

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

Monday, September 17, 2018

7:00 P.M.

Gabriola Arts Centre

Pages

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1 Electoral Area 'B' Parks and Open Space Advisory Committee Meeting - June 18, 2018** **3**

That the minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held June 18, 2018, be adopted.
- 4. DELEGATIONS**
- 5. CORRESPONDENCE**
- 6. UNFINISHED BUSINESS**
- 7. REPORTS**
 - 7.1 Parks Update Report – Summer 2018** **5**

That the parks update for Summer 2018 be received as information.
 - 7.2 Joyce Lockwood Community Park Beach Access – Area B** **25**

That the beach access stairs at Joyce Lockwood Community Park be removed, and a land use agreement for the existing beach access trail on the adjacent Federal Crown Lands be pursued.
 - 7.3 5-Year Project Plan Approval – Electoral Area B** **50**

That the 5-Year Project Plan: 2019-2023 for Community Parks in Electoral Area B be received as information.
- 8. BUSINESS ARISING FROM DELEGATIONS**

9. NEW BUSINESS

9.1 Expiring Terms (Kilbourn, Brockley, Borsuk)

10. ADJOURNMENT

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

Monday, June 18, 2018
7:00 P.M.
Gabriola Arts Centre

In Attendance:	Director H. Houle	Chair
	D. Kilbourn	Member, Gabriola Recreation Society
	K. Clifford	Member at Large
	R. Brockley	Member at Large
	G. Borsuk	Member at Large
	T. Gambrill	Member at Large
Regrets:	C. McMahon	Member at Large
Also in Attendance:	E. McCulloch	RDN Parks Planner

CALL TO ORDER

The Chair called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting takes place.

APPROVAL OF THE AGENDA

It was moved and seconded that the agenda be approved as amended to add Park Acquisition to New Business.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Electoral Area 'B' Parks and Open Space Advisory Committee Meeting - April 9, 2018

It was moved and seconded that the minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held April 9, 2018, be adopted.

CARRIED UNANIMOUSLY

DELEGATIONS

T. Cameron, re: Accessible Beach Access Development, Descanso Bay Regional Park

T. Cameron presented on the issue of making parks on Gabriola more accessible for those who are mobility challenged. Cameron suggested that while Twin Beaches (Gabriola Sands Provincial Park) may also be a prime candidate for accessibility projects, it is a BC Parks issue. He suggested Descanso Bay Regional Park would be a good place to start, starting with clearing the logs out of the way and creating a mobility path from the day use parking lot to the foreshore.

It was moved and seconded that the delegation's information be referred to the Regional Parks and Trails Select Committee for consideration.

CARRIED UNANIMOUSLY

REPORTS

Parks Update Report – Winter 2018

It was moved and seconded that the Parks Update Report - Winter 2018 be received for information.

CARRIED UNANIMOUSLY

NEW BUSINESS

5-year Project Plan – Electoral Area 'B'

It was discussed that the 2019 project priorities should include the installation of infant change tables in the Rollo McClay CP washrooms and that an accessibility assessment of the washrooms also be conducted.

It was moved and seconded that the Electoral Area 'B' 5-year Project Plan be received and approved.

CARRIED UNANIMOUSLY

Signage Strategy – Electoral Area 'B'

It was moved and seconded that the trails and parks associated with the Whalebone Area of Gabriola be designated as the pilot project for the new signage strategy.

CARRIED UNANIMOUSLY

Park Acquisition

G. Borsuk proposed that there may be landowners on Gabriola who are willing to potentially donate or set aside their land as parks. Discussion found that POSAC members were supportive of the idea, further promotion and encouragement of donation of land to the RDN for parks should be supported by the POSAC. However, POSAC members were not willing to actively seek out donors, rather allow those donors to approach the RDN, as there is a myriad of ways land can be protected and set aside, through programs ranging from municipal to federal.

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 8:23 PM

CHAIR

TO: Parks Committees and Commissions **MEETING:** September 17, 2018

FROM: Wendy Marshall
Manager, Parks Services

SUBJECT: Parks Update Report – Summer 2018

RECOMMENDATION

That the parks update for Summer 2018 be received as information.

SUMMARY

Parks staff continue to work on projects identified in the 2018 Parks Work Plan and the RDN Operational Plan.

Planning and Capital Projects – Key Highlights

Mount Benson Parking Facilities

Site design is progressing. A permit application to the Ministry of Transportation and Infrastructure (MOTI) will be submitted in August along with the 80% design package. Project tender is anticipated for late 2018.

Errington Community Park

The conceptual design and costing for the Master Plan is underway. Phasing considerations for construction will be considered once Order of Magnitude costing is reviewed. The formal Public Engagement portion of the project is complete, with a final plan drawing of the conceptual Master Plan available for display in late September after EA F POSAC review. A survey and geotechnical review of the proposed area of the park for the project is underway.

Huxley Park Projects R+P-34-2016

Sports Court

A contractor has been hired to paint new pickleball lines on the sports court. The work is in the contractor's queue to be completed this fall (weather permitting).

Skatepark

A design consultant has been retained to complete construction drawings and costing for the Gabriola Skatepark to be completed in 2018. Staff continues to provide support to the *Keep on Pushin'* community fundraising campaign to raise \$72,000 towards the construction of the facility.

Trail from Horne Lake and Heritage Designation R+P-31-2016

The Horne Lake Strata membership received the project brief and did not provide comment. In July, MOTI agreed that the RDN and Island Timberlands can revisit the 1911 Gazetted Road plan in order to correct errors, and identify a mutually agreeable long-term trail corridor from

Horne Lake Regional Park to the ACRD border. Technical meetings are underway with MOTI and will be initiated with Island Timberlands in the fall.

Village Way Path

In May, MOTI and the RDN met to re-examine the stalled November 2015 design in light of a softening of the Ministry's position regarding non-vehicular infrastructure within the developed road allowance. An approach involving asphalt curb and raised path without catch basin system for drainage was identified. The project engineer is now updating design plans and confirming that a simpler drainage approach will work. Once approved by the Ministry, a schedule of quantities will be created and the design costed.

Morden Colliery Bridge and Trail R+P-27-2015

The RDN's August 2017 request to the Agricultural Land Commission to reconsider its July 2017 decision to bar trail and bridge development along the old rail corridor has proven successful. In early July 2018, the Commission advised the RDN that trail development would now be permitted on condition that the trail works are fenced and a vegetative buffer installed, passages are created for farm workers and machinery to cross the trail, and all works are completed by July 2021. The reconsideration decision remains subject to review by the Commission Chair and appeal by the landowner who opposes the trail project.

Benson Creek Falls Regional Park Facilities R+P-33-2017

The conceptual designs for improved access to Ammonite Falls and across Benson Creek were reviewed by the public from February 9 to March 16, 2018. A summary of feedback is posted on the RDN Get Involved website. Both bridge options (truss vs. suspension) received equal support. A new trail or combination of trail and stairs were the preferred options for descent to Ammonite Falls, while some preferred a staircase at the existing descent site. Input from the Ministry of Forests, Lands and Natural Resource Operations has been requested. The park is leased crown land and these projects will require Provincial approval due to proximity to Benson Creek.

Dunsmuir Community Park Development

A contract has been awarded to Leuco Construction Inc. for Phase 1 park construction (a new sports court and parking lot). Construction began in August and was scheduled to be completed by the end of October. With the extreme fire hazards the project was put on hold late August until cooler temperatures return. A community groundbreaking was held August 10, 2018.

Meadowood Way Community Park – Community Centre Development

The consultant retained to provide Phase 1 Detailed Design and Costing is Herold Engineering with de Hoog Keirulf Architects. The design work and costing is underway. Staff met with the Corcan Meadowood Residents Association early July to inform and consult on the current design requirements for the Centre.

Blue Water Community Park Restoration

The restoration of the park will require many seasons to be complete. The initial vegetation management with Goats on the Hoof was completed in May 2018 and they will return in the fall for a less intensive round of management. This will be followed by seeding and tree planting.

The tree planting is funded by a 2018 BC Hydro grant of \$2,700.00 and must be complete by year end.

Registry and Mapping

Area B's community park portfolio has been fully registered. A set of park maps with registry information tables along with an updated planning map were provided to the Area B POSAC. Missing Ministry of Transportation and Infrastructure permits were obtained for various uses of undeveloped road allowance in Area A, the new Driftwood Road Beach Access registered, and an updated map set distributed to the Area A Parks, Recreation and Culture Commission. Area C parks and planning maps near completion. Property acquisition names for Areas F and G parks, trails, water accesses and open spaces were clarified, thus completing that task for the electoral areas and assisting GIS in the labelling of community park properties on the web map.

Operations – Key Highlights

General Service Calls

Operations staff were busy in the spring and summer time trimming vegetation, brushing out trails, and responding to hazard tree issues. Staff responded to routine complaints including; vandalism, graffiti, uncontrolled dogs, and dumping. Increasing popularity of some parks is placing additional demand for toilet service and garbage collection frequency.

Glynneath Road CP

Hazard tree removals commenced in June following contractor selection. The work is being carried out in two phases, with the first phase to be completed in 2018 and the second part in early 2019. The Contractor is following a work plan set forth by Parks Operations and based on an Assessment Report produced by Strategic Natural Resource Consulting for this site.

707 Community Park

Work was completed to improve Fire Department access to key areas of the park. Work included trail brushing, road grading, and a new gate was installed at the North Road entrance to the park.

Witchcraft Lake Regional Trail

Parks has entered into an agreement with the Federation of Mountain Clubs of British Columbia for their member club the Island Mountain Ramblers to carry out trail improvements on a portion of the trail named "Straight to the Top". The agreement is a two-year pilot project. Logistical work is now underway between the Club and Parks Operations to facilitate this year's work.

Boultbee Community Park

Staff replaced the deteriorated playground containment border with a much improved cedar border.

Parks Programming

Successful Spring programs included hikes on the CPR Regional Trail, Mount Cokely, and Mount Arrowsmith. The Spring Break GO Wild Camp at Moorecroft Regional Park was a success with 16 children registered. Paddling Adventures on Horne Lake, Night Walk in Englishman River Regional Park, and Amazing Race in Englishman River Regional Park were cancelled due to low registration.

Park Use Permits

Area A

- Park Use Permit given to VIU Horticulture Department (partnered with International Education) to harvest Wild Ginger from Nanaimo River Regional Park April 9, for propagation. Replanting to happen in Fall 2018.
- Runners of Compassion, Nanaimo Chapter, was given a permit for TCT- Extension Ridge trail for Fletcher's Challenge, a trail running race, held on March 30.

Area B

- Park Use Permit granted to Gabriola 4-H Club for concession at Rollo McClay Community Park (ball fields) from April-September 2018.
- Park Use Permits granted to GaLTT for free guided walks throughout parks on Gabriola during Spring and Summer 2018, and for broom cutting in May at 707 Community Park.

Area C

- Nanaimo Mountain Bike Club received a Park Use Permit for partial use of Benson Creek Falls Regional Park for a cross country mountain bike race held on May 26.

Area E

- Park Use Permits granted for weddings at Moorecroft Regional Park (June 3, June 11, 2018). Permits for school field trips to Moorecroft Regional Park (2) granted to two elementary schools in D69.
- Park Use Permit granted to CUPE Local 3570 for Family Picnic at Jack Bagley Community Park held on May 12.

Area F

- VIU granted a permit for the Mount Arrowsmith Biosphere Region BioBlitz at Englishmen River Regional Park April 21. Results of this study to be forwarded to RDN in the Fall 2018.
- Errington Therapeutic Riding Association was granted a permit to hold part of their "pledge ride" on the Coombs to Parksville Rail Trail June 24, 2018.

Area G

- BC Conservation Foundation was granted a permit to do a tour in the Little Qualicum River Estuary Regional Conservation Area April 5, 2018, during the Brant Festival.

