

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

**Monday, June 24, 2019
7:00 P.M.
Lighthouse Community Centre**

Pages

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1 Electoral Area 'H' Parks and Open Space Advisory Committee Meeting - February 25, 2019** **2**

That the minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held February 25, 2019, be adopted.
- 4. DELEGATIONS**
- 5. UNFINISHED BUSINESS**
- 6. REPORTS**
 - 6.1 Parks Update Report – January to March 2019** **4**

That the Parks Update Report – January to March 2019 be received as information.
 - 6.2 5-year Project Plan - Electoral Area H Spring 2019** **13**

That the 5-year Project Plan: 2020-2024 for Community Parks in Electoral Area H be approved.
- 7. BUSINESS ARISING FROM DELEGATIONS**
- 8. NEW BUSINESS**
 - 8.1 PL2018-164 & PL2019-074 Subdivision and Park Land Dedication** **17**
- 9. ADJOURNMENT**

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

Monday, February 25, 2019
1:00 P.M.
Lighthouse Community Centre

In Attendance:	Director S. McLean	Chair
	L. Bucke	D69 Recreation Commission
	L. Acosta	Member at Large
	C. Browne	Member at Large
	N. Robertson	Member at Large
Regrets:	J. Chesley	Member at Large
Also in Attendance:	E. McCulloch	RDN Park Planner

CALL TO ORDER

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

APPROVAL OF THE AGENDA

It was moved and seconded that the agenda be approved as presented.

CARRIED UNANIMOUSLY

INTRODUCTIONS AND ORIENTATION

All members provided introductions. New members include L. Bucke, L. Acosta and C. Browne. New Chair, Director S. McLean, welcomed all.

E. McCulloch presented POSAC orientation material. The orientation package included: a USB stick with committee information, Recreation & Parks Orientation Chart, Maps, Mileage Claims, POSAC terms of reference and the Community Parks and Trails Strategic Plan.

ELECTION OF SECRETARY

L. Acosta volunteered to be secretary for the committee and C. Browne was appointed alternate secretary. With no other nominations, L. Acosta was acclaimed secretary.

ADOPTION OF MINUTES

Electoral Area H Parks and Open Space Advisory Committee Meeting - June 11, 2019

It was moved and seconded that the minutes of the Electoral Area H Parks and Open Space Advisory Committee meeting held June 11, 2019 be adopted.

CARRIED UNANIMOUSLY

REPORTS

Parks Update Report - July-September 2018

It was moved and seconded that the Parks Update Report - July - September 2018 be received as information.

CARRIED UNANIMOUSLY

Parks Update Report – October-December 2018

It was moved and seconded that the Parks Update Report – October-December 2018 be received as information.

CARRIED UNANIMOUSLY

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 2:30

CHAIR

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: May 7, 2019

FROM: Wendy Marshall
Manager of Parks Services

SUBJECT: Parks Update Report – January to March 2019

RECOMMENDATION

That the Parks Update Report – January to March 2019 be received as information.

SUMMARY

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

Planning and Capital Projects – Key Highlights

Regional Parks and Trails

Mount Benson Parking Facilities RP-S4-1.20

Parking lot construction is underway with good progress made to date. Site clearing and blasting work are complete, common excavation work, fill placement and storm drainage works are ongoing. Rock blasted from the site will be re-purposed in the design for slope armoring, land-scape features and further processed to become suitable fill material. Variable subgrade conditions were expected and clearing the site did expose areas of unsuitable subgrade soils. Removal and replacement with suitable materials was necessary and a project contingency is in place for such an occurrence. Substantial project completion is anticipated for the end of June 2019.

Benson Creek Falls Facilities RP-S2-3.7

A grant application was submitted to the Economic Infrastructure and Innovation Program for the parking lot, bridge and decent to the falls. The Stage 1 submission was approved for funding up to \$103,125. However, the project now has to be approved under Stage 2 which requires more detailed information. The deadline for the Stage 2 application is September 30th.

TCT Trail Parking and Trail Realignment RP-S4-1.21

Curb stops were added to parking stalls in Phase I Timberlands Rd parking lot. Work continues with BC Hydro on obtaining approval for erection of map sign at the Phase I parking lot. Design of the Phase II parking lot (includes horse trailer parking) and Fortis BC gas line drainage channel crossing will be concluded in the spring and in time for 2020 budget planning. Note: the Trans Canada Trail is now known as The Great Trail (TGT), and work will take place in 2019 on the replacement of all signs along approximately 22 km of TGT.

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

Staff are awaiting Island Timberlands' response to a meeting request to initiate work on dedication of the 1911 Gazetted Horne Lake Road. Recent amalgamation of Island Timberlands and TimberWest operating staff into Mosaic Forest Management has contributed to the delay.

Staff will meet in the spring with Alberni-Clayoquot Regional District staff to explore an approach to engagement with the range of First Nations having potential interest in heritage designation of a traditional First Nations passage across Vancouver Island via Horne Lake.

Community Parks and Trails

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

Sports Court

The line painting contract has been issued. User groups have been contacted for review of proposed line layout and colours. Work is anticipated to occur the last week of April, weather permitting. The court will be closed for approximately 5 days. User groups will be notified of the temporary closure and notices will be posted at the park and on the RDN website.

Phase 2 and 3 Construction Drawings

Final construction drawings have been received and are with staff for review, pending approvals from the Islands Trust for a Development Variance Permit.

EA B - Village Way Path

MoTI has confirmed it will support the RDN's revised approach to path design. Final drawings and updated costing will be produced once project budget is refreshed. Work is beginning on an operating plan to establish how the path will be funded, regulated, maintained and replaced. The operating plan is to form part of a MoTI licence to develop the path. It is forecast that a report will be forwarded to the Board in the fall of 2019 concerning acceptance of a MoTI licence, funding of path construction and advancing to tender phase.

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

Additional information was provided to support the Non-Farm Use Permit application for parking lot construction previously submitted to ALC. No decision has been made by ALC at this time.

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

The Request for Statement of Qualifications (RFSQ) closed on March 11, 2019. A preferred proponent has been recommended and a fee proposal and scope of work is currently being formalized. It is anticipated that the successful proponent will start the work for the Redevelopment Planning project by the end of April.

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

The Request for Statement of Qualifications (RFSQ) was issued on March 1, 2019 and closed March 15, 2019. Proponent evaluations are underway. The preferred proponent will be recommended by mid-April 2019; fee proposal and scope of work will be formalized by end of April 2019. Detailed design and costing to be complete by end of August 2019.

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

The Building Permit for upgrades to the hall was issued on March 19th and preparations for construction are underway.

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

Construction deficiencies will be completed this spring including planting and fine grading.

General Updates

Registry and Mapping

Shape files for all community park acquisitions have been completed with work continuing on the creation of Regional Park and trail shape files. Community Park planning maps have been completed for all electoral areas and are being distributed to POSACs over the course of winter-spring 2019. The park acquisition registry system is now serving development of the RDN's asset management system.

Operations – Key Highlights

General Service Calls

Staff was heavily involved with clean-up of areas impacted by last December's windstorm. Clean-up of some areas extended into March due to weather conditions. Work on the Arrowsmith CPR Trail is still required due to earlier snow conditions.

Resident request calls and emails resulted in 10 work orders relating to hazard tree issues that required staff investigation, assessment, and in some cases removal of trees.

Park Inspection and Service Software RP-R2-4.6

Inspections were conducted at 147 park properties during the period of this report. Faults discovered during an inspection are often rectified at the time if minor or moved into the work order system if additional follow-up or other resources are necessary. Inspections help to identify items for future budget considerations and monitoring the condition of park assets.

Parks Programming

Trail Running program slated for February 24 was rescheduled to April 7 due to snowy and icy trail conditions.

Programming for Spring and Summer 2019 completed, with the Active Living Guide featuring three pages of parks information and Outdoor Recreation programs.

Park Use Permits

Area A – No permits issued for this quarter.

Area B – No permits issued for this quarter.

Area C – No permits issued for this quarter.

Area E – No permits issued for this quarter.

Area F – DFO was issued a permit to do road and side channel (Clay Young Channel) maintenance on March 21, 2019. Mid Vancouver Island Habitat Enhancement Society was issued a permit to do a tour of the Clay Young Channel on March 25, in conjunction with the Brant Festival.

Area G – BC Conservation Foundation was issued a permit to do an educational tour of Little Qualicum Estuary Regional Conservation Area in conjunction with the Brant Festival.

Area H - No permits issued for this quarter.

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.

