



AGENDA
PARKS, RECREATION, AND WELLNESS COMMITTEE MEETING

June 27, 2018, 5:30 PM - 7:30 PM
Board Room, Service and Resource Centre,
411 Dunsmuir Street, Nanaimo, BC

Pages

1. CALL THE MEETING OF THE PARKS, RECREATION, AND WELLNESS COMMITTEE TO ORDER:

2. INTRODUCTION OF LATE ITEMS:

3. ADOPTION OF AGENDA:

4. ADOPTION OF MINUTES:

3 - 6

a. Minutes

Minutes of the Parks, Recreation and Wellness Committee Meeting held in the Boardroom, Service and Resource Centre, on Wednesday, 2018-MAY-23, at 5:30 p.m.

5. PRESENTATIONS:

a. Facility Planning and Operations

Art Groot, Manager, Facility Planning and Operations to provide the Parks, Recreation and Wellness Committee with a presentation regarding Facility Planning and Operations.

6. REPORTS:

a. Fern Neighbourhood Park Improvement Request Under the Partners in Parks Program

7 - 17

To be introduced by Kirsty MacDonald, Parks and Open Space Planner.

Purpose: To provide background information on this Partners in Parks (PIP) Program request for the Parks, Recreation and Wellness Committee consideration and recommended approval to City Council.

Delegations:

Drew Peters to provide the Parks, Recreation and Wellness Committee with a presentation regarding Fern Park and the Partners in Parks request from residents.

Recommendation: That the Parks Recreation and Wellness Committee recommend that Council allocate \$25,000 from the 2018 Partners In Parks Program, and \$20,000 from deferred revenue for Fern Neighbourhood Park improvements.

7. OTHER BUSINESS:

- | | | |
|----|---|----|
| a. | <u>Correspondence from Adrian Hovestad re: Model Airs Club of Nanaimo</u> | 18 |
| b. | <u>Correspondence from Ron Lychak re: Additional Benches Around Westwood Lake</u> | 19 |

8. QUESTION PERIOD:

9. ADJOURNMENT:

MINUTES
PARKS, RECREATION AND WELLNESS COMMITTEE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
WEDNESDAY, 2018-MAY-23, AT 5:30 P.M.

Present: Councillor I. W. Thorpe, Chair
M. Down
T. Heshka (arrived 5:40 p.m.)
A. McPherson
D. McVicar
K. Milne
C. Tant
M. Young

Absent: Councillor W. L. Bestwick, Alternate
J. Buisman
T. Fraser
H. Houle
G. Lent
M. Swain
T. Vandermolen

Staff: M. Smith, Manager, Recreation Services
D. Johnston, Assistant Manager of Aquatics
K. MacDonald, Parks & Open Space Planner
J. Vanderhoef, Recording Secretary

1. CALL THE PARKS, RECREATION AND WELLNESS COMMITTEE MEETING TO ORDER:

At 5:31 p.m. Councillor Thorpe, Chair, advised that the Parks, Recreation and Wellness Committee did not have quorum and they would wait fifteen minutes to gain quorum.

Trevor Heshka entered the Boardroom at 5:40 p.m.

The Parks, Recreation and Wellness Committee Meeting was called to order at 5:41 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Councillor Thorpe requested that Agenda Item 5(a) - Aquatic Program Overview be moved to follow Agenda Item 6(a) - Pilot Park Site for Model Airs and that the delegations from Leo Katila and William Rollins, Nanaimo Model Airs Club, be heard prior to reviewing the Staff report.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Meeting of the Parks, Recreation and Wellness Committee held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2018-APR-25 at 5:30 p.m. be adopted as circulated. The motion carried unanimously.