Area H

- No permits this quarter.

FINANCIAL IMPLICATIONS

The projects outlined in this report have funds identified in the 2018 Budget. Electoral Area projects are funded through the associated 2018 Community Parks Budget and in some cases are supplemented by Community Works Funds or grant funding. Regional Parks projects are

funded through the 2018 Regional Parks Operational Budget or the Regional Parks Capital Budget.

STRATEGIC PLAN IMPLICATIONS

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

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



Wendy Marshall
wmarshall@rdn.bc.ca
August 21, 2018

Reviewed by:

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

Attachments

1. Parks Work Plan – July 2018

**Parks Work Plan
Summer 2018**

PARK PROJECTS AND REQUESTS								
Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
A	16-785	2017-002	Beach Accesses	Driftwood Beach Access consultation and design	2017	2018 Q3	Completed	Board report completed and design to move forward during summer. Design completed.
A	18-149	2018-001	Beach Accesses	Driftwood Beach Access stairs construction	2018	2018 Q2	Underway	Tender issued and selection to take place in July.
A	17-153	2018-025	Cedar Plaza	Review Possible Alternatives to allow water	2017	2018 Q2	Underway	Application into NCID waiting for approval
A	18-224	2018-074	Cedar Plaza	Installation of a communications board			Not started	TBD
A	18-144	2018-026	Glynneath	Trees - removal/replant. Keep park in natural state	2018	2019 Q2	Underway	Harvesting Assessment complete, obtaining estimates for work. First phase of removal completed.
A		2018-024	Kipp Road	Geotechnical options for site remediation	2018	2018 Q2	Underway	Remediation technical plan complete and cost estimate complete. Applying to the Province for assistance.
A	17-516	2018-023	Skatepark	Review options for a viewing platform	2018		Not started	Identified in 5-year work plan.
A	18-223	2018-075	Thelma Griffiths	Pilot Park for new signs	2019		Not started	Planned for 2019
B	16-348, 18-008	2017-006	707	New Signs as per plan	2018	2017 Q4	On hold	Delayed until parkland addition brought into the RDN system.
B		2018-027	707	Gate, drainage and road repairs	2018	2018 Q3	Underway	Fire Department Access Improved.
B		2018-028	707	New Property - add amenities	2018		Not Started	Will start once property added to the RDN system.
B			707	Management Plan Update	2020		Not Started	Planned for 2020.

**Parks Work Plan
Summer 2018**

PARK PROJECTS AND REQUESTS								
Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
B			707	New Property development	2023		Not Started	Planned for 2023.
B		2018-031	Cox	New Property - add safety amenities	2018		Not started	Will start once property added to the RDN system.
B			Cox	Master plan	2021		Not started	Planned for 2021.
B			Cox	Property Development	2022		Not started	Planned for 2022.
B	18-179		Cox	Work with Galtt on trails	2018	2018 Q3	Underway	Staff working with Galtt on trail layout.
B		2018-029	Huxley	Electrical Upgrades Assessment	2018	2018 Q3	Not Started	To be completed simultaneously with construction drawings.
B			Huxley	Grant applications for Skate Park	2019		Not Started	Planned for 2019 once drawings completed.
B			Huxley	Skatepark Construction	2020		Not Started	Planned for 2020.
B		2018-061	Huxley	Park Opening Event	2018		Completed	Opening event held.
B	18-182	2018-076	Huxley	Pickleball line painting	2018	2018 Q4	Underway	Work expected to commence in September - based on contractor availability
B	16-346	2016-007	McCollum Road Cash in Lieu	Work with Developer for processing the Cash in Lieu	2016	TBD	On Hold	Waiting on developer.
B		2018-033	Pilot Bay and Huxley Benches	Benches	2018	2018 Q3	Underway	Huxley Benches Installed
B		2018-032	Whalebone	Upgrades to trails	2018	2018 Q2	Completed	2018 upgrades complete as of April 18th 2018.

**Parks Work Plan
Summer 2018**

PARK PROJECTS AND REQUESTS								
Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
B-CWrks	18-180	2018-030	Huxley	Skateboard and park entrance Construction drawings/costing/geotec/survey	2018	2018 Q2	Underway	Report went to May 22 Board for project funding approval (CW Funds). Funding approved.
B-CWrks	Staff	2017-009	Joyce Lockwood Stairs	Rebuild Beach Access stairs	2018	2018 Q3	On hold	Unfavourable Geotech Report. Staff determining options.
B-CWrks	Board	2015-001	Village Pathway	Design/MOTI approval	2015		Underway	Met w MOTI 18May; identified possible approach. Project engineer contracted to revise plans and confirm feasibility.
B-CWrks		2017-011	Village Way Path	Construction	2019	2020	Suspended	Suspended until MOTI approval of design is obtained.
C EW/PV	Posac	2018-003	Anders Dorrit	Information sign design and install	2018	2019 Q3	Not started	Now planned for 2019.
C EW/PV	Posac	2018-004	Anders Dorrit	Concept Design & Open House	2018	2018 Q3	Completed	Open house held at end of April.
C EW/PV			Anders Dorrit	Detailed Design	2019	2019 Q2	Not started	Application to ALC to occur prior to detailed design.
C EW/PV			Anders Dorrit	Tender & Construction	2020	2021	Not started	Planned for 2020.
C Ext		2018-035	Extension Miners	Coal artifact display, trail to river design	2018	2018 Q4	Not started	Planned to start in Fall 2018.
C Ext			Extension Miners	Install Trail to river	2019		Not started	Planned to start in Summer 2019.
C Ext		2018-034	Trails Initiative	Horse Access on Crown	2018	2018	Not started	Planned to start in Fall 2018.

**Parks Work Plan
Summer 2018**

PARK PROJECTS AND REQUESTS								
Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
E	18-084	2018-055	Bonnington Drive/Coventry Place	High level report on cost and process for stairs and trail construction	2018	2018 Q3	Underway	Report planned for fall POSAC. Staff looking at options/costs.
E	18-085	2018-037	Brickyard	Parking, Toilet, Garbage - Concept Layout & Neighbour Consultation	2018	2018 Q2	Suspended	Suspended as per board direction.
E	18-085	2018-038	Brickyard	Toilet, Garbage Install	2018	2018 Q3	Suspended	Suspended as per board direction.
E	16-197	2016-009	Claudet	Utilities lot transfer	2016	TBD	Underway	Staff reviewing approach to dispose of parkland.
E		2018-039	Es-hw Sme~nts	Interpretive signs -design and install	2018	2018	Completed	Completed.
E	18-087		Jack Bagley	Court placement and design	2019		Not started	Survey to take place in 2018 and planning in 2019.
E	17-155, 17-409	2018-036	Nanoose Road Community Park	Lease renewal, public consultation, Design new use once received	2018	2020	Not started	Option to purchase to be considered.
E	17-517, 18-086	2018-074	Stone Lake Drive	Natural Playground Site survey, Public Input & Preliminary Design	2018	2018 Q3	Underway	Survey completed and public consultation underway.
E			Water Accesses	Priority from Study (survey, design, install)	2019		Not started	Planned for 2019.
F	17-310	2018-009	ACT Trails	Surface David Lundine trail	2018	2018 Q2	Not started	In coordination with Errington CP Master Plan. Construction planned for fall 2018.
F		2018-040	ACT Trails	Palmer Road East Trail Construction	2018	2018 Q4	Not started	Planned to start in summer/fall 2018 with survey of the determine trail alignment.

**Parks Work Plan
Summer 2018**

PARK PROJECTS AND REQUESTS								
Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
F			ACT Trails	Bellevue Trail 1 - Grafton/Bellevue	2019		Not started	Planned for 2019.
F			ACT Trails	Bellevue Trail 2 - Koperick link	2019		Not started	Planned for 2019.
F	17-312	2018-006	Errington	Park Master Plan to include a bike skills park and a playground	2017	2019 Q3	Underway	Public engagement and Open House are complete. Master Plan concept design and costing underway.
F			Errington	Phase I detail design	2019		Not started	Planned for 2019.
F			Errington	Phase II Detail Design	2021		Not started	Planned for 2021.
F			Errington	Phase II Construction	2022		Not started	Planned for 2022.
F	Staff	2018-007	Errington	Operator Agreement	2018	2018 Q4	Underway	Due to water/septic infrastructure staff investigating options including Crown grant.
F	18-183	2018-077	Malcolm	Pilot Park for new signs	2019		Not started	Planned for 2019.
F	18-196	2018-041	Meadowood	Community Hall Construction	2018		Underway	Schematic design and Class B estimate underway. Report being drafted for September EASC.
F-CWrks	Posac	2019-001	Errington	Phase I construction	2020		Not started	Planned for 2020.
G		2018-056	Blue Water	Clearing and restoration.	2017	2020 Q3	Underway	BC Hydro grant of \$2,700.00 received to plant trees in park. Goats on site in May and will return in fall to complete vegetation management.

**Parks Work Plan
Summer 2018**

PARK PROJECTS AND REQUESTS								
Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
G		2017-015	Boulton	Replace playground borders	2017	2018	Completed	Work carried out by Ops Staff
G			Dashwood	Playground Updates	2019		Not started	Planned for 2019.
G		2018-057	Lee Rd	Tree removal French Creek	2018	2018 Q1	Completed	Trees removed from the creek.
G	18-185	2018-078	Maple Lane	Develop plan and add to five year plan	2018	2018 Q3	Completed	Added to five year plan.
G	18-184	2018-079	Maple Lane	Pilot Park for new signs	2018	2018 Q3	Underway	Signs under development
G	Posac	2018-010	River's Edge	Playground concept design	2019		Not started	Planned for 2019.
G			River's Edge	Playground detail construction drawings	2020		Not started	Planned for 2020.
G			River's Edge	Playground Install	2021		Not started	Planned for 2021.
G-CWrks	Posac	2019-002	French Creek Paths/Trails	TBD	2020		Not started	Planned for 2020.
G-CWrks	17-158, 17-405, 17-600	2018-011	Little Qualicum Hall	Engineering study and community consultation to determine direction	2018	2018 Q3	Completed	Engineering study complete and consultation underway with community. Report complete and direction determined.
H		2018-042	Beach Accesses	Signage and Improvements	2018	2018 Q3	Underway	Beach Access priorities determined at June 11 POSAC. Signs will be installed in fall/winter.
H	17-020	2017-016	Dunsmuir	Detailed design	2018	2018 Q2	Completed	Phase 1 tender drawings completed and project tendered.
H			Dunsmuir	Phase II Planning	2019		Not started	Planned for 2019.

**Parks Work Plan
Summer 2018**

PARK PROJECTS AND REQUESTS								
Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
H			Dunsmuir	Phase II Construction	2020		Not started	Planned for 2020.
H		2016-013	Lions Park	Operators Agreement	2016	2018 Q3	Underway	Revised licence sent to Lions 30Apr. Spoke w President 23May. They will call when ready to meet.
H	Posac	2019-003	Oakdowne	Licence on other crown parcels surrounding the park	2019		Not started	Planned for 2019.
H			Sunny Beach	Improvements	2019		Not started	Planned for 2019.
H	Posac	2018-013	Wildwood	Kiosk development and install - split with Regional	2018	2018	Not started	Project will start in late summer.
H	18-143	2018-080	Wildwood	Pilot Park for new signs	2018	2018 Q4	Not started	Planned for fall in conjunction with kiosk design.
H-CWrks	Other	2020-001	Area H Roadside Trails	Work with MOTI on any development of trails along the road.	2020		Not started	Planned for 2020.
H-CWrks	18-148, 18-147	2018-012	Dunsmuir	Phase I construction	2018	2018 Q3	Underway	Funding approved (CW Funds). Phase 1 tendered and selection to take place in July. Contractor selected and ground breaking on August 10.
Other - Comm	Other	2018-014	Bike Network Plan	Develop plans	2019		Not started	Planned for 2019.
Other - Comm	Operational		Development	Subdivision/parkland - review, comments and POSAC input			On Going	Ongoing as required through planning.
Other - Comm	16-616, 18-061	2016-018	Park Signage	Resign Park regulation and info signs	2016	2018 Q3	Completed	Board and committees have reviewed and pilot parks selected.