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
April 16, 2019

Reviewed by:

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

Attachments

1. Parks Work Plan – January to March 2019

**Parks Work Plan
Jan-Mar 2019**

PARKS PROJECTS AND REQUESTS - 2019

Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comments
A	17-153	2018-025	Cedar Plaza	NCID application for connection and install irrigation	2017	2019 Q3	Underway	Waiting on North Cedar Improvement District.
A	18-144	2018-026	Glynneath	Trees - removal/replant. Keep park in natural state.	2018	2019 Q4	Underway	Grant money received. Planting to take place in fall.
A		2018-024	Kipp Road	Geotechnical options for site remediation	2018	2019 Q4	Not started	Planned for summer.
B	16-348, 18-008	2017-006	707	New Signs as per plan	2018	2017 Q4	Underway	Working with GaLTT to install new posts. Signage plan underway.
B		2018-031	Cox	New Property - add safety amenities	2018	2018 Q3	Not started	Will proceed once Cox additions are transferred to the RDN.
B		2019-007	Decourcy	Stair replacement	2019	2019 Q4	Not started	Planned for summer.
B		2018-029	Huxley	Electrical Upgrades Assessment	2018	2019 Q3	Not Started	To proceed if successful with grant funding.
B	19-021, 19-020	2019-008	Huxley	Grant applications for Skate Park	2019		Completed	Grant applications submitted. Decision expected fall 2019.
B		2019-009	Dodds Narrows	Park Master Plan	2019	2019 Q4	Not Started	Planned for fall.
B-CWrks	18-180	2018-030	Huxley	Phase II construction drawings	2018	2019 Q2	Underway	Awaiting final staff review once Development Variance Permit decision has been received from the Island Trust, end of May.
B-CWrks	18-182	2018-076	Huxley	Sport Court Line Painting	2018	2019 Q2	Underway	Anticipated completion by mid-May, weather permitting.
B	18-471	2017-009	Joyce Lockwood Stairs	Removal of old and trail upgrade	2018	2019 Q3	Underway	Stairs removed - Trail improvements to follow.
B-CWrks	18-310	2015-001	Village Way Path	Complete drawings and agreement	2014	2019 Q3	Underway	Meeting held with MOTI on changes. Work will proceed on agreement in April.
B-CWrks		2017-011	Village Way Path	Construction	2019	2020	Not Started	Planned for 2020.
C EW/PV		2019-010	Anders Dorrit	Detailed Design and ALC approval	2019	2019 Q4	Underway	Awaiting Non-Farm User permit from ALC for parking lot.
C Ext		2018-035	Extension Miners	Coal artifact display, trail to river design	2018	2019	Not started	Planned for fall.
C Ext			Extension Miners	Install Trail to river	2020		Not started	Planned for 2020.
C Ext		2018-034	Trails Initiative	Horse Access on Crown	2018	2019	Not started	Project on hold due to change in priorities with the Back Country Horsemen.
E	16-197	2016-009	Claudet	Utilities lot transfer	2016	TBD	On Hold	On hold.
E-Cwks	18-087, 19-060	2019-012	Jack Bagley	Court placement and design	2019	2019	Underway	RFSQ has closed and a consultant hired. Scope of work is now being defined.
E-Cwks	17-155, 17-409, 19-060	2018-036	Nanoose Road Community Park	Dog Park	2018	2019 Q2	Underway	Pricing and ordering of components is underway.

**Parks Work Plan
Jan-Mar 2019**

Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comments
E-Cwks	17-517, 18-086, 18-470, 19-060	2018-074	Stone Lake Drive	Design, open house and install	2018	2019	Underway	Layout plan is being developed and costing is being completed.
F		2018-040	ACT Trails	Palmer Road East Trail Construction	2018	2018	On Hold	Survey of corridor is complete but remainder of project is on hold.
F			ACT Trails	Bellevue Trail 1 - Grafton/Bellevue	2020		Not started	Not planned until 2020.
F			ACT Trails	Bellevue Trail 2 - Koperick link	2020		Not started	Not planned until 2020.
F		2019-013	Errington	Phase I detail design	2019	2019	Underway	RFSQ has closed and consultant evaluations are in progress.
F	Staff	2018-007	Errington	Operator Agreement	2018	2020	On hold	On hold until completion of infrastructure report.
F		2019-014	Errington	Infrastructure review and report	2019	2019 Q4	Underway	Meeting held with Utilities and the operator of the infrastructure at the parks. Further reviews to take place.
F	18-196	2018-041	Meadowood	Community Hall Construction	2018		Underway	Discussions taking place with the neighbourhood group on the operation of the hall.
G		2018-056	Blue Water	Clearing and restoration.	2017	2020	Underway	Spring 2019 restoration efforts to be determined in April 2019.
G	18-185	2018-078	Maple Lane	Develop plan and add to five year plan	2018	2018	Not started	To start in late Spring.
G	Posac	2018-010	River's Edge	Playground concept design	2019	2019	Underway	Topographic survey is complete for the site. Concept Master Plan desing is underway with costing to follow.
G-Cwks	18-295	2019-027	Little Qualicum Hall	Safety and Accessibiliity Upgrades	2018	2019 Q3	Underway	Building Permit Issued - work to commence in May.
H		2018-042	Beach Accesses	Signage and Improvements	2018	2019 Q3	Underway	Planning complete, awaiting installation.
H		2019-015	Dunsmuir	Phase II Planning	2019	2019 Q4	Not started	Planned for fall 2019.
H	18-148, 18-147	2018-012	Dunsmuir	Phase I Construction	2018	2019 Q2	Underway	Planting and final grading and drainage to occur this spring.
H		2016-013	Lions Park	Operators Agreement	2016	2019 Q3	Underway	Waiting for final feedback from the Lions Club.
H	Posac		Oakdowne	Licence on other crown parcels surrounding the park	2020		Not started	Planned for 2020.
H		2019-016	Sunny Beach	Improvements	2019	2019 Q4	Not started	Planned for fall 2019.
H		2018-017	Wildwood/LHRT	Kiosk	2018	2019	Underway	Site work and kiosk install is complete. Graphic design of signage is in final review stage.
Other-Comm	Board and POSAC		New signs for pilot parks	New sign development and install	2018	2020	Underway	Graphic design of signage continues.

**Parks Work Plan
Jan-Mar 2019**

Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comments
Other - Comm	Other		Bike Network Plan	Develop plans	2021		Not started	Planned for 2021.
REG	Staff	2017-019	Ammonite Falls Trail	Bridge Replace	2017	2019 Q3	Underway	Replacement planning underway.
REG		2019-017	ACPR Trail	McBey Bridge Repairs	2019	2019 Q3	Not started	Planned for late summer.
REG		2019-018	Parksville - Qual Links	Barclay Bridge - asphalt extension	2019	2019 Q3	Not Started	Planned for late summer.
REG	16-668	2017-049	Benson Creek Falls	Parking - monitor and communicate with residents	2017		Ongoing	Ongoing.
REG		2019-028	Benson Creek Falls	Weigles entrance parking lot design; includes woodlot trail to URA trail	2019	2019 Q3	Underway	Contract award for construction dwgs in progress.
REG			Benson Creek Falls	Weigles entrance parking Lot Construction	2020		Not started	Planned for 2020.
REG		2018-043	BigQ/ACRD Regional Trail	Detailed planning	2018	2020	Underway	Island Timberlands briefed on 1911 Road designation plan. RFQ for design-build of north shore route to be issued before end of Q3.
REG		2020-003	BigQ-ACRD Regional Trail	Construction	2020	2020	Not started	Planned for 2020.
REG		2018-048	Coats Marsh	Cabin Removal	2018	2019 Q1	Completed	Cabin removed.
REG		2019-032	Englishman River	RDN-DFO agreement	2019	2019 Q4	Underway	As of Q2, DFO available to work on revisiting agreement first drafted in 2008.
REG		2019-031	TCT Timberlands Parking Lot	Phase II parking lot and access trail	2019	2020 Q4	Underway	Engineered design to obtained in time for 2020 budgeting.
REG	Operational	2019-019	Horne Lake	Repairs to caretakers house	2019	2019 Q3	Not started	Planned for summer.
REG	Staff	2018-018	Descanso	Tree removal	2018	2019 Q2	Completed	Completed.
REG		2019-020	Englishman River	Hatchery Bridge	2019	2019 Q4	Not Started	Planned for fall.
REG	16-767	2017-024	First Nations Passage via Horne Lake	Heritage designation	2017	2020	Not Started	Planned for May.
REG		2017-021	La Selva Trail	Construction	2017		On hold	On hold due to property issue.
REG		2019-011	Nanaimo River	Accessible Toilet	2019	2019 Q3	Underway	Pricing underway.
REG			Moorecroft	Meadow Road Upgrade	2020	2019 Q2	Not started	Planned for 2020.
REG		2019-021	Moorecroft	Reroute Water Line	2019	2019 Q2	Underway	Civil and Survey plans underway.
REG CAP	16-666, 17-510, 19-029, 19-028, 19-027	2018-054	Mount Benson	Parking design and construction; includes new section of WLRT	2018	2019 Q2	Underway	BP Issued - Civil and Survey Plans underway.

