undertake the road dedication work, and the 2019 budget for the services is in place. In May 2019, The Ministry of Forests, Lands, Natural Resource Operations and Rural Development Heritage Branch advised that there are no formal programs in place at this time to officially designate a heritage trail. Following the survey work, meetings will take place with the applicable First Nation communities and the ACRD to determine an appropriate name for the future trail to be used by the RDN and ACRD.

Parks and Trails Strategic Plan

A request for Proposals for the Parks and Trails Strategic Plan was issued on June 6th with a submission deadline of July 18th. The project was awarded to the consulting firm Lees and Associates Consulting and the project has now commenced.

Community Parks and Trails

EA B - Huxley Community Park Projects RP-S4-1.2

Phase 2 and 3 Construction Drawings

An Islands Trust Development Variance Permit was approved for the variances requested to construct the skate park and parking lot with the following conditions: a reduction in the number of trees to be removed in Phase 2 by reducing the footprint of the parking lot, and a tree-planting plan to replace the trees that need to be removed for Phase 2 (either at Huxley park or in an alternate RDN park on Gabriola). Construction drawing revisions are underway to accommodate the DVP conditions.

EA B - Village Way Pathway

A first draft of a project management plan has been received from MoTI's active transportation consultant, with associated signage and operations plans to be developed by Parks Services. Revised design drawings reflecting drainage infrastructure now allowed by MoTI have been received and are anticipated to be reviewed by MoTI before end of September.

EA EW/PV - Anders & Dorrit's Community Park Design RP-S4-1.5

The Non-Farm Use Permit for the proposed parking lot was denied by the Agricultural Land Commission. An alternate approval was granted to allow 0.1 ha the development of park amenities and trail network. Alternative design options will be explored.

EA E - Jack Bagley Community Park – Court Placement PR-S4-1.16

A public open house was held in June and community feedback was integrated into the design of the site. The consultant is finalizing the concept design, phasing plan and costing. Review is pending the consultant's submission and the Get Involved project page will be updated once the final concept plan is complete.

EA F - Errington Community Park – Master Planning Process RP-S4-1.6

The consultant is completing the detailed design and costing for the playground (first phase of the project). Illustrations of the final design have been completed in August 2019.

EA G - Little Qualicum Hall Renovation RP-S2-3.6

Work on the hall commenced in June with demolition completed to the rear part of the building. Construction of the replacement section is underway with foundation and sub-grade work complete and framing underway. When finished this new work will provide barrier free building access, improved occupant safety, three new washrooms, and a future kitchen space. Exterior finishing is expected to complete by early fall along with electrical and mechanical installations. Interior finishing will follow into the fall with efforts made to have the hall ready to re-open by mid-December of 2019.

EA G – Maple Lane Community Park Upgrades

A public open house was held in June and community feedback was integrated into the design of the site. The layout plan and play equipment have been approved and reviewed by the neighbourhood. Construction of the playground will commence this fall

EA H - Dunsmuir Community Park Development RP-S4-1.7

Over 20 community members participated in a planting event on May 25th to install 260 plants to create a hedgerow buffer between the new sports court and neighbouring properties. Final site grading will be completed this fall to address site drainage issues.

General Updates

Registry and Mapping

Work is on-going towards improving Parks asset registries and raising the confidence level of the data. The completion of an updated and comprehensive property and acquisition inventory has been a foundational component; using an excel format staff continue to add data and refine the work. Data gaps are indicating where further condition assessment is required, most commonly the more complex assets obtained with land acquisitions

Operational – Key Highlights

General Service Calls

There were 177 work-orders assigned to operations staff during this reporting period. Tree related issues continue to be the most common type of resident request.

Park Inspection and Service Software RP-R2-4.6

Parks staff completed 89 documented park and playground inspections during this reporting period, identifying 51 faults for correction during the process.

Parks Programming

Nine hiking related programs were offered this spring and summer. All three Hiking Information Sessions were cancelled: the first due to low registration and the other two due to instructor not being available. Of the six Guided Hikes and Guided Alpine Hikes scheduled, one Guided Hike (Wesley Ridge) ran successfully, one was cancelled due to low registration, and four were cancelled due to instructor not being available.

Service options to secure new guides for these hikes are being explored. Transportation alternatives are also being considered as it is difficult to secure a suitable guide or guide assistant who also possesses a Class 4 driver's license, as required to drive a 15 passenger van to the hike locations.

Summer Camp programs held at Moorecroft Regional Park were full with waitlists. GO Wild (6-9yrs) July 8-12 had 20 registered and GO Wilder (9-12 yrs) has 14 registered and 8 waitlisted (lower max class size due to activities such as paddle boarding and ratios).