**Parks Work Plan
Summer 2018**

PARK PROJECTS AND REQUESTS								
Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
REG	Staff	2017-019	Ammonite Falls Trail	Bridge Replace	2017	2018 Q2	Underway	Environmental Assessment complete. Design estimates underway.
REG	Staff	2018-020	Arboretum	Kiosk upgrade -design new sign with volunteers and install	2018	2018 Q4	Underway	Design of signage has started.
REG	Mngmnt Plan	2018-045	Beachcomber	Main Path Upgrades (stairs/handrails)	2018	2018 Q4	Underway	Handrail ordered, trail surfacing and box stairs to follow
REG	18-072	2016-028	Beachcomber	Management Plan	2016	2017	Completed	Board approved plan.
REG	16-669	2017-048	Benson Creek Falls	Parking feasibility study and design - Weigles entrance (incl. env. study)	2017	2018 Q1	Completed	Concept planning complete. Approvals, detailed design to follow.
REG	16-668	2017-049	Benson Creek Falls	Parking - monitor and communicate with residents	2017		Ongoing	Ongoing.
REG			Benson Creek Falls	Weigles entrance parking Lot Construction	2019		Not started	Will occur with stair and bridge construction.
REG	Mngmnt Plan	2018-019	Benson Creek Falls	Kiosk	2020	2020	Not started	Planned for 2020.
REG			Benson Regional Trail	Signage	2019	2020	Not started	Planned for 2019.
REG		2018-043	BigQ/ACRD Regional Trail	Detailed planning	2018		Not started	Will proceed once preliminary work is completed.
REG		2020-003	BigQ-ACRD Regional Trail	Construction	2019	2020	Not started	Would take place after detailed design.
REG		2018-048	Coats Marsh	Building and Bat housing	2018		Underway	Bat houses underway.

**Parks Work Plan
Summer 2018**

PARK PROJECTS AND REQUESTS								
Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
REG	Staff	2018-018	Descanso	Tree removal	2018	2018 Q2	Underway	Coastal Wildfire carried out Phase 1, Phase 2 underway by contracted arborist to be completed in fall.
REG			Descanso	Gate house replacement	2020		Not started	Planned for 2020.
REG		2018-046	Englishman River	Geo technical study for the bank above the road	2018	2018 Q3	Not started	Work planned for summer.
REG	Other		Fairwinds	Development - PDA		TBD	Underway	Staff have met with Planning Staff to review development proposal and PDA amendments.
REG	16-767	2017-024	First Nations Passage via Horne Lake	Heritage designation	2017	2020	On Hold	Address once regional trail development has advanced.
REG			Horne Lake	Picnic shelter design/tender	2021		Not started	Planned for 2021.
REG		2018-044	Horne Lake and Descanso	Registration Software	2018	2018 Q2	Underway	Registration software purchased. Implementation underway.
REG		2017-021	La Selva Trail	Construction	2017		Delayed	Delayed due to land issue at site.
REG			Lighthouse	Nile Creek Bridge	2021		Not started	Planned for 2021.
REG			Lighthouse	Fletcher Creek	2023		Not started	Planned for 2023.
REG	16-480	2016-026	Moorecroft	Site Planning with First Nations (as per workshop priorities)	2016	2017 Q4	Underway	Consultation underway when required.
REG	Mngmnt Plan	2018-021	Moorecroft	Picnic shelter design/tender	2020		Not started	Planned for 2020.

**Parks Work Plan
Summer 2018**

PARK PROJECTS AND REQUESTS								
Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
REG		2016-026	Moorecroft	FN Liaison	2016		Ongoing	Continue discussions with FN regarding building in the park.
REG			Moorecroft	Parking Lot Design & Improvements	2021		Not started	Planned for 2021.
REG			Moorecroft	Meadow Road Upgrade	2019	2019 Q2	Not started	Planned for 2019.
REG			Moorecroft	Reroute Water Line	2019	2019 Q2	Not started	Planned for 2019.
REG			Moorecroft	Entry Area Improvements	2020		Not started	Planned for 2020.
REG		2018-049	Moorecroft	Miss Moore's Cabin Removal	2018	2018 Q3	Underway	Cabin removed. Planning for the site underway.
REG			Moorecroft	Interpretive Signage (design & install)	2021		Not started	Planned for 2021.
REG			Moorecroft	Kiosk	2020		Not started	Planned for 2020.
REG	Mngmnt Plan	2017-041	Moorecroft	Two vault Toilets & storage (design, locate, install)	2017	2018 Q3	Underway	Archeologist review of site complete, test-holes for vaults complete. Toilets ordered.
REG	16-666, 17-510	2018-054	Mount Benson	Parking design and construction	2018	2019	Underway	House removal complete. Plans nearing 80%. MOTI permit application to follow. Plans now at 95%.
REG			Mount Benson	Trail Improvements - Condition and Evaluation of High Use Routes	2019	2018 Q3	Not started	Planned of 2019.
REG			Olympic Torch Trail and Thames Crk	Planning	2020		Not started	Some reviews done for seniors housing project.

**Parks Work Plan
Summer 2018**

PARK PROJECTS AND REQUESTS								
Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
REG			PQ Links	Barclay Bridge - asphalt extension	2019		Not started	Planned for 2019.
REG	Staff	2017-020	TCT	Timberlands Road trail head development	2016	2018 Q4	Underway	Draft license to 2nd landowner 8Jun. Island Timberlands approved alternate drier route 11Jul. Detailed planning of parking lot commencing. Rural Dividend Program updated.
REG		2018-080	TCT signage review	GPSing of signage in prep for updating given new TCT signs.	2018		Underway	Staff GPSing signs.
REG			TCT signage update	Apply for free signage if available; otherwise purchase. Update all.	2019		Not started	Planned for 2019.
REG	Other	2019-004	Top Bridge	Reroute trail and parking lot in City of Parksville	2021		Not started	Timing ultimately depends on the City of Parksville.
REG			Top Bridge	Connection to Rail Trail - Design	2019		Not started	Planned for 2019.
REG			Top Bridge	Connection Construction	2020		Not started	Planned for 2020.
REG	Posac	2018-017	Wildwood/LHR T	Kiosk development and installation - split with H	2018	2018	Not started	Project will begin in late Summer.
REG	18-176	2017-070	Witchcraft Lake Regional Trail	Volunteer Trail Building Agreement	2017	2018 Q1	Completed	Agreement aproved by Board and issued for signature.
REG	18-176	2018-047	Witchcraft Lake Regional Trail	Volunteer Trail Building	2018	2018 Q3	Underway	Agreement complete, logistical planning and material assembly underway
REG	18-177	2018-081	Witchcraft Lake	Costing and location for moving boardwalk	2018	2018 Q4	Underway	Working with City of Nanaimo on location and costs.

**Parks Work Plan
Summer 2018**

PARK PROJECTS AND REQUESTS								
Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
REG CAP		2018-050	Benson Creek Falls	Detailed design and costing stairs and bridge	2018	2018 Q4	Not started	Planned for late 2018.
REG CAP			Benson Creek Falls	Bridge Construction	2019	2019/2020	Not started	Planned for 2019.
REG CAP			Benson Creek Falls	Stairs at falls Construction	2019	2019/2020	Not started	Planned for 2019.
REG CAP	16-670	2017-031	Benson Creek Falls	Concept Plans and consultation Bridge and Stairs	2017	2018 Q4	Underway	Concept plans and public consultation completed. Report will be prepared for October.
REG CAP		2017-043	BigQ/ACRD Regional Trail	Preliminary planning including agreement with strata	2017		Underway	Brief provided to Strata received with no comment. MoTI advises RDN to negotiate 1911 Horne Lake Rd plan revisions with Island Timberlands.
REG CAP	17-227	2017-073	E&N -- Coombs to Parksville Rail Trail	Horse Parking - Wood lot	2017		On Hold	Awaiting Springhill Rd development.
REG CAP		2018-062	E&N -- Coombs to Parksville Rail Trail	Trail Repair - Clean up, Design and rebuild		2018 Q3	Underway	Final design being detailed with input from environmental monitor; subject to approval by ICF and SVI. Building contractor lined up. Work to be completed by mid-Sept end of fish window.
REG CAP		2017-022	E&N -- Coombs to Parksville Rail Trail	Finish Construction Details	2018		Underway	First review of as-built plans completed. Final plans await completion of flooding repairs in September.

**Parks Work Plan
Summer 2018**

PARK PROJECTS AND REQUESTS								
Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
REG CAP	17-386	2017-068	Little Qualicum	Bridge Design	2018	2019	Underway	RFP for an Engineering firm to produce design has started. Consultant selected.
REG CAP			Little Qualicum	Bridge Construction	2020	2020 Q4	Not started	Planned for 2020.
REG CAP	Board	2014-001	Morden Colliery	Lease upgrade	2014		Underway	Waiting on Province to respond to lease upgrade request.
REG CAP	16-124,14-755,14-754	2017-047	Morden Colliery	Bridge and trail design and tender	2017		Underway	ALC provided approval early Jul, with development conditions and July 2021 deadline for completion. Game plan being established.
REG CAP			Morden Colliery	Construction	2019	2020	Not started	Will commence after detailed designs are completed.
REG - Other	Staff	2018-053	Brochure	Design New Brochure/Print	2017	2018 Q3	Underway	Design is under draft review. Photo sessions were held late March 2018 to provide addition people in parks photos. Final copy under review.
REG - Other	Operational		Operator agreements	Monitor			Ongoing	Ongoing
REG - Other	Other	2018-016	Park Zoning	With Planning Department	2019		Not started	Planned for 2019.
REG - Other	Operational		Partnerships	Meetings and on-going communication with partners			Ongoing	Ongoing
REG - Other	Operational	2017-042	RPT Plan	Develop RFP. Work with consultant on plan development	2018	2019 Q4	Not started	RFP to be prepared during fall for Board report in the spring of 2019.

**Parks Work Plan
Summer 2018**

PARK PROJECTS AND REQUESTS								
Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
REG - Other	16-654,16-678,17-019,18-030	2016-020	Salish Sea Marine Trail	Agreement with BC Marine Trail Association & signage	2016	2018 Q3	Completed	Signage received fr BCMTNA and installed at five approved locations. DBRP pamphlet updated to reflect being on Salish Sea Marine Trail.
REG - Other		2017-072	Tourism VI Trails Strategy	Phase 3 Exceptional Hiking Experiences Network	2017		Underway	Met w TVI n VISTA to encourage TVI focus on this multi-region trail. Strong interest.
Other	Operational	2018-051	2019 Budget and Work plan	Create and forward for approvals	2018	2019 Q1	Underway	Budgeting started.
Other	18-217	2018-082	Wicklow West land exchange	Work with developer on land exchange	2018	2019 Q2	Underway	Subdivision applications submitted. Working on process for disposition of parkland
Other			Acquisitions	Assessment and report			Underway	Several properties under consideration.
Other	Staff	2019-006	Bylaw 1399	Update existing bylaw	2019		Not started	Planned for 2019.
Other	Staff	2019-005	Donation Program	Create program	2019		Not started	Planned for 2019.
Other	Operational		GIS and Mapping	Ongoing mapping			On going	Ongoing
Other			Park wells	well licensing and decommissioning; reconciliation of provincial data			Underway	Park staff to visit possible well sites n confirm if exist n ensure decommissioned if necessary. Provide Province w updated well data.
Other		2018-060	Parks Programming	Programming for all seasons	2018		Underway	Spring & Summer Programming Winter 2018, Fall Programming completed June/July 2018.
Other		2018-052	Policies	Update	2018		Not started	Planned for fall 2018.