**Parks Work Plan
Jan-Mar 2019**

Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comments
REG			Mount Benson	Trail Improvements - Condition and Evaluation of High Use Routes	2020	2018 Q3	Not started	Planned for 2020.
REG		2019-023	TCT signage update	Complete sign review. Apply to TCT for free signage if available; otherwise purchase. Update all signage.	2019	2021	Underway	Sign review initiated with assistance of volunteer; to be completed with staff as available.
REG			Top Bridge	Connection to Rail Trail - Design	2021		Not started	Planned for 2021.
REG	Posac	2018-017	Wildwood/LHRT	Kiosk development and installation - split with H	2018	2019	Underway	Site work and kiosk install is complete. Graphic design of signage is in final review stage.
REG	18-176	2018-047	Witchcraft Lake Regional Trail	Volunteer Trail Building	2018	2018 Q3	Underway	Planning for upcoming work underway.
REG	18-493	2019-029	Witchcraft Lake Regional Trail	Monitor use of boardwalk and parking on Benson View	2019	2020	Not started	Staff will meet in May to create a plan to monitor.
REG CAP	18-496	2018-050	Benson Creek Falls	Bridge Design	2019	2019 Q3	Underway	Construction drawings in progress.
REG CAP			Benson Creek Falls	Bridge Construction	2020		Not Started	Planned for 2020.
REG CAP	18-497	2018-050	Benson Creek Falls	Stairs at falls detailed design	2019	2019 Q3	Underway	Construction drawings in progress.
REG CAP			Benson Creek Falls	Stairs at falls construction	2020		Not Started	Planned for 2020.
REG CAP	19-026, 19-025, 19-024, 19-023	2019-022	Benson Creek Falls	Grant applications	2019	2020 Q4	Underway	Stage 1 ICET Funding application successful. Stage 2 application deadline Sept 30, 2019.
REG CAP	17-386, 19-089, 19-088	2019-030	Little Qualicum	Bridge Detail Design	2019	2019	Completed	Board Resolutions to Tender in 2020 and include \$839,910 in the 2020 budget for construction.
REG CAP	17-386, 19-089, 19-088	2017-068	Little Qualicum	Bridge Construction	2020		Not started	Planned for 2020.
REG CAP	Board	2014-001	Morden Colliery	Lease upgrade - survey etc.	2014		Underway	April site meeting scheduled with Ministry staff tasked with file.
REG CAP	16-124,14-755,14-754	2017-047	Morden Colliery	RFQ for functional design	2017	2019 Q3	Underway	Input received from City of Nanaimo and Procurement Mgr. Target release before end of Q2.
REG CAP			Morden Colliery	Construction	2020	2020	Not started	Planned for 2020.
Other	Operational	2019-024	RPT Plan	Develop RFP. Work with consultant on plan development	2019	2020 Q3	Underway	ToR in progress.
Other	Operational	2019-025	2020 Budget and Work plan	Create and forward for approvals	2019	2020 Q3	Not started	Work will start in June.
Other	18-217	2018-082	Wicklow West land exchange	Work with developer on land exchange	2018	2019	Underway	Project with Current Planning for recommendation.

**Parks Work Plan
Jan-Mar 2019**

Service Area	Origin	Project #	Park	Description	Start Date	Completion	Progress	Comments
Other	Staff	2019-006	Bylaw 1399	Update existing bylaw	2019	2019 Q4	Underway	Work with consultant progressing well. April meeting scheduled with two campground operators to review all fees.
Other	Staff	2019-005	Donation Program	Create program	2019		Not started	Planned for fall.
Other	Operational	2018-060	Parks Programming	Programming for all seasons	2018		Underway	Winter 2019 programming complete. Spring and Summer 2019 programming expanded this year to include more programs within Regional Parks.
Other	Operational	2018-052	Policies	Update	2018		Not started	Work planned for May.
Other	Operational	2018-059	School Programming	Working with schools to encourage more interpretive programs	2018		Underway	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.
Other	Operational	2018-058	Volunteers in Parks	Re-initiate program	2018		Not started	Working with volunteers on an individual basis. Will start in Fall 2019.
Other	19-090	2019-026	DCC Plan	Prepare a plan on DCCs	2019	2019 Q4	Underway	Work is underway and report being prepared for May Board.

TO: Electoral Area 'H' Parks and Open Space Advisory Committee **MEETING:** June 10, 2019

FROM: Elaine McCulloch **FILE:**
Parks Planner

Subject: 5-year Project Plan - Electoral Area H Spring 2019

RECOMMENDATION

That the 5-year Project Plan: 2020-2024 for Community Parks in Electoral Area H be approved.

SUMMARY

The 5-year Project Plan: 2020-2024 outlines the Community Parks projects identified for the Electoral Area and will guide the development of workplans and the capital plan.

BACKGROUND

The 5-year Project Plan: 2020-2024 outlines the Community Parks projects identified for the Electoral Area. Projects are ranked by priority, high to low. Suggestions come from the Parks and Open Space Advisory Committee (POSAC), the Electoral Area Director, and applicable Plans. The project list is reviewed every year to ensure that new priorities are captured.

ALTERNATIVES

1. That the 5-year Project Plan: 2020-2024 for Community Parks in Electoral Area H be approved.
2. That alternative direction be provided.

FINANCIAL IMPLICATIONS

Electoral Area H Community Park projects planned for next year will be considered as part of the 2020 budget process. Project budget guidelines are provided on the attached 5-year Project Plan: 2020-2024 EA H along with the funding sources, if known and/or currently available.


The available funding sources for Community Parks are the Area H Community Parks Budget and the Area H 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 H is:

EA H Reserve Fund	\$19,276
EA H Cash-in-Lieu Reserve Fund	\$232,154

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 H POSAC.

STRATEGIC PLAN IMPLICATIONS

Focus On Service And Organizational Excellence - We Recognize Community Mobility And Recreational Amenities As Core Services



Elaine McCulloch
emcculloch@rdn.bc.ca
May 17, 2019

Reviewed by:

- W. Marshall, Manager, Parks Services
- T. Osborne, General Manager, Recreation and Parks
- G. Garbutt, Acting Chief Administrative Officer

Attachments

1. 5-year Project Plan EA H 2020-2024_spring 2019

5-year Project Plan: 2020-2024 for Community Parks in Electoral Area H

Reserve Fund: \$19,276

PLANNING WORKSHEET

Cash-in -Lieu Reserve Fund: \$232,154

for review at the June 10, 2019 POSAC meeting

As of May 2019

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

* Operational Item

		Approved Budget 2019	Funding Source	Origin
Current Year Projects (2019)				
2019	Dunsmuir CP: Phase 1 final grading & planting	\$23,800	CP Operational Budget, 2019	April 24, 2018 Board
2019	Dunsmuir CP: Phase 2 construction drawings	\$6,000	CP Operational Budget, 2019	April 24, 2018 Board
2019	Wildwood CP: kiosk signage	\$5,000	CP Operational Budget, 2019	
2019	Beach Access: Sunny Beach planning	\$20,000	CP Operational Budget, 2019	
2019	Beach Access: signage & improvements	\$4,500	CP Operational Budget, 2019	June 11, 2018 POSAC
2019	Lions Park: Operators Agreement (5 year, renewable)	\$0	staff time	
2019	Oakdowne CP: crown land licence for surrounding properties	\$0	staff time	
2019	Lions Park: garbage can replacement (x2)	\$0	staff time	
2019	Lions Park: infrastructure review, base information review	\$0	staff time	
2019	Henry Morgan CP: maintenance review	\$0	staff time	

		Estimated Cost	Proposed Funding Source	Origin
High Priority Projects (2020)				
2020	Lions Park: community consultation & park concept plan (inc. consideration of skatepark)	TBD	CP Operational Budget, 2020	
2020	Dunsmuir CP: Phase 2 grant applications	TBD	CP Operational Budget, CW Funds, 2019	
2020	Beach Access: Sunny Beach improvements	TBD		

Medium Priority Projects (2021-2022)				
2021	Lions Park: Phase 1 detailed planning	TBD		
2021	Dunsmuir CP: Phase 2 tender and construction	TBD		
2022	Henry Morgan CP: Phase 3 Park improvements, planning	TBD	CP Operational Budget, 2020	

Low Priority Projects (2023-2024)				
	Dunsmuir CP: trail development feasibility assessment	TBD		
	Lions Park: Phase 1 tender & construction	TBD		
	Henry Morgan CP: Phase 3 Park improvements	TBD	CP Operational Budget, 2020	
	Area H roadside trails			
	Connecting school trail			ATP initiative

Additional Project Suggestions			
	Support roadside safety improvements		
	E&N community trail by rail		

Completed Projects		Cost		
2018	Leon-Marshall Rd Trail: improvements	\$15,000	CP Operational Budget, 2020	
2018	Wildwood CP: sign kiosk	\$10,000	\$5,000 CP Operational Budget, \$5,000 Regional Budget 2018	
2017/18	Dunsmuir CP: Concept Plan, Phase 1 construction drawings	\$10,000	CP Operational Budget, 2018	April 24, 2018 Board
2017	Water Access signage review	\$0	staff time	
2017	Water Access signage install: Raft Rd, Cochrane Rd, Henson Rd, Noonday Rd, Henry Morgan Dr, Deep Bay Dr (end of spit)		CP Operational Budget, 2017	
2017	Roadside Trails: OCP review	\$0	staff time	
2016	Dunsmuir CP: Concept Plan & open house	\$0	staff time	
2016	Contribution to Lighthouse Community Hall Upgrades	\$20,000	CP Operational Budget, 2016	
2016	Oakdowne CP: Crown Lease renewal & acquisition of surrounding properties	\$0	staff time	
2016	Dunsmuir Area: POSAC outreach event	\$0	staff time	
2015	Thompson Clarke Trail Lease Renewal	\$0	staff time	
2015	Park Open house: presentation materials & attendance	\$0	staff time	
2015	Contribution to Lighthouse Community Hall Upgrades	\$20,000	CP Operational Budget, 2015	
2015	Shoreline Drive stair repairs		CP Operational Budget, 2015	
2014	Oakdowne Trails: signage plan and sign installation	\$4,000	CP Operational Budget, 2014	
2014	Henry Morgan CP: Phase 2 play equipment installation	\$12,000	CP Operational Budget, 2014	
2014	Henry Morgan CP: porta potty surround	\$3,000	CP Operational Budget, 2014	
2014	Essary Rd: trail development & signage	\$1,000	CP Operational Budget, 2014	
2014	Contribution of Lighthouse Community Hall Upgrades	\$20,000	CW Funds, 2014	
2012	Henry Morgan CP: Phase 1 construction	\$200,000	CP Reserves, 2014; grant	