Park Use Permits

All parks use permits are now being processed through the RDN Activenet system.

Area A – No permits issued this quarter.

Area B – Permit given for Concession at Rollo McClay Community Park for duration of softball season (April-September); Gabriola and area Land and Trails Trust, GaLTT, were given permits for broom cutting at Rollo McClay Community Park and for free walks/tours in Blue Heron Community Park and 707 Community Park; permit given for a pancake breakfast at Rollo McClay Community Park June 23.

Area C – Permit request from Alpine Club of Canada for Mt. Benson Regional Park for “Respect the Mountains Day – June 15” was unable to be given due to ongoing construction of the new parking lot. Alpine Club will be coming back next year for same event.

Area E – Permits given to Quality Foods Teddy Bear Picnic (July 5-6) at Jack Bagley Community Park, a Wedding at Moorecroft Regional Park (Aug 17) and another at Brickyard Community Park (Aug 3); Broombusters at Nanoose Place parking area (May 13).

Area F – Arrowsmith and Comox Valley Search and Rescue, along with Justice Institute of BC, permitted to use cliffs at Top Bridge Regional Trail and Top Bridge Community Park (City of Parksville) for SAR training in April and May. Permits granted for research at Englishman River Regional Park: Beaver pond Monitoring by Mid-Vancouver Island Habitat Enhancement Society (MVIHES) 2019-2023 and Bethnic Invertebrates monitoring by MVIHES two ½ days in July and August. Errington Therapeutic Riding Association given permit for their 2nd Annual Pledge Ride on the Coombs to Parksville Regional Trail June 23.

Area G – No permits issued this quarter.

Area H - Research permit given for Bat Monitoring by BC Parks, West Coast Regional, for June 2019-2023; permit for Kayak Debry given to West Coast Kayak Anglers at Horne Lake Regional Park April 19.

FINANCIAL IMPLICATIONS

The projects outlined in this report have funds identified in the 2019 Budget. Electoral Area projects are funded through the associated 2019 Community Parks Budget and in some cases are supplemented by Community Works Funds or grant funding. Regional Parks projects are funded through the 2019 Regional Parks Operational Budget or the Regional Parks Capital Budget.



Yann Gagnon
ygagnon@rdn.bc.ca
October 1, 2019

Reviewed by:

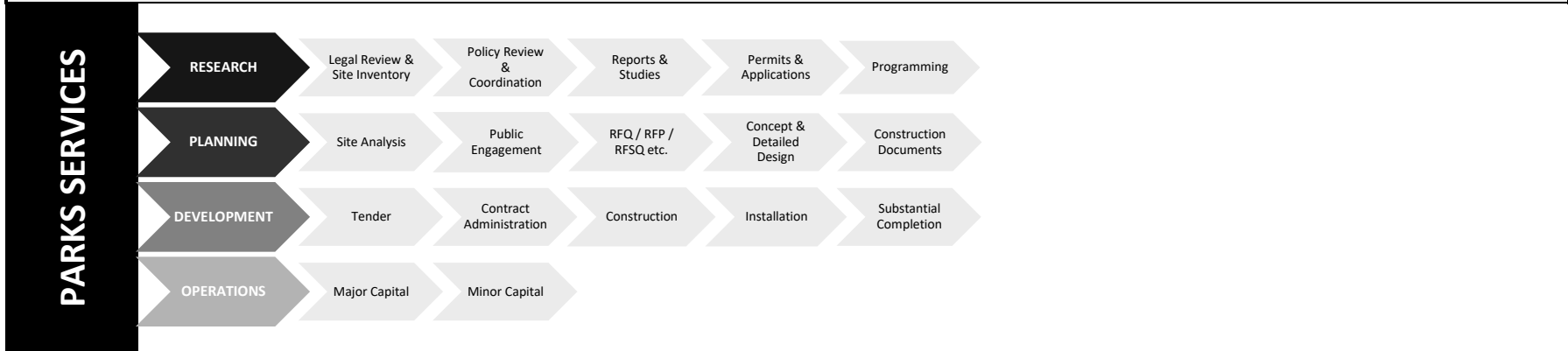
- T. Osborne, General Manager of Recreation and Parks
- P. Carlyle, Chief Administrative Officer