**Parks Work Plan
Summer 2018**

PARK PROJECTS AND REQUESTS								
Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comment
Other	Operational		Portfolio Records & Mapping	Acquisition registry, park records, mapping, statistics			On Going	Areas A n B Property Registry Forms and Planning Maps completed n distributed. Area C maps nearing completion; property data collection n naming advanced for Areas E, F and G.
Other	Operational		Project Management	Software	2019		Not started	Planned for 2019.
Other	Operational	2018-022	Standing Contracts	With Purchasing Manager bring on frequently used contractors under a standing contract	2018	2018 Q2	Not started	Planned for fall.
Other	Operational	2017-044	Risk Management	Update Inspection Program	2017	2018 Q4	Underway	Work will continue throughout 2018.
Other		2018-059	School Programming	Working with schools to encourage more interpretive programs	2018		Underway	Program planning Spring 2018, implementation Fall 2018.
Other	Operational	2016-032	SharePoint system	Create and upload old files	2016		Underway	Staff continue to move files from the old files to the new system.
Other		2018-058	Volunteers in Parks	Re-initiate program	2018		Not started	Planned for fall 2018.
Other	Operational	2017-043	Worksafe BC	Update program	2017	2018 Q4	Underway	Work will continue throughout 2018.

TO: Electoral Area B Parks and Open Space Advisory Committee **MEETING:** September 17, 2018

FROM: Elaine McCulloch
Parks Planner

SUBJECT: Joyce Lockwood Community Park Beach Access – Area B

RECOMMENDATION

That the beach access stairs at Joyce Lockwood Community Park be removed, and a land use agreement for the existing beach access trail on the adjacent Federal Crown Lands be pursued.

SUMMARY

The Joyce Lockwood Community Park beach access stairs require constant repairs due to yearly storm damage caused by drift logs and wave erosion. In the winter of 2016/2017, the stairs were damaged, and they remain closed for public safety. A recent geotechnical site assessment confirmed that the bank is geotechnically unstable and that wave erosion has compromised the lower footing of the remaining bottom landing. If the stairs are to be reopened for the public, the original project scope for stair repair will need to be expanded to include slope stability works.

The design and construction of new beach access stairs at the current location will require a budget of \$100,000. Due to unpredictable site conditions and challenging site access, \$1,000 a year will be required for inspection and minor stair maintenance and an additional \$2,000 a year will need to be set aside for erosion mitigation works, expected every 5 years at a cost of \$5,000 - \$10,000 per occurrence.

An alternative is to remove the stairs and provide public beach access through a land use agreement for the existing beach access trail located just south of the parklands on the adjacent Federal Crown Lands (Attachment 1). If this agreement is unachievable, the public can continue to access the beach from one of the three existing beach accesses in the nearby Whalebone Park Community Parks.

The cost of removing the stairs and undertaking minor trail improvements on the alternative site is approximately \$13,000 and can be accommodated within the Electoral Area B Community Parks Budget.

BACKGROUND

Joyce Lockwood Community Park is located on the north-eastern shore of Gabriola Island at the end of Whalebone Drive. In 1994, the property was formalized as a community park through Licence of Occupation with the Province which expires in 2044. Park management, development, and maintenance are funded by the Electoral Area B Community Parks function.

The length of the Park shoreline is classified as high bank waterfront characterized by a steep, 4-meter high, clay bank. The Park provides public stair access down this bank to Whalebone Beach, a popular destination for residents, as well as an unofficial connection to a network of informal trails within the adjacent Federal Crown lands, locally known as the Kensington Lands (Attachment 1). Following the informal trail that leads out of the Park, approximately 45 meters past the park boundary there is a trail that leads down a moderate slope to the beach. Round-trip trail counter data from 2018 shows that approximately 600 people/month (20 people/day) travel the trail through the park in the spring months and 2,000 people/month (67 people/day) during the summer months.

The existing wooden stairs were built in 2008, with modifications to meet building code completed in 2011, as recommended in a Risk Control Survey (Municipal Insurance Association, 2010). The lower portion of the beach access stairs requires yearly repairs due to winter storm damage caused by drift logs and wave erosion. The stairs remain closed for safety reasons due to damage sustained by a storm in the winter of 2016/17.

Option 1 - Stair Replacement

Staff completed a preliminary investigation into stair repair. As part of this investigation, environmental and geotechnical assessments were completed (Attachments 2 and 3). The geotechnical report classifies the slope as unstable due to wave erosion at the toe of the slope, overland water flow erosion from an upslope wetland, and marginal slope stability due to soil composition. It was observed that erosion at the toe of the slope has advanced near the point of compromising the lower footing of the bottom landing and that the effects of this erosion are more significant than previously understood. The geotechnical engineer advised that structures are not typically constructed in areas with these conditions due to the inherent cost of slope stabilization measures and the ongoing inspection, maintenance and repair costs associated with structures built on an eroding bank. No alternative stair location is identified as the geological condition of the bluffs is similar along the length of the Park.

Staff anticipated that stair repair would include a new lower footing at the beach level, construction of a retractable lower staircase, and minor repairs to the upper staircase. However, if the stairs are to be reopened for the public, the original project scope for stair repair will need to be expanded to include the replacement of the upper stair section, buttressing of the wave-eroded slope toe with Lock Blocks and riprap armor as recommended in the geotechnical report. The stairs will need yearly geotechnical inspection and minor maintenance performed by Staff, including the seasonal removal and replacement of the lower retractable stairs. Periodic erosion mitigation works including the restoration of dislodged rip rap pieces and concrete

blocks will also be required. Due to the challenging site location, construction and maintenance work will require moving materials and machinery via barge.

Replacing the stairs will cost \$18,000 - \$20,000 for planning including an engineered stair design, detailed construction logistics plan, and project cost estimating. Cost estimates for construction are estimated at \$50,000 - \$80,000. Once constructed, \$1,000 a year will be required for inspection and minor stair maintenance and an additional \$2,000 a year will need to be set aside for erosion mitigation works, expected every 5 years at a cost of \$5,000 - \$10,000 per occurrence. An additional \$3,000 would need to be allocated annually to reserves for replacement of the stairs in 20 years. Stair improvements need approval from the Province as per the terms of the Licence of Occupation.

Option 2 - Stair Removal

Alternatively, the stairs could be removed and a land use agreement pursued for the existing beach access trail located on the adjacent Federal Crown Lands. With this agreement in place, the RDN can work with the Gabriola Land and Trails Trust (GaLTT) to undertake minor trail improvements and ongoing maintenance. If this agreement is unachievable, the public can continue to access the beach from one of the existing beach accesses located at Bluewhale, Queequeg, and Hummingbird Community Parks, the closest of which is approximately 700 meters north of Joyce Lockwood Community Park.

ALTERNATIVES

1. That the beach access stairs at Joyce Lockwood Community Park be removed, and a land use agreement for the existing beach access trail on the adjacent Federal Crown Lands be pursued.
2. That \$100,000 of Electoral Area B Community Works Funds be allocated for the design and construction of beach access stairs at Joyce Lockwood Community Park and that \$6,000 a year be allocated in the Electoral Area B Community Parks budget for stair inspection, maintenance, slope mitigation works and asset management.
3. That the Board provide alternate direction to staff.

FINANCIAL IMPLICATIONS

The design and construction of new beach access stairs will require a budget of up to \$100,000. Community Works Funds (CWF) could be used to fund the stairs. Currently, there is \$868,814 available in Area B CFW. However, the Village Way Trail is being designed and construction would require the remaining amount of the CWF. Once the stairs are constructed, \$1,000 a year will be required for inspection and minor maintenance and an additional \$2,000 a year will need to be set aside for erosion mitigation works, expected every 5 years at a cost of \$5,000 - \$10,000 per occurrence. \$3,000 would also need to be allocated annually to reserves for replacement of the stairs in approximately twenty years.

The cost to remove the stairs is \$2,000 and if a land use agreement for the existing beach access trail is obtained, trail improvement costs would be \$11,000. This is included in the 2019 preliminary Area B Community Parks Budget. Yearly trail maintenance costs of \$500 for surfacing and signage and legal fees of \$2,000 will also be required and are included in the 2019 proposed budget.

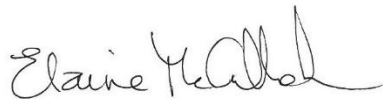
STRATEGIC PLAN IMPLICATIONS

This project supports the RDN's Strategic Priority for Service and Organizational Excellence, specifically, in delivering efficient, effective and economically viable services that meet the needs of the Region:

- We will fund infrastructure in support of our core services employing an asset management focus;
- As we invest in regional services we look at both costs and benefits - the RDN will be effective and efficient; and
- We recognize community mobility and recreational amenities as core services.

This project also supports the RDN's Strategic Priority for Focus on Relationships, specifically, in continuing to develop and encourage meaningful relationships:

- We look for opportunities to partner with other branches of government/community groups to advance our region.