PLANNING REFERRAL

FILE NO: PL2019-074 & PL2018-164

DATE: May 29, 2019

FROM: Kristy Marks, Planner

TO: Elaine McCulloch, Park Planner

- | | |
|--|---|
| <input type="checkbox"/> Jerry Schaefer, Building Inspection Supervisor | <input type="checkbox"/> Water Service Provider, Attn: |
| <input type="checkbox"/> Gerald St. Pierre, Engineering Services | <input type="checkbox"/> Agricultural Land Commission |
| <input checked="" type="checkbox"/> Elaine McCulloch, Parks Services | <input type="checkbox"/> Fisheries & Oceans Canada |
| <input type="checkbox"/> Bylaw Services (<i>for reference only</i>) | <input type="checkbox"/> BC Assessment (<i>for reference only</i>) |
| <input type="checkbox"/> Local Fire Department, Attn: | <input type="checkbox"/> RCMP |
| <input type="checkbox"/> Doug Gardiner, Fire & Rescue Service Coordinator | <input type="checkbox"/> Snaw-Naw-As (Nanoose) First Nation, Chief Edwards
branches6@shaw.ca |
| <input type="checkbox"/> Ministry of Forests, Lands, Natural Resource Operations and Rural Development
westcoast.landreferrals@gov.bc.ca | <input type="checkbox"/> Snuneymuxw (Nanaimo) First Nation, Chief Michael Wyse
mikewyse@shaw.ca |
| <input type="checkbox"/> Archaeology Branch (archdatarequest@gov.bc.ca),
Attn: Diana Cooper Diana.Cooper@gov.bc.ca | <input type="checkbox"/> Qualicum First Nation, Chief Michael Recalma
recalmag.qualicum@shaw.ca |
| <input type="checkbox"/> Island Health, Attn: Nicolas Schmitt
Nicolas.schmitt@viha.ca | <input type="checkbox"/> Ministry of Transportation and Infrastructure, Attn: |

APPLICATION TYPE:

- | | | |
|--|---|--|
| <input type="checkbox"/> DP | <input type="checkbox"/> OCP | <input type="checkbox"/> ALR Application |
| <input type="checkbox"/> DVP | <input type="checkbox"/> Zoning Amendment | <input checked="" type="checkbox"/> Subdivision |
| <input type="checkbox"/> Amendment to Liquor Licence | <input type="checkbox"/> Temporary Use Permit | <input type="checkbox"/> Cannabis Retail License |

SUBJECT PROPERTY: Huson Road and Horne Lake Rd

PROPOSAL DESCRIPTION: The applicant proposes to subdivide a 10.2 ha portion of a 101 ha parcel in two phases, creating a total of 37 parcels with a minimum parcel size of 2000 m² plus a park land dedication – see attached proposed plans of subdivision. The proposed park land is approximately 9,934 m² in area and is located within a riparian area on the southern portion of the property. I have also included a copy of the Riparian Areas Assessment for your information. Given that the applicant is proposing to dedicate less than 5% of the total area or less than 5% cash in lieu as part of this application, staff have indicated that the applicant will be required to register, at the applicants expense, a Section 219 covenant on the property title to ensure that all or the remainder of the park land or cash in lieu is provided at the time of subdivision of the remainder. If the park land proposal is not accepted as proposed the applicant will have to revise their subdivision plan. While the proposed park land is shown in Phase 2 of the proposed subdivision, the applicant has indicated they would consider dedicate the proposed park land through Phase 1 of the subdivision. Please provide your comments on the proposal.

This information is required by: COMMENTS:

Date Comments Provided:

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

Riparian Areas Regulation: Assessment Report

Please refer to submission instructions and assessment report guidelines when completing this report.

Date

I. Primary QEP Information

First Name	Sarah		Middle Name	Elizabeth	
Last Name	Bonar				
Designation	R.P.Bio		Company	Aquaparian Environmental Consulting Ltd	
Registration #	1947		Email	sbonar@aquaparian.com	
Address	203-321 Wallace Street				
City	Nanaimo	Postal/Zip	V9G 1A5	Phone #	250-591-2258
Prov/state	BC	Country	Canada		

II. Secondary QEP Information (use Form 2 for other QEPs)

First Name			Middle Name		
Last Name					
Designation			Company		
Registration #			Email		
Address					
City		Postal/Zip		Phone #	
Prov/state		Country			

III. Developer Information

First Name	Dan		Middle Name		
Last Name	Pawlachuk				
Company	Fort Nelson Indian Band Land Trust				
Phone #	250-774-6313 ext 307		Email	dan.pawlachuk@ecdev.fnnation.ca	
Address	RR1 – Mile 295 Alaska Highway				
City	Fort Nelson	Postal/Zip	V0C 1R0		
Prov/state	BC	Country	Canada		

IV. Development Information

Development Type	Subdivision >6 single family lots (39 lots)				
Area of Development (ha)	10.1	Riparian Length (m)	150		
Lot Area (ha)	10.1	Nature of Development	new		
Proposed Start Date	April 1, 2018		Proposed End Date	December 31, 2019	

V. Location of Proposed Development

Street Address (or nearest town)	Horne Lake Road				
Local Government	Regional District of Nanaimo		City	Qualicum Bay	
Stream Name	Westglsade Brook Trib F69				
Legal Description (PID)	000-350-290		Region	Vancouver Island	
Stream/River Type	Stream/wetland		DFO Area	South Coast	
Watershed Code	920-				
Latitude	49	23	16.67	Longitude	123 36 30.89

Completion of Database Information includes the Form 2 for the Additional QEPs, if needed. Insert that form immediately after this page.

Table of Contents for Assessment Report

Page Number

1. Description of Fisheries Resources Values

2. Results of Riparian Assessment (SPEA width)

3. Site Plan

4. Measures to Protect and Maintain the SPEA
(detailed methodology only).

- 1. Danger Trees.....
- 2. Windthrow.....
- 3. Slope Stability.....
- 4. Protection of Trees.....
- 5. Encroachment
- 6. Sediment and Erosion Control.....
- 7. Floodplain.....
- 8. Stormwater Management.....

5. Environmental Monitoring

6. Photos

7. Assessment Report Professional Opinion

Section 1. Description of Fisheries Resources Values and a Description of the Development proposal

(Provide as a minimum: Species present, type of fish habitat present, description of current riparian vegetation condition, connectivity to downstream habitats, nature of development, specific activities proposed, timelines)

The property is owned by the Fort Nelson Indian Band Land Trust (FNIBLT). The proposed development is a 10.1 ha portion of Lot 1 and considered Phase I of future development of the FNIBLT lands. The current site plan includes 39 single family parcels. Topography of the site is generally flat and dominated by a second growth canopy with a number of veteran trees scattered throughout the northern portion of the property.

The study site is irregular in shape located on the north end of Horne Lake Road and is divided into three forested blocks separated by roads. The largest portion is the northern block which is bounded by Horne Lake Road on the west side and Huson Road on the East side which connect at the north tip of the parcel. Leon Road separates the north block from the two southern blocks. The two blocks south of Leon Road are separated east and west by Berkshire Road. The southeast block is bounded by Marshall Road on the south side and single family lots on the east side. The southwest block is bounded by a section of Horne Lake Road a short section of the E & N Railway on the west side and an undeveloped area off the end of Marshall Road.

The Regional District of Nanaimo's Official Community Plan for Area H has designated this area as part of the Rural Village Centre for the community of Dunsmuir. The proposed subdivision will be serviced by the Qualicum Bay Horne Lake Water District and on-site individual septic fields.

A tributary of Westglade Creek (Brook) traverses from west to east across the southern extent of the parcel. This is a locally identified watercourse leading to the ocean. There is no watershed code for this stream though it is identified on the Regional District of Nanaimo's on-line map as Westglade Brook Tributary F69, and the main channel is shown on Habitatwizard but no watershed code or stream report is available. Observation of fish were noted in a report prepared for the Regional District of Nanaimo titled "Biophysical Analysis of Village Nodes in Electoral Area H: Dunsmuir, Qualicum Bay and Bowser". September 30, 2002 by Monica Mather and Tanya Giesebrecht. An unidentified fish (sculpin) was also observed within the upstream reach during the site assessment for this report. There are three reaches within the subject parcel comprised of two stream reaches separated by a wetland dominated by Pacific ninebark.

The stream and riparian area are proposed to be protected by park dedication. The reach within the property is approximately 150m in length and passes under Berkshire Road on the west end through two large diameter culverts. Approximately half of the watercourse within the parcel is comprised of a forested swamp dominated by Pacific ninebark, red osier dogwood and cascara trees along the edge. A thicket of nootka rose was found on the east side of the wetland edge. The surrounding forest is mature and dominated by western redcedar, Douglas fir, and bigleaf maple with a few shore pine. The riparian understory includes sword fern, snowberry, bracken fern, dull Oregon grape, salal, trailing blackberry and a few gooseberry. The western stream reach is approximately 50m long confined between the E&N Railway culvert and the Berkshire Road culvert. The eastern stream reach between the wetland and the eastern property boundary is just ~1.7m in width and forms a pool/riffle complex. The channel substrate is comprised of gravel and sand with some unusual exposed sandstone exposures. Some sections of the channel bed are eroded are incised up to a meter though the surrounding topography remains flat.