Attachments

1. Parks Work Plan

PARKS SERVICES WORK PLAN

2019 Q3-Q4



SERVICE AREA	Park or Trail / Description	Project Number	Service Category	Progress	Status	Budget	Start Date	Est. Comp.	Comments
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EA A	Cedar Plaza		Research	Permits & Apps.	Underway	\$7,500.00	2019 Q3	TBD	Update:
	Park improvements - irrigation installation.								Waiting on response from the North Cedar Improvement District (NCID); the NCID currently has a moratorium on new water connections.
	Nelson Road Boat Ramp		Research	Reports & Studies	Underway	\$3,000.00	2019	2020	Update:
	Study at the boat ramp to improve traffic flow, user etiquette and overall site conditions.								Study to develop a comprehensive traffic management plan to improve site conditions at the Nelson Road Boat Launch for all users. MoTI to review recommendations from the study for approval and RDN Parks planning.
EA B	Huxley Community Park		Research	Permits & Apps.	Complete	n/a	2019	2019	Update:
	Grant applications for a proposed new Skateboard Park.								Grant applications were submitted for a value up to 1M\$. Decision expected to be received in Fall 2019.
	Huxley Community Park		Planning	Const. Docs.	Underway	\$75,000.00	2018	2019 Q4	Update:
	Park improvements - Skateboard Park.								Phase II construction drawings under review, pending a decision from the Island Trust on the Development Variance Permit application submitted in 2019 Q2.

SERVICE AREA	Park or Trail / Description	Project Number	Service Category	Progress	Status	Budget	Start Date	Est. Comp.	Comments
	Village Way Pathway New proposed 1.5 km linear park on MoTI r.o.w.		Planning	Const. Docs.	Underway	n/a	2014	2020 Q2	Update: Revision No. 4 of the proposed construction drawings were received from Newcastle Engineering LTD and sent to MoTI for review. Revision No. 1 of the Management Strategy was received from Urban Systems and pending MoTI review.
EA C-EW	Anders & Dorritts Community Park Park improvements - parking, plaza, and river trail.		Planning	CD & DD	Underway	\$25,000.00	2019	2020	Update: Conceptual design underway; the ALC approved the development of a river trail, bridge and the development of 0.1 ha of park within the existing homeplate of the property. Detailed design is being prepared for public consultation in Spring 2020.
EA C-Ext	Extension Miners Community Park Park improvements - site enhancements.		Planning	Site Analysis	Underway	\$2,000.00	2018	2019	Update: Review of options to improve the site conditions in the lower park area; planning for grading, drainage, coal artifact display feature, landscaping, and tree planting.
EA E	Jack Bagley Community Park Redevelopment planning - courts and access.	2018-083	Planning	CD & DD	Underway	\$30,000.00	2019	2019	Update: Phase I conceptual design drawing and detailed costing is complete. Pending review of funding model and phasing approach.
	Stone Lake Drive Community Park Park improvements - playground.		Planning	CD & DD	Underway	\$50,000.00	2018	2019	Update: Conceptual plan and public consultation planned for Fall 2019.
EA F	Arrowsmith Community Trails (ACT) Palmer Road E - Grafton Bellevue - Koperick Link.		Development		On Hold	\$10,000.00	2018	2020	Update: Pending review of funding model to assess project feasibility and delivery.
	Errington Community Park Park improvements - playground.	2018-006	Planning	CD & DD	Underway	\$20,000.00	2019	2019	Update: Phase I detail design drawing and costing completed in Fall 2019. Budget review pending for construction feasibility.
	Errington Community Park Infrastructure review, report, and Operator Agreement.		Research	Reports & Studies	On Hold	\$5,000.00	2018	2020	Update: Pending infrastructure report from RDN Water Services. A meeting was held with Utilities and the operator of the infrastructure at the parks. Further reviews to take place prior to drafting an Operator Agreement.

SERVICE AREA	Park or Trail / Description	Project Number	Service Category	Progress	Status	Budget	Start Date	Est. Comp.	Comments
EA G	Maple Lane Community Park		Development	Contract Admin.	Underway	\$50,000.00	2019	2019	Update:
	Park improvement - playground.								Playground equipment purchased, installation in 2019 Q4 weather permitting.
	River's Edge Community Park		Planning	CD & DD	Underway	\$5,000.00	2019	2019	Update:
	Park improvement - playground and bike track.								A topographic survey was completed. Master Plan conceptual design and costing completed. Pending review of funding model.
	Little Qualicum Hall		Development	Contract Admin.	Underway	\$170,000.00	2018	2019 Q3	Update:
	Building addition and improvement.								Building Permit issued, construction underway, 80% completion as of August 2019. ETA for substantial completion in Dec 2019.
EA H	Dunsmuir Community Park		Development	Contract Admin.	Underway	\$23,784.00	2018	2019 Q2	Update:
	Park improvement - phase 1.								Installation completed of the new multi-use sports court, new driveway access, off-street parking lot, and entrance sign. Final grading and drainage of the site to be completed in 2019 Q4.
	Lions Community Park		Research	Reports & Studies	Underway	n/a	2019	2019 Q3	Update:
	Operators agreement.								Pending feedback from the Lions Club on the proposed agreement. Meeting to be scheduled by Lions Club to conclude on process.
	Wildwood CP / LCRT Kiosk		Development	Construction	Complete	\$5,000.00	2018	2019 Q3	Update:
	Park improvement - signage (split with Regional).								The site work and kiosk installation is complete. Final framing to the sign panels complete in Fall 2019.
REGIONAL	Benson Creek Falls Regional Park		Planning	Const. Docs.	Underway	\$25,000.00	2019	2019 Q3	Update:
	Park improvement - parking lot and trailhead.								Received revision 1 of construction drawing from McElhanney Engineering; review and circulation in progress.
	Benson Creek Falls Regional Park		Planning	Const. Docs.	Underway	\$65,000.00	2019	2019 Q3	Update:
	Park improvement - accessibility, bridge, stairs, trail improvement.								Construction drawings revision 1 received from Herold Engineering, site visit completed, review and circulation in progress. Awaiting revision No 2.