Elaine McCulloch
emcculloch@rdn.bc.ca
September 11, 2018

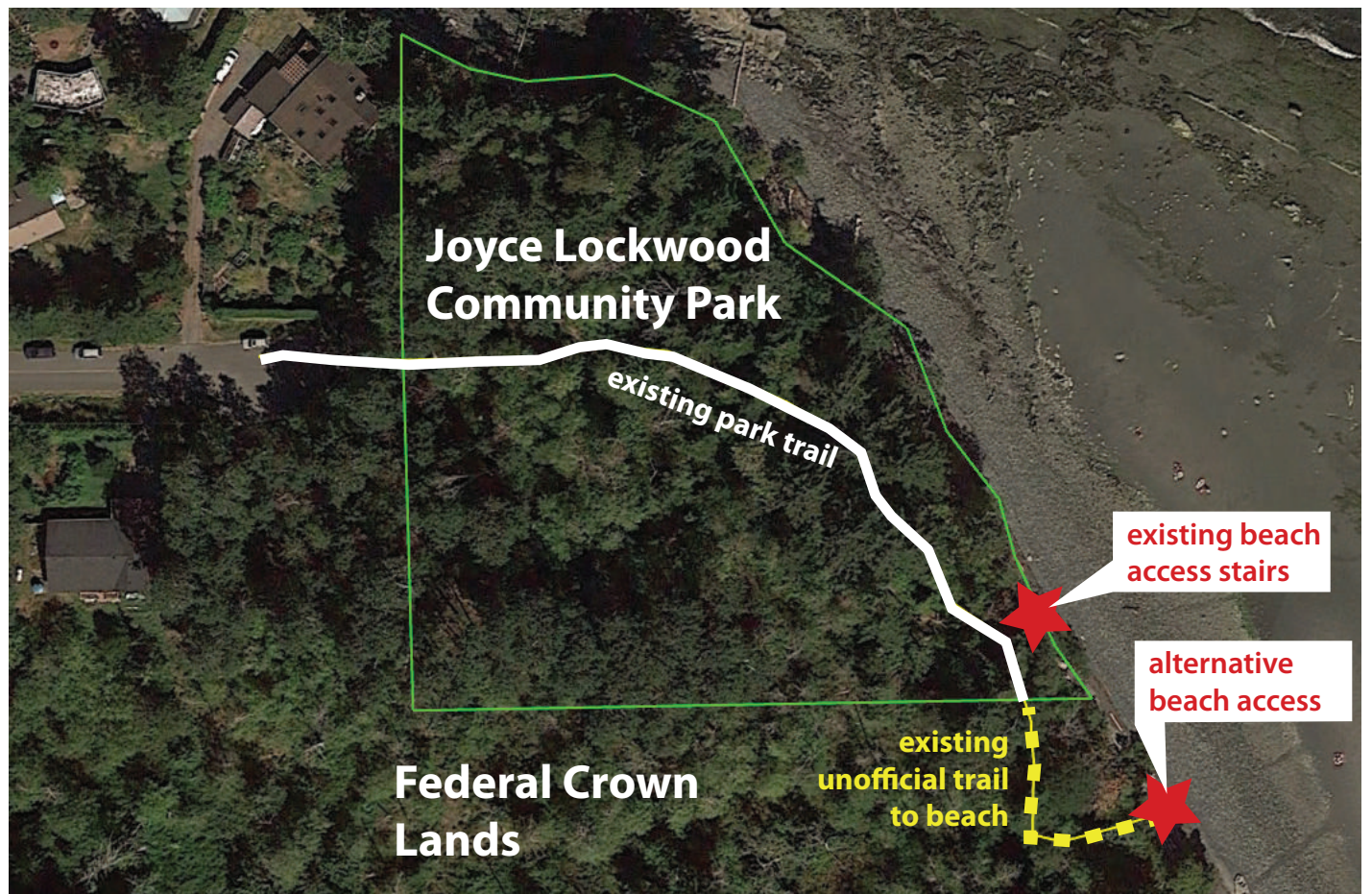
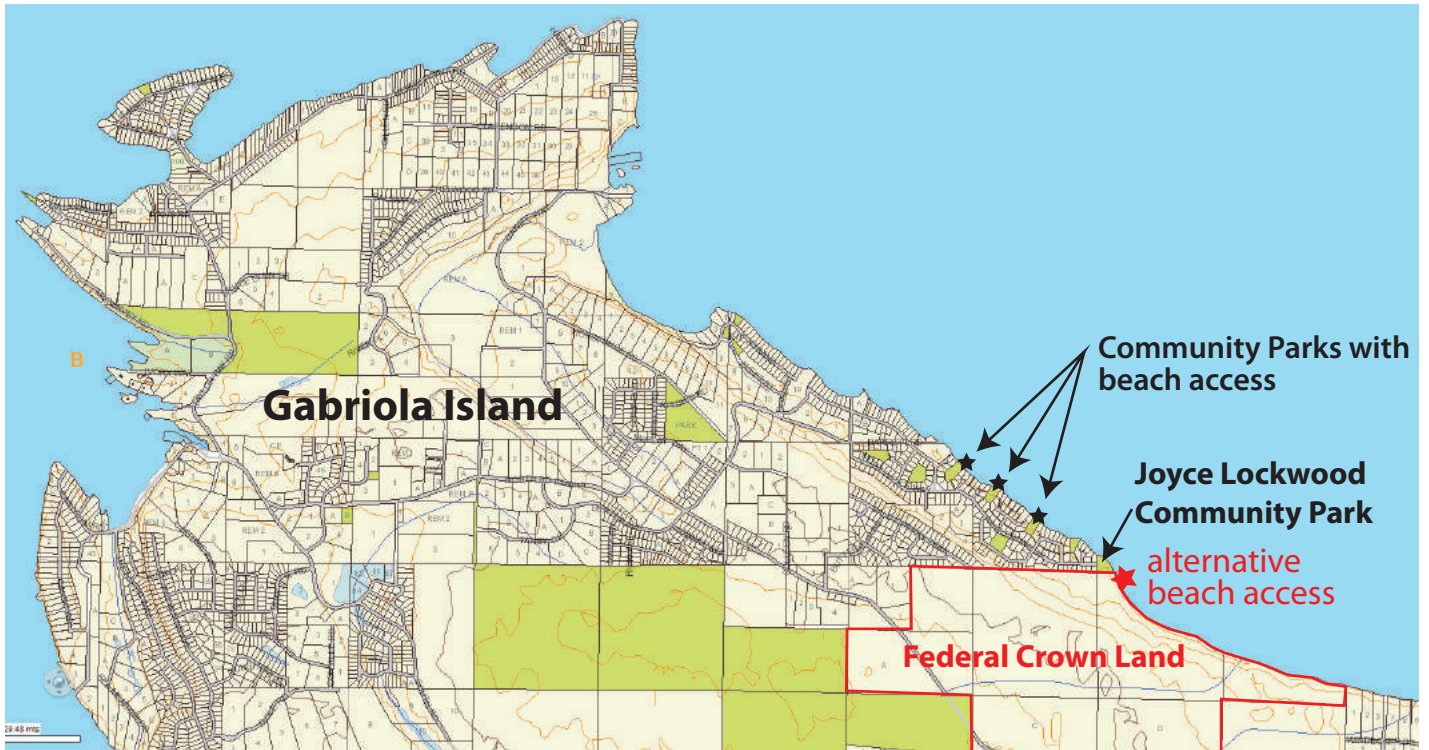
Reviewed by:

- W. Marshall, Manager, Parks Operations
- T. Osborne, General Manager, Recreation and Parks Services
- P. Carlyle, Chief Administrative Officer

Attachments

1. Joyce Lockwood Community Park Context Maps
2. Environmental Assessment Joyce Lockwood CP Stairs
3. Geotechnical Assessment Joyce Lockwood CP Stairs

Attachment 1
Joyce Lockwood Community Park Context Maps





April 19, 2018

Mark Dobbs
Regional District of Nanaimo
1490 Springhill Road
Parksville, BC V9P 2T2

Via Email: mdobbs@rdn.bc.ca

**RE: JOYCE LOCKWOOD PARK BEACH ACCESS STAIRS
FIELD OBSERVATIONS APRIL 12, 2018**

1.0 INTRODUCTION

As requested, Sarah Bonar R.P.Bio of Aquaparian Environmental Consulting Ltd (Aquaparian) completed a site inspection with you of Joyce Lockwood Park beach access stairs on April 12, 2018. A site location map has been included as Figure 1. Site photographs are included as Appendix A.

As understood, erosion has occurred which has damaged the lower portion of the beach access stairs within Joyce Lockwood Park which is a popular beach destination with local residents. The residents would like the stairs to be repaired. The following is a summary of observations and regulatory requirements if the stairs are to be reconstructed.

2.0 OBSERVATIONS

The park is located on the north eastern shore of Gabriola Island off the end of Whalebone Road. A pedestrian path meanders through a forest stand aligned parallel to the top of the shoreline bank. A forested swamp is located on the west side of the trail to the beach and a small drainage course flows north crossing the trail near the end of Whalebone Road. The forested swamp appears to be vegetated with a second growth stand of black cottonwood and salmonberry with western red cedar along the trail alignment. The suite of vegetation indicates high groundwater conditions.

Two patches of what appear to be exposed shell midden were observed on the trail surface approximately halfway to the beach stairs.

The shoreline is vegetated with mature trees dominated by Douglas fir, red alder, western red cedar and an understory of shrubs. The stairs are located on a steep bank approximately 4m in

height. The bottom section of the stairs is gone and the stairs are blocked from pedestrian access at the top and what's left of the bottom.

The shoreline is entirely exposed to the Georgia Strait and the bank is comprised primarily of clay soils. The lower portion of the slope for a long distance of the shoreline is eroded forming a cut bank approximately 1.5m high of saturated and seeping clay soils with exposed tree roots. Some of the trees are failing.

The high intertidal beach zone is comprised of sand, gravel and cobble for approximately 20m with drift log accumulation near the high tide line. A review of Google earth shows an intertidal exposure of approximately 100m at low tide to a ridge of exposed bedrock which extends southeast starting from the shore opposite Whalebone Road. The bedrock ridge forms a small basin collecting sand in the lower intertidal area fronting the park.

The soils in the upland area of the park and west of the trail are saturated. A small drainage course is located to the north of the stairs on the adjacent parcel that cuts down the bank to the shoreline which is likely also draining the forested swamp located west of the trail.

3.0 RECOMMENDATIONS

- Because the bank is steep and unstable showing signs of active erosion, a geotechnical engineer should be retained to provide recommendations for the bank and to provide recommendations for the proposed stair reconstruction.
- If possible, design the stairs to span over the slope from the top of the bank to the bottom to avoid additional impacts to the slope. Footings are to be positioned as close to the bottom of the bank as possible (within 1m) to avoid Crown Land tenure requirements.
- Cut the dead tree that is next to the existing stairs leaving the stump in the ground. The log can stay on the beach.
- If the stairs can be reconstructed either on the existing or on a new alignment, Aquaparian recommends the following environmental protection measures to avoid resulting in Serious Harm as defined by the *Fisheries Act*.
 - Relocated drift logs along the beach to expose the work area.
 - Avoid using heavy equipment on the beach if possible. If it is necessary, ensure the machines use environmentally friendly hydraulic oil and are clean and free of leaks prior to coming to the site. Spill kits are to be on site adequate to manage any spill that may occur including clean-up bags.
 - Avoid vegetation removal from the bank as much as possible.

- Complete the work in the dry summer months.
- Complete the work during low tide.
- If concrete pouring is necessary for the footings, use quick setting concrete mix, no uncured concrete or concrete wash water is to enter the ocean – work during the longest tide exposure possible. Tools and equipment are not to be washed on site.
- All spills of deleterious substances are to be reported to EMBC 1-800-663-3456.
- Exposed soils are to be re-vegetated with the same native species as are found in the area. Additional planting specifications can be provided once a reconstruction plan is formulated.

Fisheries and Oceans Canada:

If the project is carried out using Best Management Practices and measures outlined in this report to avoid impacts to the marine environment, no Serious Harm to Commercial, Recreational or Aboriginal Fisheries is likely to result. If the stairs are to be replaced, Aquaparian should be given an opportunity to review the proposed design and construction plan to provide additional recommendations as necessary.

Island's Trust Official Community Plan:

A review of Gabriola Island, Official Community Plan (OCP), Bylaw 166 identifies shorelines as environmentally sensitive areas. Schedule D - Development Permit Areas, did not identify any DPAs for the shoreline of Joyce Lockwood Park.

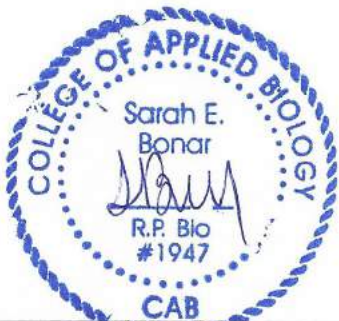
The Province protects archaeological sites, whether known or unrecorded, through the *Heritage Conservation Act*. This protection applies to both private and Crown land and means that landowners must have a provincial heritage permit to alter or develop within an archaeological site. Prior to bringing heavy equipment to the site, complete a review for known archaeological records within the area. The two patches of what appear to be exposed shell midden should be assessed by a qualified consulting archaeologist to determine if it is an archaeological deposit and of so to provide appropriate recommendations. Section 6.3 of the Gabriola Island OCP states: "*The Regional District of Nanaimo, through its building inspection function, shall be requested to ensure archaeological sites identified on Gabriola are protected during construction activities*".

4.0 CONCLUSION

Aquaparian trusts this information meets your requirements at this time. If you have any questions or require further information, please contact the undersigned.