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

Section 2. Results of Riparian Assessment (SPEA width)

Attach or insert the Form 3 or Form 4 assessment form(s). Use enough duplicates of the form to produce a complete riparian area assessment for the proposed development

--

2. Results of Detailed Riparian Assessment

Refer to Chapter 3 of Assessment Methodology

Date: December 13, 2017

Description of Water bodies involved (number, type)

Westglade Brook F69 Tributary

Stream	X
Wetland	
Lake	
Ditch	
Number of reaches	3
Reach #	1

Channel width and slope and Channel Type (use only if water body is a stream or a ditch, and only provide widths if a ditch)

	Channel Width(m)	Gradient (%)	
starting point	1.4	1	I, <u>Sarah Bonar R.P.Bio</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Fort Nelson Indian Band Lands Trust Society</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
upstream	1.3		
	1.4		
	1.5		
	1.6		
downstream	1.9		
		1	
Total: minus high /low mean	1.5		
	R/P	C/P	S/P
Channel Type	x		

Site Potential Vegetation Type (SPVT)

	Yes	No	
SPVT Polygons		x	Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes I, <u>Sarah Bonar R.P.Bio</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Fort Nelson Indian Band Lands Trust Society</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
Polygon No:	<input style="width: 50px;" type="text"/>		Method employed if other than TR
SPVT Type	LC	SH	
	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>
Polygon No:	<input style="width: 50px;" type="text"/>		Method employed if other than TR
SPVT Type	LC	SH	
	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>
Polygon No:	<input style="width: 50px;" type="text"/>		Method employed if other than TR
SPVT Type	LC	SH	
	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>

Zone of Sensitivity (ZOS) and resultant SPEA

Segment No:	1	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons					
LWD, Bank and Channel Stability ZOS (m)	10						
Litter fall and insect drop ZOS (m)	10						
Shade ZOS (m) max	10	South bank	Yes	X	No		
Ditch	Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)						
Ditch Fish Bearing	Yes		No		If non-fish bearing insert no fish bearing status report		
SPEA maximum	10	(For ditch use table3-7)					

Segment No:	2	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons					
LWD, Bank and Channel Stability ZOS (m)	10						
Litter fall and insect drop ZOS (m)	10						
Shade ZOS (m) max	10	South bank	Yes		No	X	
SPEA maximum	10	(For ditch use table3-7)					

Segment No:		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons					
LWD, Bank and Channel Stability ZOS (m)							
Litter fall and insect drop ZOS (m)							
Shade ZOS (m) max		South bank	Yes		No		
SPEA maximum		(For ditch use table3-7)					

I, Sarah Bonar R.P.Bio, hereby certify that:

- a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;
- b) I am qualified to carry out this part of the assessment of the development proposal made by the developer Fort Nelson Indian Band Lands Trust Society;
- c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
- d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Comments

Tributary F69 of Westglade Brook flows west to east across the southern extent of the subject parcel. This reach is only about 50m long and confined between two road crossing culverts so only 6 channel widths were obtained.

2. Results of Detailed Riparian Assessment

Refer to Chapter 3 of Assessment Methodology

Date: December 13, 2017

Description of Water bodies involved (number, type)

Westglade Brook F69 Tributary

Stream	
Wetland	X
Lake	
Ditch	
Number of reaches	3
Reach #	2

Channel width and slope and Channel Type (use only if water body is a stream or a ditch, and only provide widths if a ditch)

	Channel Width(m)	Gradient (%)	
starting point upstream			I, <u>Sarah Bonar R.P.Bio</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Fort Nelson Indian Band Lands Trust Society</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
downstream			
Total: minus high /low mean			
	R/P	C/P	S/P
Channel Type	x		

Site Potential Vegetation Type (SPVT)

	Yes	No	
SPVT Polygons		x	Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes I, <u>Sarah Bonar R.P.Bio</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Fort Nelson Indian Band Lands Trust Society</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
Polygon No:	<input style="width: 50px;" type="text"/>		Method employed if other than TR
SPVT Type	LC	SH	
	<input style="width: 50px;" type="text"/>		
Polygon No:	<input style="width: 50px;" type="text"/>		Method employed if other than TR
SPVT Type	LC	SH	
	<input style="width: 50px;" type="text"/>		
Polygon No:	<input style="width: 50px;" type="text"/>		Method employed if other than TR
SPVT Type	LC	SH	
	<input style="width: 50px;" type="text"/>		

Zone of Sensitivity (ZOS) and resultant SPEA

Segment No:	1	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons				
LWD, Bank and Channel Stability ZOS (m)	15					
Litter fall and insect drop ZOS (m)	15					
Shade ZOS (m) max	30	South bank	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Ditch	Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)					
Ditch Fish Bearing	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	If non-fish bearing insert no fish bearing status report	
SPEA maximum	30	(For ditch use table3-7)				

Segment No:	2	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons				
LWD, Bank and Channel Stability ZOS (m)	15					
Litter fall and insect drop ZOS (m)	15					
Shade ZOS (m) max	30	South bank	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
SPEA maximum	30	(For ditch use table3-7)				

Segment No:		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons				
LWD, Bank and Channel Stability ZOS (m)						
Litter fall and insect drop ZOS (m)						
Shade ZOS (m) max		South bank	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
SPEA maximum		(For ditch use table3-7)				

I, Sarah Bonar R.P.Bio., hereby certify that:

- a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;
- b) I am qualified to carry out this part of the assessment of the development proposal made by the developer Fort Nelson Indian Band Lands Trust Society;
- c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
- d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Comments

Tributary F69 of Westglade Brook flows west to east across the southern extent of the subject parcel. The wetland and stream reaches are proposed to be protected by park dedication.

2. Results of Detailed Riparian Assessment

Refer to Chapter 3 of Assessment Methodology

Date: December 13, 2017

Description of Water bodies involved (number, type)

Westglade Brook F69 Tributary

Stream	X
Wetland	
Lake	
Ditch	
Number of reaches	3
Reach #	3

Channel width and slope and Channel Type (use only if water body is a stream or a ditch, and only provide widths if a ditch)

	Channel Width(m)	Gradient (%)		
starting point	0.6	1	I, <u>Sarah Bonar R.P.Bio</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Fort Nelson Indian Band Lands Trust Society</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.	
upstream	1.2			
	0.8			
	2.0			
	1.5			
downstream	1.6			
	2.7			
	2.3			
	1.3	2		
	2.3			
	2.3			
Total: minus high /low mean	15.3			
	1.7			
	R/P	C/P		S/P
Channel Type	x			

Site Potential Vegetation Type (SPVT)

	Yes	No	
SPVT Polygons		x	Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes I, <u>Sarah Bonar R.P.Bio</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Fort Nelson Indian Band Lands Trust Society</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
Polygon No:			Method employed if other than TR
SPVT Type	LC	SH	
Polygon No:			Method employed if other than TR
SPVT Type	LC	SH	
Polygon No:			Method employed if other than TR
SPVT Type			

Zone of Sensitivity (ZOS) and resultant SPEA

Segment No:	1	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons				
LWD, Bank and Channel Stability ZOS (m)	10					
Litter fall and insect drop ZOS (m)	10					
Shade ZOS (m) max	10	South bank	Yes	X	No	
Ditch	Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)					
Ditch Fish Bearing	Yes		No		If non-fish bearing insert no fish bearing status report	
SPEA maximum	10	(For ditch use table3-7)				

Segment No:	2	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons				
LWD, Bank and Channel Stability ZOS (m)	10					
Litter fall and insect drop ZOS (m)	10					
Shade ZOS (m) max	10	South bank	Yes		No	X
SPEA maximum	10	(For ditch use table3-7)				

Segment No:		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons				
LWD, Bank and Channel Stability ZOS (m)						
Litter fall and insect drop ZOS (m)						
Shade ZOS (m) max		South bank	Yes		No	
SPEA maximum		(For ditch use table3-7)				

I, Sarah Bonar R.P.Bio, hereby certify that:

- a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;
- b) I am qualified to carry out this part of the assessment of the development proposal made by the developer Fort Nelson Indian Band Lands Trust Society;
- c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
- d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Comments

Tributary F69 of Westglade Brook flows west to east across the southern extent of the subject parcel. The tributary is comprised of Reach 1 & 3 - stream reaches with Reach 2 - a pacific ninebark dominated wetland (upstream) in between.