SERVICE AREA	Park or Trail / Description	Project Number	Service Category	Progress	Status	Budget	Start Date	Est. Comp.	Comments
	Benson Creek Falls Regional Park Grant applications.		Research	Permits & Apps.	Underway	n/a	2019	2019 Q4	Update: Stage 1 ICET Funding application successful. Stage 2 application deadline Sept 30, 2019. Grant applications were submitted for a value up to \$400,000.
	Big Qualicum River Regional Trail Park improvements - regional trails.		Development	RFQ	Underway	\$150,000.00	2018	2020	Update: RFQ for design-build of north shore route to be issued before end of Q3.
	Englishman River Regional Park RDN-DFO Agreement.		Research	Reports & Studies	Underway	n/a	2019	2019 Q4	Update: Draft agreement sent to DFO in July 2019; pending DFO review.
	The Great Trail - Timberlands Road Parking Lot Phase II parking lot and access trail.		Planning	Const. Docs.	Underway	\$11,850.00	2019	2020 Q4	Update: Engineered design sheets for Phase II received and under review.
	The Great Trail - Signage Update Park improvement - signage.		Planning	Installation	Underway	\$6,000.00	2019	2019	Update: Work to be completed by the end Oct 2019 and initial signage order placed before year-end. All signage to be updated.
	LCRT / Wildwood CP Park improvement - signage (split with Community EA H).		Development	Construction	Complete	\$7,500.00	2018	2019 Q3	Update: The site work and kiosk installation is complete. Final framing to the sign panels complete in Fall 2019.
	Witchcraft Lake Regional Trail Vunteer trail building.		Development	Construction	Underway	\$5,000.00	2018	2018 Q3	Update: Pilot project underway.
	Little Qualicum River Regional Park Bridge Detail Design.		Planning	Const. Docs.	Complete	\$45,000.00	2018	2019	Update: Board resolutions to tender in 2020 and include \$839,910 in the 2020 budget for construction.
	Little Qualicum River Regional Park Working with developer on land exchange.		Research	Permits & Apps.	Underway	n/a	2018	2019	Update: Project with Current Planning for recommendation. Trail exploration underway to determine r.o.w. along edge of LQRRP.
	Morden Colliery Regional Trail Lease upgrade - survey etc.		Research	Reports & Studies	Underway	\$44,500.00	2014	n/a	Update: April site meeting scheduled with Ministry staff tasked with file.
	Morden Colliery Regional Trail RFQ for functional design.		Research	RFQ	Underway	\$300,000.00	2017	2019 Q3	Update: Input received from City of Nanaimo and Procurement Mgr. Target release before end of Q3.