Regards,

AQUAPARIAN ENVIRONMENTAL CONSULTING LTD



Sarah Bonar, B.Sc., R.P.Bio
Principal

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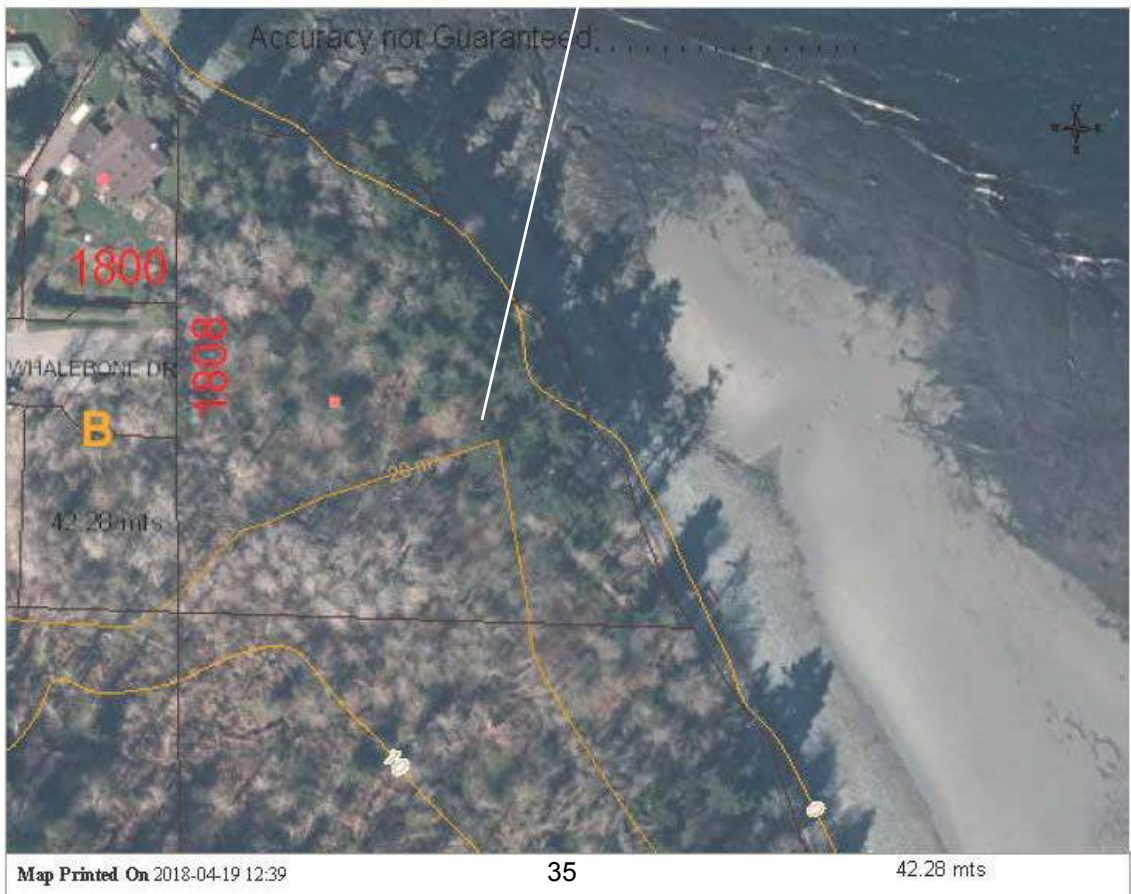
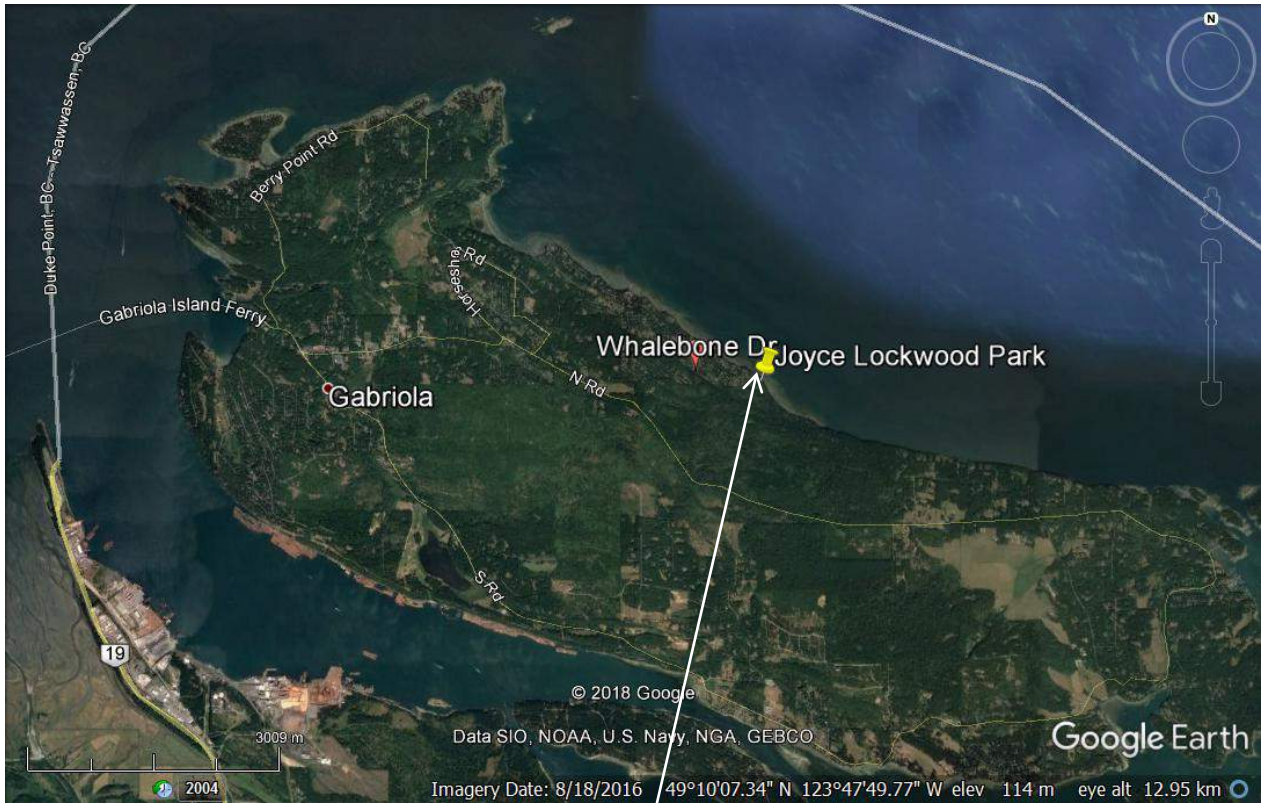
201-321 WALLACE ST, NANAIMO, BC V9R 5B6
SARAH BONAR 250-714-8446 CHRIS ZAMORA 250-714-8864

FIGURE 1
SITE LOCATION MAP



201-321 WALLACE ST, NANAIMO, BC V9R 5B6
SARAH BONAR 250-714-8446 CHRIS ZAMORA 250-714-8864

FIGURE 1. SITE LOCATION MAP



APPENDIX A
SITE PHOTOGRAPHS



201-321 WALLACE ST, NANAIMO, BC V9R 5B6
SARAH BONAR 250-714-8446 CHRIS ZAMORA 250-714-8864

APPENDIX A
SITE PHOTOGRAPHS – PHOTO SHEET 1



Photo 1. Looking directly at the stairs.



Photo 2. Immediately north of the stairs is a potential alternative alignment.

PHOTO SHEET 2



Photo 3. Looking south along the shoreline which is showing the same cut bank at the base of the slope all along the shoreline.



Photo 4. Looking north along the shoreline.



Photo 5-8. Showing the upslope forested swamp and drainage channels to the ocean through and adjacent to the park.



May 9, 2018
File: SGL18-016

Regional District of Nanaimo
1490 Springhill Road
Parksville, BC V9P 2T2

Attention: Mr. Mark Dobbs, Superintendent of Parks Operations and Capital Projects

**Re: Joyce Lockwood Community Park, Gabriola Island
Geotechnical Recommendations for Beach Access Temporary Stair
Repair**

INTRODUCTION

As requested, Simpson Geotechnical Ltd. (SGL) has conducted a geotechnical review of the damaged beach access stairs at Joyce Lockwood Community Park on Gabriola Island. We understand that the existing beach access stairs were constructed in approximately 2008. The lower portion of the stairs have sustained damage from winter storms and were closed in early 2017 for safety reasons. The approximately location of the stairs is illustrated on Figure 1.

The purpose of our assessment was to provide geotechnical recommendations for temporary repair of the existing beach access stairs. We understand these repairs would be temporary as the Regional District of Nanaimo explores a better long term solution to providing beach access in the area.

SITE DESCRIPTION

We conducted our site review on April 23, 2018. The beach access stairs were located on the southern portion of Joyce Lockwood Park on an eastern facing backshore slope adjacent to the Strait of Georgia, approximately as shown on Figure 1.

The existing stairs were of wooden construction that began at the top of the eastward facing backshore slope as a low wooden boardwalk that progressed to descending the

backshore slope through two flights of stairs with two intermediate landings. The final flight of stairs that would have descended from the lower landing to the beach level was absent and was reportedly removed last year due to storm damage. A cross section of the slope surface through the stair alignment was obtained by laser rangefinder and is shown on Figure 2.

The wooden structure was supported on pairs of 200mm diameter concrete piers bearing on concrete pad footings that bore directly on the ground surface. The stair structure that remained in place was in relatively good condition for its age, with no significant deformation suggestive of slope movement observed.

There was evidence of one of the stair foundation piers having been replaced relatively recently. It appeared that repair was due to erosion from overland water flow and not from slope movement or settlement.

The toe of the backshore slope was eroded by ocean waves to a near vertical 1.2m high slope that exposed soft silt/clay with a trace of fine sand and occasional small gravel. Water seepage was emanating from the eroded slope approximately 0.5m above the beach level. The lowest stair foundation pier was located within 0.3m of the crest of that eroded slope.

The remainder of the slope above the wave eroded toe was vegetated with primarily conifers with trunk diameters up to approximately 400mm and a low brush understory. Most tree trunks on the slope above the slope toe were relatedly straight to slightly tilted downslope, suggestive of minor surficial downhill slope creep. The trees along the slope toe were predominantly pistol-butted and/or severely tilted downslope, indicative of progressive wave erosion undermining the trees along the slope toe.

The beach seawards of the backshore slope comprised low slope gravel and cobbles. The natural boundary with the sea appeared to be approximately at the eroded slope toe.

The stair and backshore slope conditions are illustrated on the attached photo log.

SLOPE STABILITY

The stability of the slope at the stair location was modeled using Slope/w limit equilibrium slope stability software. The stability model was based on the slope

geometry shown on Figure 2, with soil properties and groundwater conditions estimated from the soil exposure at the slope toe.

That slope stability model showed that the existing slope has a minimum factor of safety against circular slope movement of marginally greater than 1.0. Output from the slope stability modelling is appended.

Structures are typically not located in areas with a static slope stability factor of safety of less than 1.5. At the existing factor of safety of 1.0, slope movement may occur from relatively minor changes to the slope conditions such as saturation from heavy rain, erosion of the toe, or seismic events.

DISCUSSION AND RECOMMENDATIONS

The damage to the lower portion of the beach access stairs appears to be the result of wave impacts during storm events and not due to slope instability. However, the stability of the slope that the stairs descend should be considered marginal, and future slope instability is possible from relatively minor changes in the slope conditions. In light of the plasticity of the observed soil that comprises the slope, potential slope movement is anticipated to express as gradual downslope creep and deformation. The potential for sudden large scale movement is considered to be low.

Based on our site observations and discussions with you on-site, the lower flight of stairs of the beach access stairway could be restored for temporary use by buttressing the wave eroded slope toe to increase support the lowest existing stair foundation pier and provide stairs from that buttress to the beach level. Those stairs could be designed to retract during storm season to minimize damage from wave impacts.

We currently envision that buttress and landing for retractable stairs could be provided with Lock Block®-type 0.75m x 0.75m x 1.5m segmental concrete blocks placed two high and two deep against the eroded slope toe adjacent to the existing stairs. Details of the proposed arrangement are shown on the attached Figure 3.

Rip rap armor around the three sides of the buttress blocks and keyed into and below the beach level should be provided to reduce wave impact forces on the blocks, provide transition from the blocks to the beach gravel, and reduce the potential for waves to undermine the blocks.