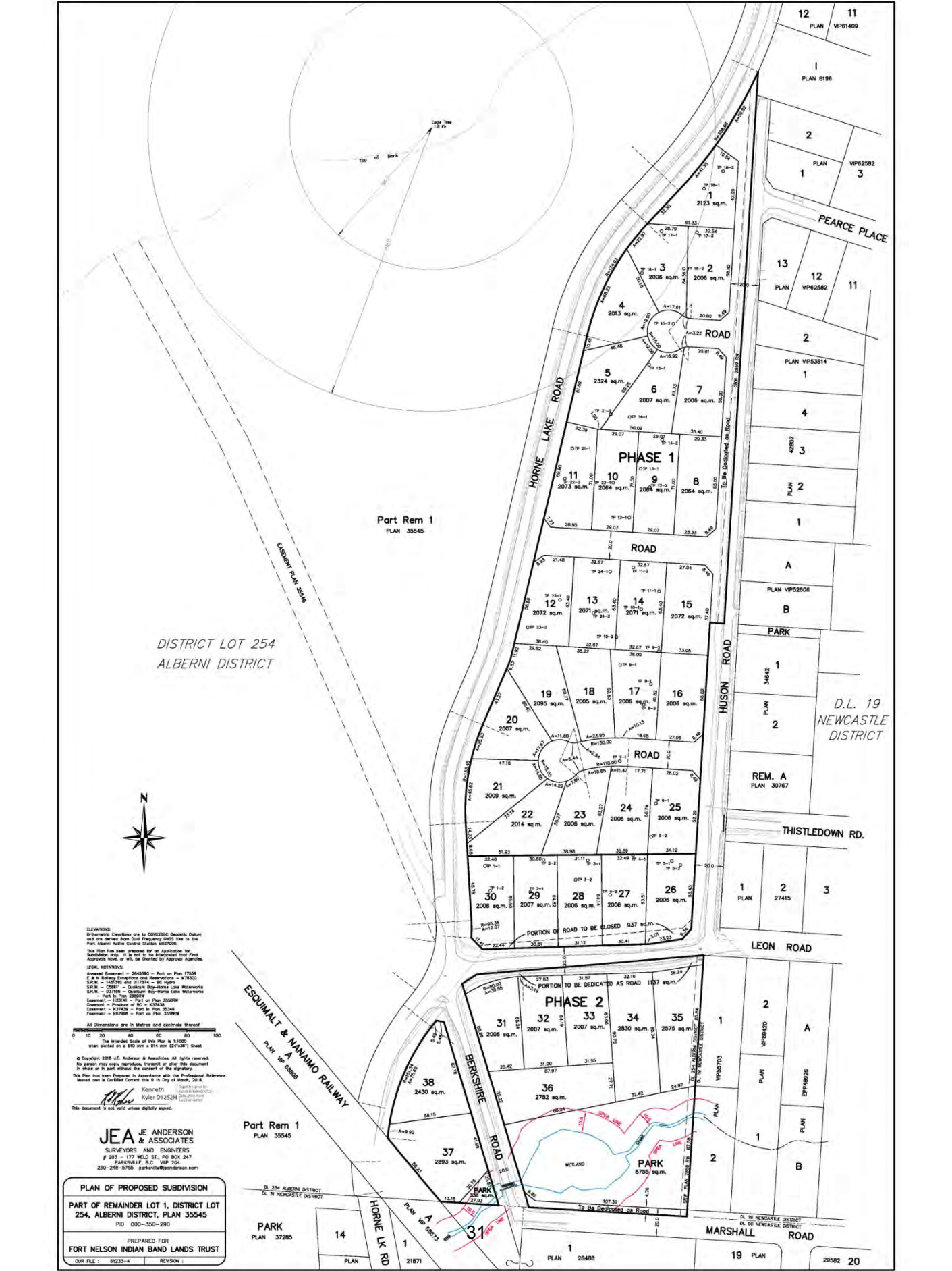
Section 3. Site Plan

Insert jpg file below

Site Plan

HORNE LAKE SUBDIVISION SITE LOCATION MAP





DISTRICT LOT 254
ALBERNI DISTRICT

Part Rem 1
PLAN 35545

D.L. 19
NEWCASTLE DISTRICT



SLAYBONE
 Ordinance Citations are to COMBINED Geomatic Datum
 and are derived from local frequency sheets for the
 Fort Nelson Active Control Station M27000.

LEGAL NOTES:
 Approved - 284555 - Part 1 Plan 35545
 S.L.R. - 22811 - Ordinance By-Laws Waterworks
 S.L.R. - 22708 - Ordinance By-Laws Waterworks
 Approved - 22811 - Part 1 Plan 35545
 Approved - 22708 - Part 1 Plan 35545
 Approved - 22708 - Part 1 Plan 35545

All dimensions are in metres and include tolerances
 0 10 20 30 40 50 60 70 80 90 100
 The intended scale of this plan is 1:1000
 when printed on a 300 mm x 450 mm (12" x 18") sheet

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 disseminate or use in any way the content of this document
 without the prior written consent of the copyright owner.
 This Plan has been prepared in accordance with the Professional Reference
 Manual and is Certified Correct the 1st day of August, 2018.

JEA J.E. Anderson & Associates
 SURVEYORS AND ENGINEERS
 # 303 - 177 WELD ST., PO BOX 247
 PARKSVILLE, B.C. V8P 2G4
 250-246-5755 jea@jeaandassociates.com

PLAN OF PROPOSED SUBDIVISION
 PART OF REMAINDER LOT 1, DISTRICT LOT
 254, ALBERNI DISTRICT, PLAN 35545
 PD 000-350-290

PREPARED FOR
FORT NELSON INDIAN BAND LANDS TRUST

OUR FILE # 81223-4 REVISION

Part Rem 1
PLAN 35545

PARK
PLAN 37285

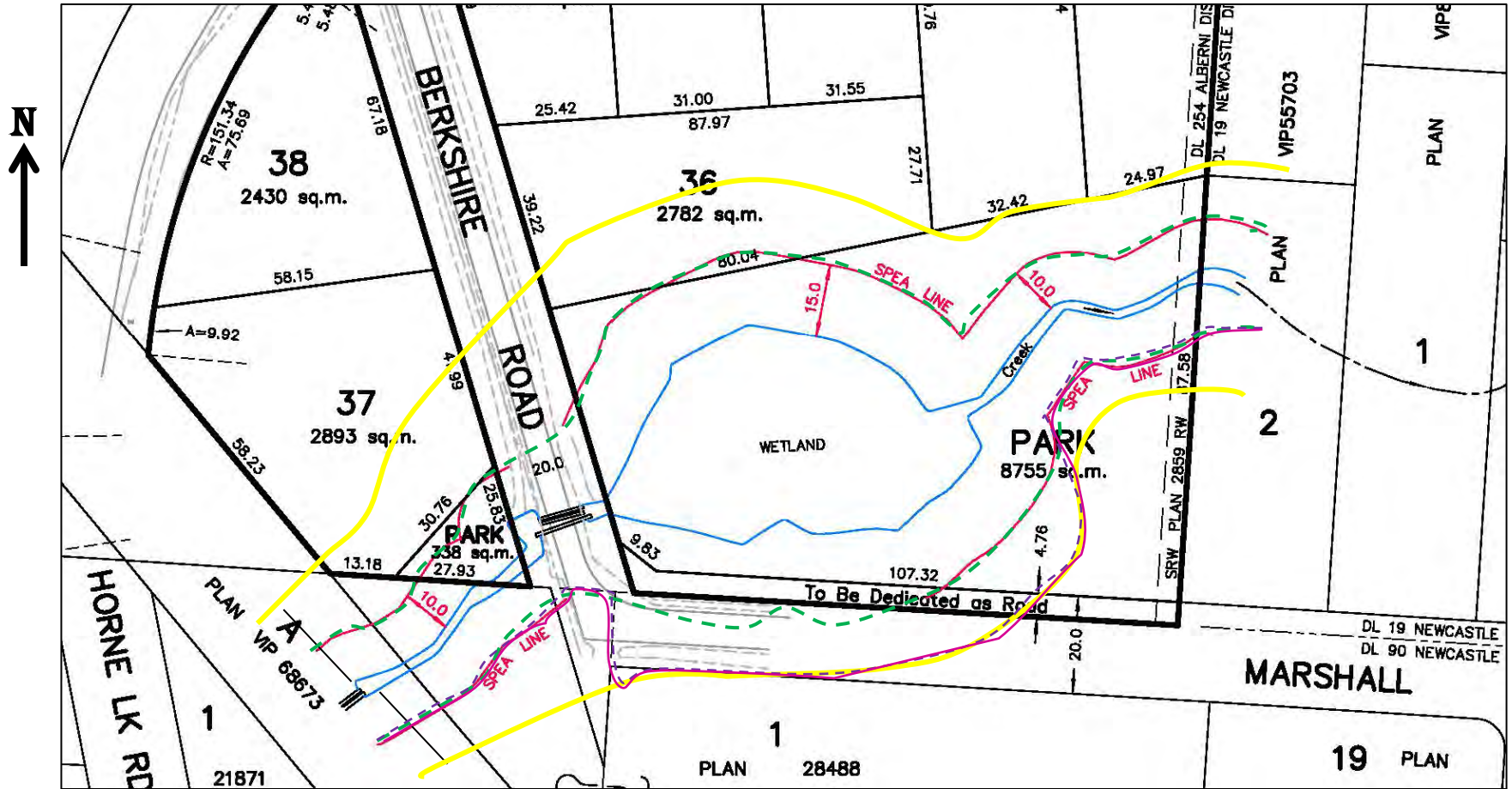
14
PLAN 21871

1
PLAN 28488

19
PLAN 29582

20

HORNE LAKE RAR DRAWING



LEGEND:

- Riparian Assessment Area 30m
- High Water Mark
- - - Large Woody Debris stream 10m, wetland 15m
- - - Leaf Litter/Insect Drop stream 10m, wetland 15m
- - - Shade stream 10m & wetland 30m south
- Streamside Protection & Enhancement Area 10m stream, 30m wetland

Section 4. Measures to Protect and Maintain the SPEA

This section is required for detailed assessments. Attach text or document files, as need, for each element discussed in chapter 1.1.3 of Assessment Methodology. It is suggested that documents be converted to PDF before inserting into the assessment report. Use your “return” button on your keyboard after each line. You must address and sign off each measure. If a specific measure is not being recommended a justification must be provided.