SERVICE AREA	Park or Trail / Description	Project Number	Service Category	Progress	Status	Budget	Start Date	Est. Comp.	Comments
PARKS SERVICES	New signs for pilot parks		Development	Installation	Underway	per EA	2018	2020	Update:
	Park improvement - signage.								Graphic design of signage continues; 2 signs installed at Dunsmuir CP and Es-hw Sme~nts CP.
	DCC Plan		Research	Reports & Studi	Underway	n/a	2019	2019 Q4	Update:
	Develop a DCC Plan study.								RFQ completed, contract awarded. Project starting in Sept 2019 with expected completion of the study in 2020 Q2.
	Bylaw 1399		Research	Policy Rev. & Co	Underway	n/a	2019	2019 Q4	Update:
	Update existing Parks Bylaw.								Draft from Legal consultant received, new Bylaw version under review.
Parks Programming		Research	Programming	Underway	n/a	2019	2019	Update:	
Programming for all seasons.								Winter 2019 programming complete. Spring and Summer 2019 programming expanded this year to include more programs within Regional Parks.	
School Programming		Research	Programming	Underway	n/a	2019	2019	Update:	
Working with schools to encourage more interpretive programs.								Contact made with SD 69 regarding interpretive programming and parks in September 2018. No new uptake from schools. Possible problem is transportation to the parks.	
PARKS OPERATIONS - MAJOR AND MINOR CAPITAL PROJECTS									
EA A	Glynneath Community Park		Operations	Minor Capital	Underway	\$5,000.00	2018	2019 Q4	Update:
	Tree removal and tree planting.								Grant money received. Tree planting to take place in fall 2019. Species chosen by an RPF consultant.
	Kipp Road Community Park		Operations	Minor Capital	Underway	\$25,000.00	2018	2019 Q4	Update:
	Sink hole repairs.								Geotechnical options for site remediation under review. Attempts have been made to contact the original contractor with no replies back.
EA B	Hummingbird Community Park		Operations	Minor Capital	Underway	\$3,000.00	2018	2019 Q4	Update:
	Access improvements.								Box stairs installation
	707 Community Park		Operations	Minor Capital	Underway	\$5,000.00	2018	2019 Q4	Update:
	Signage installations.								Working with GaLTT to install new posts. The signage is being developed and the installation by parks ops staff is expected to start in Q4.
	Huxley Community Park		Operations	Minor Capital	Complete	\$10,000.00	2018	2019 Q2	Update:

SERVICE AREA	Park or Trail / Description	Project Number	Service Category	Progress	Status	Budget	Start Date	Est. Comp.	Comments
	Sport court line painting.								Completed in May 2019. User groups notified.
	Decourcy WAZ		Operations	Minor Capital	Complete	\$15,000.00	2019	2019 Q3	Update:
	Stair replacement.								Completed in August 2019.
EA E	Nanoose Road Community Park		Operations	Minor Capital	Complete	\$5,000.00	2018	2019 Q2	Update:
	Dog Park area.								Fenced off leash dog area installed, with new signage and garbage can.
EA G	Blue Water Place Community Park		Operations	Minor Capital	Underway	\$5,000.00	2017	2020	Update:
	Clearing and restoration.								Some clearing completed, restoration in Fall-Winter; 3-year restoration process continues.
EA H	Beach Accesses		Operations	Minor Capital	Underway	\$4,500.00	2018	2019	Update:
	Signage and improvements.								Completed June 2019 patio stones. All that remains is garbage signage Q4.
REGIONAL	Ammonite Falls Regional Trail		Operations	Minor Capital	Complete	\$8,000.00	2017	2019	Update:
	Bridge replacement.								Bridge replaced. Completed August 23 2019.
	Arrowsmith CPR Regional Trail		Operations	Minor Capital	Underway	\$10,000.00	2019	2019	Update:
	McBey Bridge repairs.								New decking, hand rails and steps 2019 Q3-Q4
	Parksville - Qualicum Beach Links		Operations	Minor Capital	Complete	\$6,000.00	2019	2019	Update:
	Barclay Bridge - asphalt extension.								Completed mid July 2019
	Coats Marsh Regional Park		Operations	Minor Capital	Complete	\$22,000.00	2018	2019	Update:
	Cabin removal.								Cabin removed in Q1 2019. Bat box installed.
	Horne Lake Regional Park		Operations	Minor Capital	Underway	\$7,500.00	2019	2019	Update:
	Caretaker house repairs.								Planned for Q4 2019.
	Descanso Bay Regional Park		Operations	Minor Capital	Underway	\$14,000.00	2019	2019	Update:
	Tree removals - various.								2019 Works Complettd. Budgeted for future removals and monitoring 2020.
	Englishman River Regional Park		Operations	Minor Capital	On-Hold	\$10,000.00	2019	2019	Update:
	Hatchery bridge replacement.								Pending engineering design report
	La Selva trail		Operations	Minor Capital	Underway	\$30,000.00	2017	2019	Update:
	Trail installation.								Scheduled for October Q4
	Nanaimo River Regional Park		Operations	Minor Capital	Underway	\$15,000.00	2019	2019	Update:
	Accessible toilet installation.								Pricing received, installation planned for 2019 Q4.
	Mount Benson Regional Park		Operations	Major Capital	Complete	\$1,020,000.00	2019	2019	Update:
	Parking lot construction, new trailhead, kiosk, toilet, & garbage bins.								Opened 2019 Q2; landscape, seeding, and tree planting planned in 2019 Q4.

end