The buttress blocks and rip rap foreshore armor should be installed under review of Simpson Geotechnical Ltd. Installation of the foreshore armor will require excavation below the existing beach grade to provide appropriate scour protection. The armor system may otherwise be placed against and around the existing vegetation and trees to minimize disturbance of the slope and to maintain the natural stabilization the vegetation provides as much as practical.

The rip rap material should be a hard, durable material of blocky and angular shape with sharp edges and flat faces approved by the geotechnical engineer.

The gradation of the rip rap should be in accordance with the table shown on Figure 3. The rip rap should be individually machine placed (not end dumped) under review of the geotechnical engineer to minimize void space between pieces.

Native plants should be encouraged to reestablish within the rip rap armor and any disturbed areas inland of the armor.

DISCUSSION

The temporary beach access stair repair described above is intended to reduce wave erosion of the backshore slope at the stair location and provide additional support to the existing portion of the stairs. However, periodic maintenance may be required, especially following major storm events. Maintenance may consist of restoring dislodged rip rap pieces and concrete blocks.

Slope instability at the stair location may occur. That deformation may displace and damage the stairs and foundation piers.

All work should be conducted in accordance with the recommendations of an environmental consultant and best management practices for shoreline work. Appropriate permits may be required from the Regional District of Nanaimo and the Islands Trust prior to commencing installation of the shoreline buttress and stairs.

CLOSURE

SGL appreciates the opportunity to be of service on this project and looks forward to working with you as the project progresses. This report was prepared for the exclusive use of the Regional District of Nanaimo for the proposed temporary stair repair described above. Any use or reliance made on this report by an unauthorized third party is the responsibility of that third party. Contractors should make their own

assessment of the property for the purposes of bidding on and performing work on the site.

No subsurface assessment was conducted in the preparation of this report. Geotechnical field reviews during construction are recommended and the geotechnical recommendations may be modified as required to suit the actual encountered site conditions.

This report has been prepared in accordance with standard geotechnical engineering practice. No other warranty is provided, either expressed or implied.
Yours truly,

Simpson Geotechnical Ltd.

Per:


Richard Simpson, P. Eng



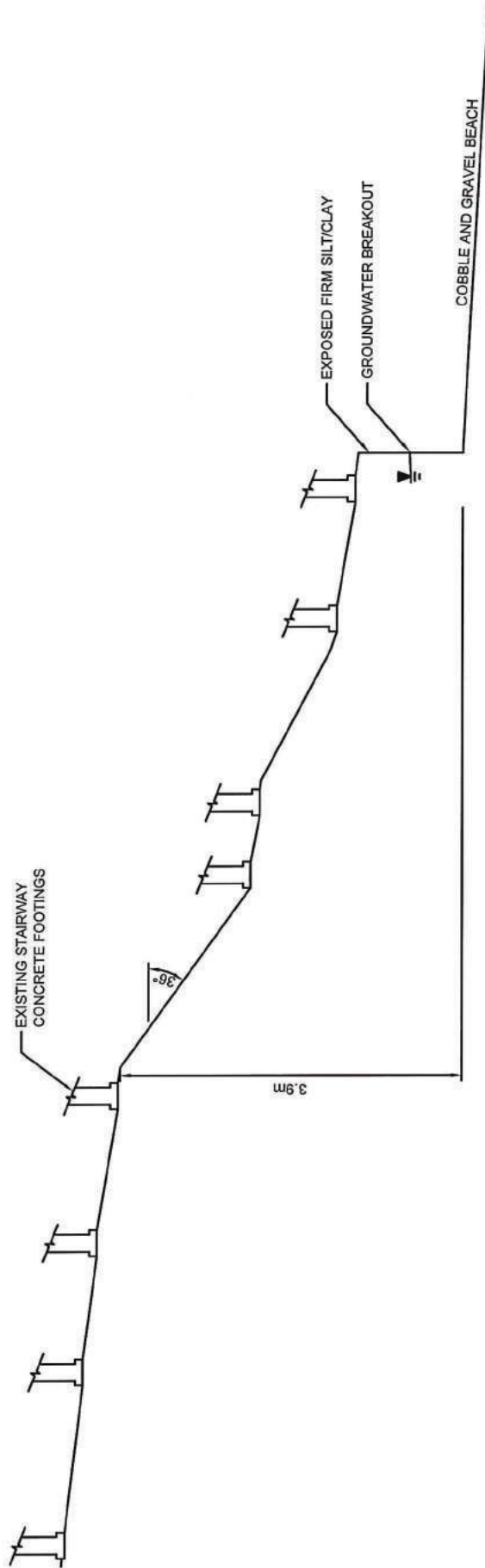
Attachments:

- Figure 1 – Site location plan
- Figure 2 – Cross Section A-A
- Figure 3 – Proposed temporary buttress and stair repair
- Photo Log
- Slope/w Output



Project: Joyce Lockwood Park Gabriola Island Temporary Stair Repair		Date: May 9, 2018	
Title: Site Location Plan		Dwg. No.: Figure 1	
Client: RDN Parks		Scale: 1 : 1500	
File: SGL18-016	Drawn by: RRS		

SIMPSON GEOTECHNICAL LTD.



Looking Northwards

Project: Joyce Lockwood Park Gabiola Island Temporary Stair Repair

Title: Cross Section A-A through Existing Stairs

Client: RDN Parks

File: SGL18-016

Drawn by: RRS

Scale: 1 : 75

Date:

May 9, 2018

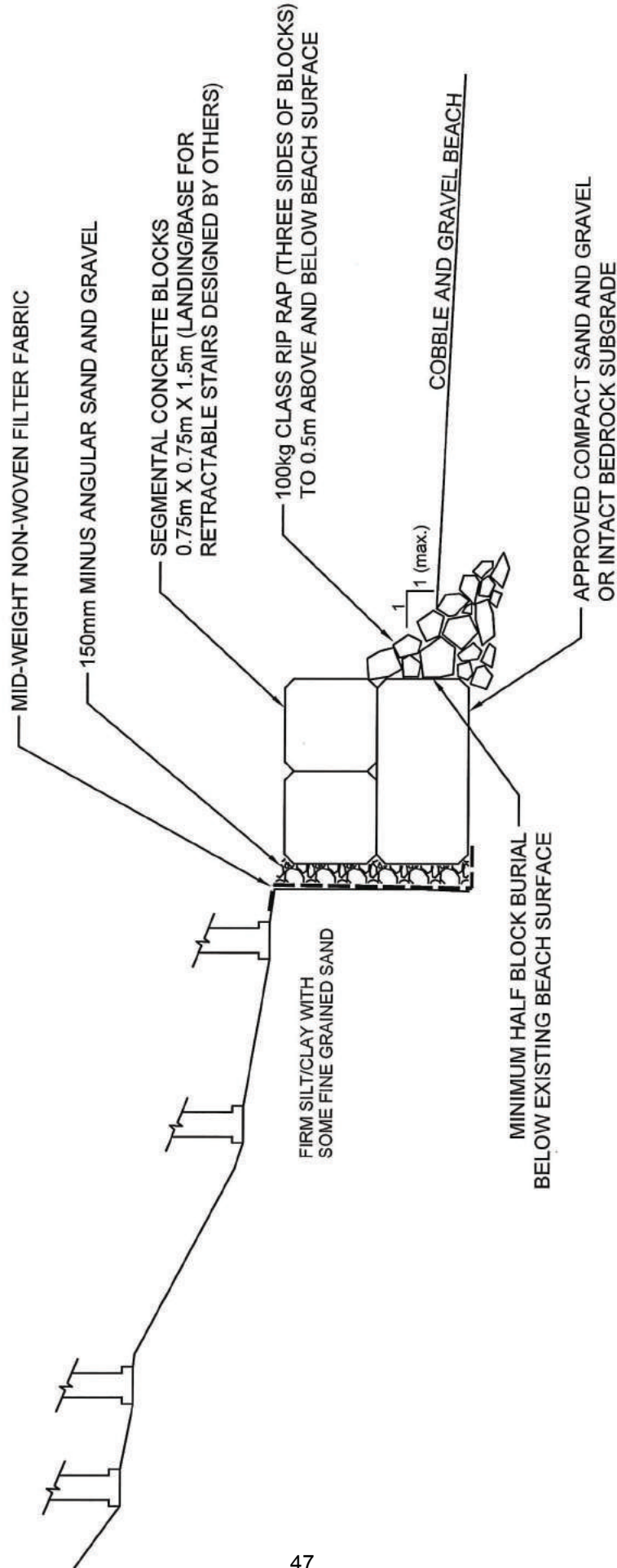
Dwg. No.:

Figure 2

SIMPSON GEOTECHNICAL LTD

Table 1 - 100 kg Class Rip Rap

Percent Smaller than Approximate Average Dimension (mm)			
100%	85%	50%	15%
<700	600	400	200



Looking Northwards

Project: Joyce Lockwood Park Gabiola Island Temporary Stair Repair			
Title: Cross Section A-A through Existing Stairs			
Client: RDN Parks			
File: SGL18-016	Drawn by: RRS	Date: May 9, 2018	Dwg. No.: Figure 3
	Scale: 1 : 75		



Photo 1 – Looking southeastward at beach access stairs



Photo 2 – Concrete pier foundation on upper slope



Photo 4 – concrete pier foundation on lower slope



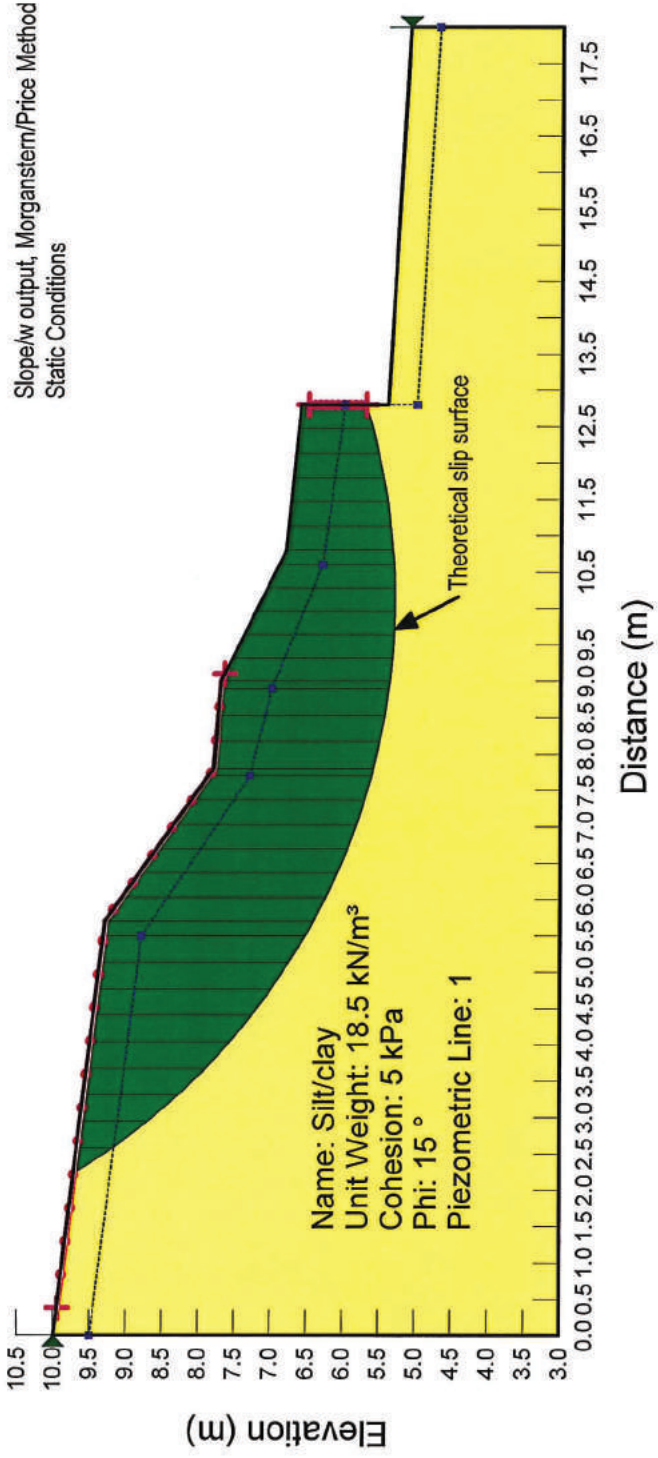
Photo 5 – eroded slope toe and tilted trees below remaining portion of beach access stairs



Photo 6 – eroded slope toe and tilted trees below remaining portion of beach access stairs

Project: Joyce Lockwood Community Park Stairway Repair
 Project No. SGL18-016
 Date: May 4, 2018

Factor of Safety = 1.099



SIMPSON GEOTECHNICAL LTD

TO: Electoral Area B Parks and Open Space Advisory Committee **MEETING:** September 17, 2018

FROM: Elaine McCulloch
Parks Planner

SUBJECT: 5-Year Project Plan Approval – Electoral Area B

RECOMMENDATION

That the 5-Year Project Plan: 2019-2023 for Community Parks in Electoral Area B be received as information.