1. Danger Trees	No obvious danger trees were identified in the riparian area. The stream is proposed to be protected by park dedication therefore no “targets” are anticipated following development of the remainder of the property.
<p>I, <u>Sarah Bonar R.P.Bio.</u>, hereby certify that:</p> <p>a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>FNIBLT</u>;</p> <p>c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
2. Windthrow	The majority of the parcel outside of the park dedication area is expected to be cleared for the subdivision development. The topography of the area is generally flat and there are forested blocks located on the north and west of the proposed development. Trees within the riparian area are mature and appear stable. It is possible that some windthrow may occur on the north side of the proposed park dedication area that protects the riparian area from impact.
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3. Slope Stability	The site is flat and stable.
<p>I, <u>Sarah Bonar R.P.Bio.</u>, hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>FNIBLT</u>;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
4. Protection of Trees	The clearing boundary adjacent to the riparian area is to be visually marked prior to clearing preferably with snow fencing or similar located at the drip line of the trees within the SPEA. Compaction of tree roots of trees in the SPEA is to be avoided. No damage to the trees or their root systems inside the SPEA is to occur.
<p>I, <u>Sarah Bonar R.P.Bio.</u>, hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>FNIBLT</u>;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
5. Encroachment	No encroachment into the SPEA is to be allowed. The SPEA is to be visually identified with at least permanent stakes; fencing along the property boundaries adjacent to

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

	the park dedication would be preferred. No trails are to be created inside the SPEA. Signage stating “No dumping of yard waste” is recommended.
<p>I, <u>Sarah Bonar R.P.Bio</u>, hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>FNIBLT</u>;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
6. Sediment and Erosion Control	<p>No sediment is to be allowed in the SPEA during clearing and grubbing. The following general measures are recommended:</p> <ul style="list-style-type: none"> • Retain as much vegetation as possible – clear only what is necessary; • Develop in phases if practical to do so; • Do not leave exposed soils for long periods of time without erosion control (course wood material, grass seed etc); • Stockpiled soils should be covered by tarps if left for long periods of time – preferably overburden will be taken off site as soon as practical if it cannot be reused for site development and landscaping; • Complete clearing during dry to light ran conditions and outside the songbird nesting bird season; • Prevent track out onto paved roads by installing a 10m section of fractured rock near the site entrance(s); • Sweep paved roads as necessary; • If heavy rain occurs, monitor water quality and sediment migration toward the stream and add additional measures as necessary; • Additional measures may include installing silt fence, excavating stormwater detention ponds, interceptor ditches etc.
<p>I, <u>Sarah Bonar R.P.Bio</u>, hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>FNIBLT</u> ;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
7. Stormwater Management	Stormwater for the subdivision will be part of the engineering design for the project. Currently the adjacent neighbourhood has ditches. Roof leaders are expected to be directed to the ground.
<p>I, <u>Sarah Bonar R.P.Bio</u>, hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>FNIBLT</u>;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
8. Floodplain Concerns (highly mobile channel)	This is not a floodplain area.
<p>I, <u>Sarah Bonar R.P.Bio</u>, hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish</i></p>	

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

Protection Act,

- b. I am qualified to carry out this part of the assessment of the development proposal made by the developer FNIBLT;
- c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation

Section 5. Environmental Monitoring

Attach text or document files explaining the monitoring regimen Use your "return" button on your keyboard after each line. It is suggested that all document be converted to PDF *before* inserting into the PDF version of the assessment report. Include actions required, monitoring schedule, communications plan, and requirement for a post development report.

At least two environmental monitoring inspections are recommended for this project at the clearing and grubbing phase:

- 1) The first monitoring should be conducted at a pre-construction meeting to identify the watercourse and its setbacks and to ensure the clearing boundary is clearly marked. Also to ensure all heavy equipment has fully stocked spill kits on board. The clearing crew is to be briefed on environmental protection measures for working near the watercourse.
- 2) The second monitoring is to be conducted following clearing to ensure it was carried out according to plan and to provide any additional mitigation recommendations necessary to prevent sediment migration etc.

Additional monitoring may be warranted if clearing is completed during the winter rainy season.

Clearing is not to occur in the songbird nesting season (roughly March 1 to August 15th, with peak activity from mid April to Mid July).

A post construction assessment is required as per RAR methodology. Aquaparian will be available upon request to complete this inspection and report.

FORM 1

Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

Section 6. Photos

Provide a description of what the photo is depicting, and where it is in relation to the site plan.

HORNE LAKE SUBDIVISION PHASE I
Photo Sheet 1



Photo 1. Showing the west side of Berkshire Road where Westglade Brook culverts are located connecting two wetland areas.



Photo 2. Looking north up Berkshire Road at the culvert crossing location.



Photo 3. Showing the east side of the culvert crossing where it drains into the wetland area.

Photo Sheet 2



Photo 4-7 showing the stream reach through the parcel.



Section 7. Professional Opinion

Assessment Report Professional Opinion on the Development Proposal's riparian area.

Date March 19, 2018

1. I/We Sarah Bonar R.P.Bio _____

Please list name(s) of qualified environmental professional(s) and their professional designation that are involved in assessment.

hereby certify that:

- a) I am/We are qualified environmental professional(s), as defined in the Riparian Areas Regulation made under the *Fish Protection Act*,
- b) I am/We are qualified to carry out the assessment of the proposal made by the developer **Fort Nelson Indian Band Land Trust**, which proposal is described in section 3 of this Assessment Report (the "development proposal"),
- c) I have/We have carried out an assessment of the development proposal and my/our assessment is set out in this Assessment Report; and
- d) In carrying out my/our assessment of the development proposal, I have/We have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation; AND

2. As qualified environmental professional(s), I/we hereby provide my/our professional opinion that:

- a) if the development is implemented as proposed by the development proposal there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area in which the development is proposed, **OR**
(Note: include local government flex letter, DFO Letter of Advice, or description of how DFO local variance protocol is being addressed)

- b) if the streamside protection and enhancement areas identified in this Assessment Report are protected from the development proposed by the development proposal and the measures identified in this Assessment Report as necessary to protect the integrity of those areas from the effects of the development are implemented by the developer, there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area in which the development is proposed.

[NOTE: "qualified environmental professional" means an applied scientist or technologist, acting alone or together with another qualified environmental professional, if

- (a) the individual is registered and in good standing in British Columbia with an appropriate professional organization constituted under an Act, acting under that association's code of ethics and subject to disciplinary action by that association,
- (b) the individual's area of expertise is recognized in the assessment methods as one that is acceptable for the purpose of providing all or part of an assessment report in respect of that development proposal, and
- (c) the individual is acting within that individual's area of expertise.]

Submission Instructions

Riparian Areas Regulation – Qualified Environmental Professional – Assessment Report RAR-QEP-AR

Forms you will need to complete are

- Form 1 which has the database information, the description of the fisheries resources, development site plan, measures to protect and maintain the SPEA, and environmental monitoring.
- Form 2, if more QEPs are part of the project team.
- Either Form 3 the detailed assessment form(s) or Form 4 simple assessment form(s) which is for the results of the riparian assessment (SPEA width). Use enough copies of the form to complete the assessment of the site.
- Form 5 is the photo form(s). Duplicate for additional photos.

NB: See the Guidelines and the Assessment Methods for detailed instructions on the information required for completing the Assessment Report.

A complete Riparian Assessment Report based on the template forms must be converted to a *single* Portable Document Format PDF file prior to uploading onto the Notification System.

The Assessment Report must be complete, by submitting the information specified, and posted to provide notification to the local government, Ministry of Water, Land and Air Protection and the Department of Fisheries and Oceans Canada.

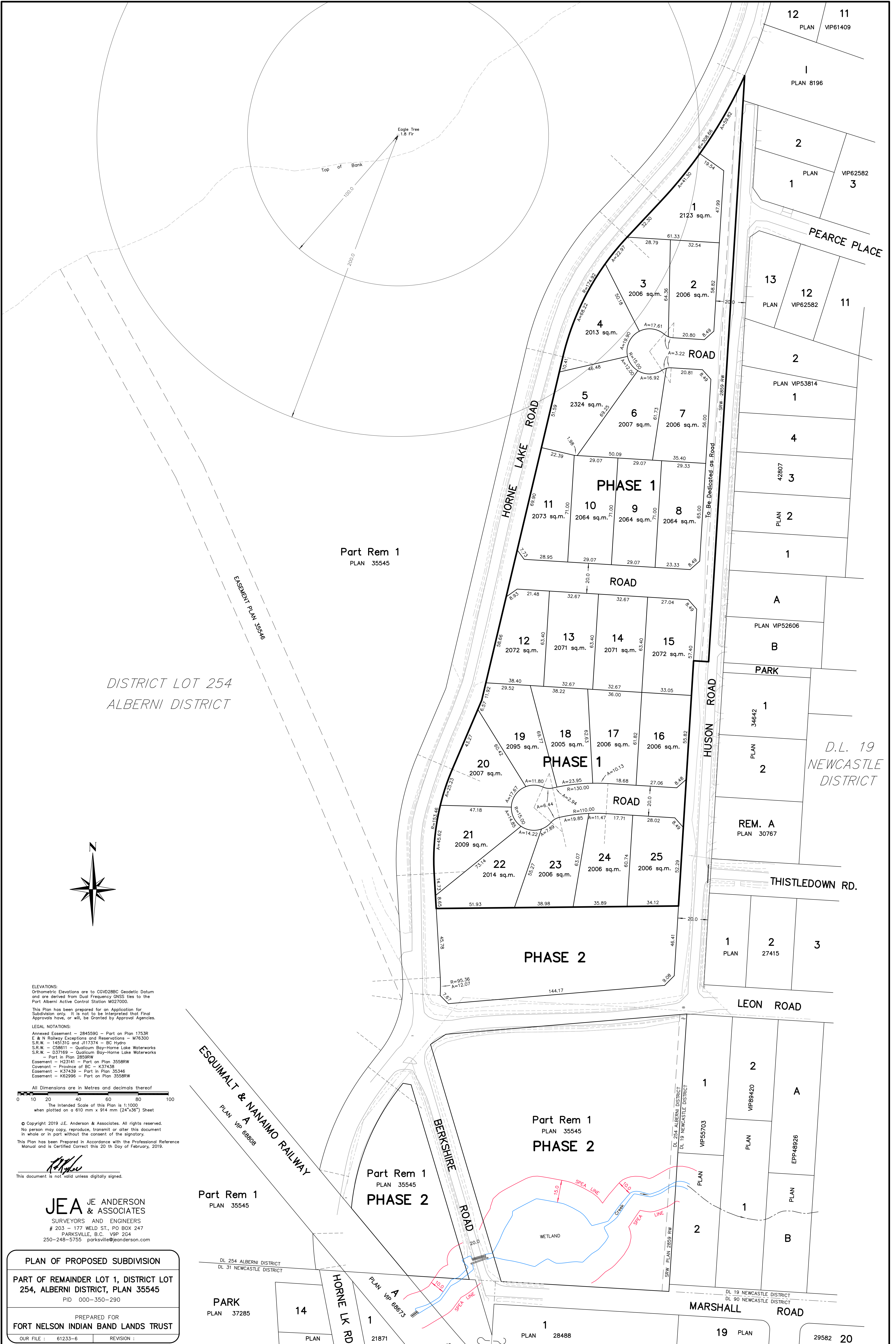
Tips for working with MS Word Template Forms