BACKGROUND

The 5-year Project Plan outlines the Community Parks projects identified for the Electoral Area. Projects are ranked by priority, high to low. Suggestions have come from the Parks and Open Space Advisory Committee, the Electoral Area Director, and applicable Plans. The project list is reviewed every year to ensure that new priorities are captured. A draft 5-Year Project Plan: 2019-2023 was presented to the Parks and Open Space Advisory Committee at their regular meeting held June 18, 2018 and the following suggested changes have been incorporated:

2019 – install infant change tables in the public washrooms at Rollo McClay Community Park.

2019 – undertake an accessibility assessment of the public washrooms at Rollo McClay Community Park.

NEXT STEPS

The attached 5-Year Project Plan: 2019-2023 has been updated based on the Parks Division work load, funding availability, and the Committee’s input. The document will guide Community Park projects in 2019 and will be reviewed and updated again with the Parks and Open Space Advisory Committee in the summer of 2019.

FINANCIAL IMPLICATIONS

Electoral Area B Community Park projects planned for next year will be considered as part of the 2019 budget process. Project budget guidelines are provided on the attached 5-Year Project Plan: 2019-2023 EA B along with the funding sources, if known and/or currently available.

The available funding sources for Community Parks are the Area B Community Parks Budget and the Area B Reserve Fund. The Cash-in-Lieu Reserve Fund can only be used to purchase park land. Community Works Funds can also be used when available. Current budget availability for Electoral Area B is:

EA B Reserve Fund	\$56,642
EA B Cash-in-Lieu Reserve Fund	\$0
Area B Community Parks Budget general development (typical annual amount)	\$20,000

The Community Parks Budget is reviewed annually by the Regional Board and funding priorities are set with consideration of input and recommendations from the Electoral Area B Parks and Open Space Advisory Committee.



Elaine McCulloch
emccullochl@rdn.bc.ca
August 13, 2018

Reviewed by:

- W. Marshall, A/General Manager, Recreation and Parks Services
- P. Carlyle, Chief Administrative Officer

Attachments

1. 5-Year Project Plan 2019-2023 EA B

RDN Electoral Area 'B' Community Parks

5-Year Project Planning: 2019-2023

PLANNING WORKSHEET - FINAL

provided for information at the September 17, 2018 POSAC meeting

Note: This worksheet is provided for planning purposes only and is subject to change to accommodate other Board directives, funding constraints, and staff resources.

		Estimated Cost	Budget Notes	Origin
Current Year Projects (2018)				
2018	Huxley CP: Gabriola Skatepark construction drawings (inc.survey, geotech)	\$75,000	CW Funds, 2018	May 22, 2018 Board
2018	Huxley CP: electrical assessment	\$10,000	CP Operational Budget, 2018	
2018	Huxley CP: sports court line painting	\$10,000	CW Funds, 2018	May 22, 2018 Board
2018	Huxley CP: benches, wind screens, other general maintenance	\$3,000	CP Operational Budget, 2018	
2018	Huxley CP: Phase 1 official opening	\$500	CP Operational Budget, 2018	
2018	707 CP: gate, drainage, road repairs	\$11,000	CP Operational Budget, 2018	
2018	Cox CP: trail construction (work with GaLTT)	\$0	staff / volunteer time	April 9, 2018 POSAC
2018	Cox CP: maps for trail signs (work with GaLTT)	\$0	staff / volunteer time	
2018	Pilot Bay CP: bench & sign install	\$1,000	CP Operational Budget, 2018 / volunteer time	
2018	Whalebone Parks: trail upgrades	\$11,000	CP Operational Budget, 2018	
2018	Joyce Lockwood CP: beach access planning	\$25,000	CW Funds, 2018	
2018	Rollo McClay CP: batting cage (work with GSA)	\$0	staff time	May 24, 2016 Board
2018	Village Way Path: design modifications as per MoTI requirements	TBD	CW Funds, 2018	
2018/19	Cox CP property addition: basic property assessment & security/safety improvements	\$5,000	CP Operational Budget, 2018 - contingent on property acquisition	
2018/19	707 CP property addition: basic property assessment & security/safety improvements	\$15,000	CP Operational Budget, 2018 - contingent on property acquisition	
2018/19	707 CP: directional signage review and install	\$5,000	CP Operational Budget, 2018 - contingent on property acquisition	

High Priority Projects (2019-2020)				
2019	Huxley CP: skatepark grant applications	\$0	staff time	
2019	Huxley CP: picnic table & chess board	\$4,000	CP Operational Budget, 2019	
2019	Whalebone Parks: signage plan and install	\$5,000	CP Operational Budget, 2019	
2019	Whalebone Parks: Hummingbird CP stair feasibility planning	\$6,000	\$2,000 engineering assessment; \$3,000 geotech evaluation; \$1,000 Env Assess	
2019	Joyce Lockwood CP: trail improvements	\$11,000	CP Operational Budget, 2019	
2019	Wheelchair Accessible Water Access: Twin Beaches Prov Park- RDN liaise with BC Parks	\$0	staff time	June 2, 2015 POSAC
2019	Dodd Narrows CP: master plan	\$5,000	CP Operational Budget, 2019	
2019	Village Way Path: construction	TBD	CW Funds, 2019	
2019	Rollo-McClay CP: infant change table installation	\$1,200	CP Operational Budget, 2019	
2019	Rollo-McClay CP: washroom accessibility assessment	\$2,000	CP Operational Budget, 2019	
2020	Huxley CP: Phase 2 tender & construction (skatepark/park entrance/parking lot)	\$560,000	CW Funds; CP Capital Reserves; community contribution; potential grant funding	
2020	DeCourcy Rd Water Access: stair replacement	\$12,000	CP Operational Budget, 2020	
2020	Rollo-McClay CP: entrance sign replacement	\$4,000	CP Operational Budget, 2020	
2020	Whalebone Parks: signage install	\$4,000	CP Operational Budget, 2020	
2020	Park Acquisition Review - In Camera	\$0	staff time	

Medium Priority Projects (2021-2022)			
2021	707 CP: management plan update	\$30,000	CP Operational Budget, 2021
2021	Huxley CP: Phase 3 planning (tennis court renovation, storage buildings, bleachers)	\$10,000	CP Operational Budget, 2021
2021	Bells Landing Water Access: boat launch feasibility study	\$15,000	CP Operational Budget, 2021 January 23, 2017
2021	Dog Off Leash Park: feasibility planning/public consultation	\$3,000	CP Operational Budget, 2021
2021	Spring Beach Water Access: Stair replacement feasibility/planning	\$6,000	\$2,000 engineering; \$3,000 geotech; \$1,000 Environmental; \$2,000 Archeological

Low Priority Projects (2023-)			
2023 -	Huxley CP: Phase 3 grant applications (tennis court reno, storage buildings, bleachers)	\$0	staff time
2023 -	Huxley CP: Phase 3 construction (tennis court reno, storage buildings, bleachers)	\$300,000	TBD
2023 -	Cox CP: management plan	\$25,000	CP Operational Budget, 2023
2023 -	Cox CP: property addition development	\$160,000	TBD July 2017, POSAC
2023 -	707 CP: property addition development	TBD	TBD

Additional Project Suggestions			
Gabriola Water Access Development			
	Shaw Rd Water Access: MoTI permit, stair construction, signage	\$45,000	
	Eastholme Rd. Water Access: MoTI permit, survey, bench, signage	\$5,000	
	Rowan Rd. Water Access: MoTI permit, survey, trail development, signage	\$5,000	
	Ivory Way Water Access: benches, small pking area/turnaround, signage	\$0	staff time
	Sir Williams/Saint Catherine's Water Access: trail/bench		
Mudge Water Access Development			
	MI-14 & MI-18 - trail access to shore, off-road parking, signage		Priority #2 & #3
	Mudge Island Community Park improvements		Priority #4
	MI-21, MI-22, MI-26, MI-27 viewpoint development (inc bench, signage)		Priority #5
	survey & sign remaining water accesses.		Priority #6
Trail Development			
	Support GaLTT to develop mobility accessible loop trail		June 2, 2015 POSAC
Park Development			
	707 CP: parcel consolidation	\$0	staff time
	707 CP: develop parking area - North Rd.	\$20,000	
	707 CP: develop parking area - Coats Dr.	\$20,000	
	707 CP: conservation covenant	\$0	staff time

Completed Projects		Cost	
2017	Gabriola Skatepark - Concept Plan	\$12,000	
2017	Huxley CP: Playground construction (Phase 1 & Phase 2)	\$226,125	(\$13,200 donations & grants, \$212,925 CWF)
2017	Huxley CP: tennis court resurfacing & sports court perimeter board replacement	\$148,410	(\$80,000 donations/grants; \$12,500 CWF; \$40,500 CP Reserve; \$15,500 CP Op 2017)
2017	Cox Community park - entrance sign & benches	\$5,000	
2017	707 CP: Old Centre Rd trail brushing	\$9,000	
2017	Whalebone Parks trail improvements - trail upgrades, signage	\$20,000	
2017	Whalebone Parks Water Access improvements - Queequeg, Bluewhale, Joyce Lockwood	\$25,000	
2017	Islands Trust Bylaw Referral 289/290 Response (Potlatch)		
2017	Pilot Bay CP: trail construction (worked with GaLTT)	\$0	staff / volunteer time
2016	Dodd Narrows CP Land Purchase		
2016	Joyce Lockwood CP: toilet & surround		
2016	Bells Landing Water Access: gravel surfacing		
2016	Huxley Park Playground & Sports Courts: grant writing		
2016	Whalebone parks improvements - survey work, directional and regulatory signage		
2016	Mudge Island Water Access - boundary identification (MI-21, MI-22, MI-26)		
2015	Rollo McClay CP: parking lot improvements		
2015	Rollo McClay CP: playground installation		
2015	Joyce Lockwood CP: lease renewal		
2015	Honeysuckle Trail - work with GaLTT & MoTI on trail permit & development		
2015	Mudge Island Water Access Identification: MI-05, MI-18, MI-20, MI-23, MI-27, MI-15		
2014	Rollo McClay CP: Water Reservoir Upgrades		
2014	Whalebone CP's: clean-up & reclaim entrances		
2014	707 CP: gate installation (South Road)		
2014	707 CP: bank stabilization at 880 Christine Close		
2014	Huxley CP: community consultation & park concept design		