Using the forms

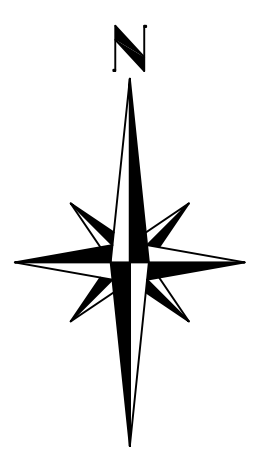
- Before beginning, print a hard copy of the form and the guidance files for reference
- Open the template
- Enter data into the shaded fields on the form
- Use TAB to move from one field to another; SHIFT-TAB to go in reverse
- Text and digital photos may be inserted from other applications
- The amount of text that can be entered in each box is limited and cannot be changed by the user; boxes with date information, for example, require input like: yyyy-mm-dd.

Saving the completed form

- Assign name to the completed form
- Save a word document (*.doc file)
- Do not overwrite the Template (*.dot file) with your completed form
- If you do overwrite the template, you can download a new copy from this web site



DISTRICT LOT 254
ALBERNI DISTRICT



Part Rem 1
PLAN 35545

Part Rem 1
PLAN 35545
PHASE 2

Part Rem 1
PLAN 35545

Part Rem 1
PLAN 35545
PHASE 2

PARK
PLAN 37285

ELEVATIONS:
Orthometric Elevations are to CGVD2883 Geodetic Datum and are derived from Dual Frequency GNSS ties to the Part Alberni Active Control Station M027000.
This Plan has been prepared for an Application for Subdivision only. It is not to be interpreted that Final Approvals have, or will, be Granted by Approval Agencies.
LEGAL NOTATIONS:
Annexed Easement - 284559G - Part on Plan 1753R
E & N Railway Exceptions and Reservations - M76300
S.R.W. - 145131G and J117374 - BC Hydro
S.R.W. - C58611 - Qualicum Bay-Horne Lake Waterworks
S.R.W. - D37169 - Qualicum Bay-Horne Lake Waterworks
- Part in Plan 2859RW
Easement - K23141 - Part on Plan 3558RW
Covenant - Province of BC - K37438
Easement - K37439 - Part in Plan 35346
Easement - K82998 - Part on Plan 3558RW

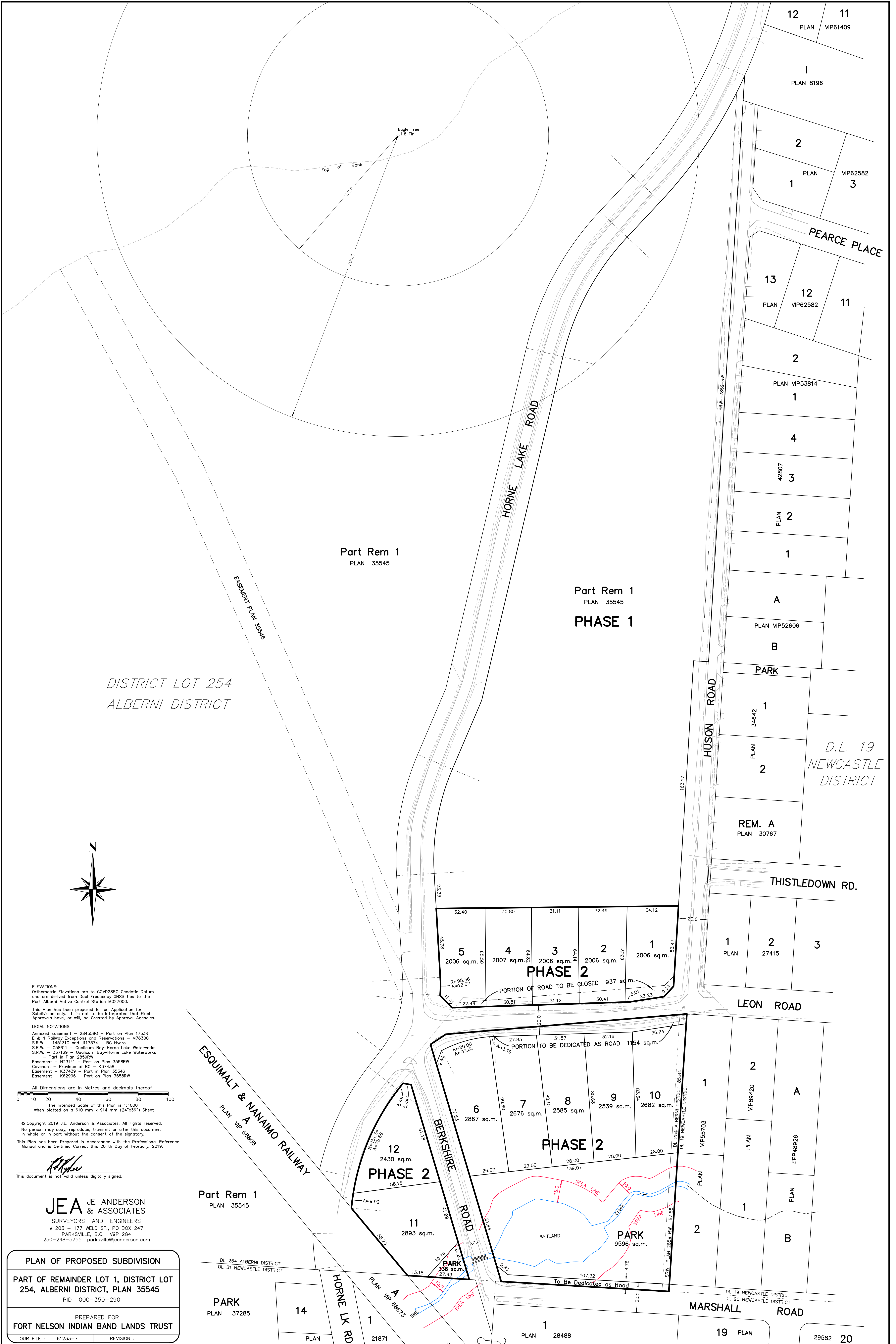
All Dimensions are in Metres and decimals thereof
0 10 20 40 60 80 100
The Intended Scale of this Plan is 1:1000
when plotted on a 610 mm x 914 mm (24"x36") Sheet

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This Plan has been Prepared in Accordance with the Professional Reference Manual and is Certified Correct this 20th Day of February, 2019.

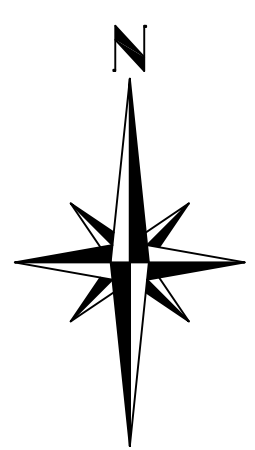
[Signature]
This document is not valid unless digitally signed.

JEA JE ANDERSON
& ASSOCIATES
SURVEYORS AND ENGINEERS
203 - 177 WELD ST., PO BOX 247
PARKSVILLE, B.C. V9P 2G4
250-248-5755 parksville@jeanderson.com

PLAN OF PROPOSED SUBDIVISION
PART OF REMAINDER LOT 1, DISTRICT LOT 254, ALBERNI DISTRICT, PLAN 35545
PID 000-350-290
PREPARED FOR
FORT NELSON INDIAN BAND LANDS TRUST
OUR FILE : 61233-6 REVISION :



DISTRICT LOT 254
ALBERNI DISTRICT



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[Signature]
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PLAN OF PROPOSED SUBDIVISION
PART OF REMAINDER LOT 1, DISTRICT LOT 254, ALBERNI DISTRICT, PLAN 35545
PID 000-350-290

PREPARED FOR
FORT NELSON INDIAN BAND LANDS TRUST

OUR FILE : 61233-7 REVISION :

Part Rem 1
PLAN 35545

PARK
PLAN 37285

14
PLAN

HORNE LK RD
PLAN

1
PLAN

21871

1
PLAN

28488

19
PLAN

20

29582

20