5. REPORTS:

(a) Pilot Park Site for Model Airs

Delegation:

1. Leo Katila and William Rollins, Nanaimo Model Airs Club, spoke regarding Unmanned Aerial Vehicles (UAV's). They provided an overview of UAV's, a history of their club, and spoke regarding the dangers of people flying recreational UAV's without training or safety procedures in place. They proposed a rules-based field that meets Transport Canada requirements and requires that all flyers must be members of a national model organization to provide liability coverage. They requested permission from the City to create a UAV flying site on the East Wellington field, located at 2191 East Wellington Road, and requested written authorization from the City to the national organization (who could then provide a sanction on the field). They also noted that the surface will need upgrading, and requested that a 50 x 500 foot level area be graded and seeded at the appropriate time to improve the site. They spoke regarding some possible concerns with the site relating to accessibility and parking and suggested a trial period to test the site.

Committee members posed questions regarding:

- the proposed location;
- current use of the site;
- estimates for grading of the site;
- where does the club fly currently – Parksville flying field;
- number of current members in the Nanaimo Model Airs Club; and,
- cost of membership with the national organization.

Staff report introduced by Mary Smith, Manager, Recreation Services, and Kirsty MacDonald, Parks & Open Space Planner.

Committee discussion took place regarding the following:

- issues relating to the site being on a flood plane;
- layout of proposed Millstone Greenway trail network; and,
- restrictions associated with the proposed site being within the Agricultural Land Reserve.

It was moved and seconded that Parks, Recreation and Wellness Committee recommend that Council:

- a. direct Staff to work with the Nanaimo Model Airs Club to explore suitable locations for use of Model Aircraft; and,
- b. undertake a park planning process for East Wellington Park to determine appropriate land use strategies for the site including the exploration of a pilot site for the Model Airs.

The motion carried unanimously.

6. PRESENTATIONS:

(a) Aquatic Program Overview

Damon Johnston, Assistant Manager of Aquatics, provided an overview of the Nanaimo Aquatics Programme.

Councillor Thorpe spoke regarding the opening of recent parks around the City and noted that June 9th will be the official opening of the Linley Valley Partners in Parks Playground.

7. QUESTION PERIOD:

- Adrian Hovestad re: flying of UAV's and implications if people are required to purchase memberships to use the proposed flying field.
- Al Seper re: costs of memberships impacting people's ability to participate in flying UAV's.

Committee discussion took place regarding:

- costs associated with memberships that would restrict use of the proposed flying field; and,
- time frames being implemented on when UAV's could be flown to protect the nature parks.
- William Rollins re: costs of junior memberships for Nanaimo Model Airs Club.

8. ADJOURNMENT:

It was moved and seconded at 6:55 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

DATE OF MEETING June 27, 2018

AUTHORED BY KIRSTY MACDONALD, PARKS AND OPEN SPACE PLANNER

**SUBJECT FERN NEIGHBOURHOOD PARK IMPROVEMENT REQUEST
UNDER THE PARTNERS IN PARKS PROGRAM**

OVERVIEW

Purpose of Report

To provide background information on this Partners in Parks (PIP) Program request for the Parks, Recreation and Wellness Committee consideration and recommended approval to City Council.

Recommendation

That the Parks Recreation and Wellness Committee recommend that Council allocate \$25,000 from the 2018 Partners In Parks Program, and \$20,000 from deferred revenue for Fern Neighbourhood Park improvements.

BACKGROUND

Fern Park is a 0.24 hectare park located off Meredith Road in the Beban/Northfield neighbourhood of Nanaimo. This park was acquired in 1988 through subdivision. The park is **zoned PRC-2**, and was designated as such in anticipation of active recreation amenities. The park is situated in a transitioning area with residential, institutional, industrial and agricultural land uses nearby.

The neighbourhood has explored development of this greenspace through the City's Partners in Parks (PIP) program a few times over the years with no implementation. Expecting this to be a neighbourhood park through development application, money has been committed from rezoning community-contribution funds for development of Fern Park over the years, and is held in deferred revenue.

Many new residents and families have recently moved into the neighbourhood and requested a local playground, therefore, a PIP start-up meeting was held in March 2018 where strong support for improvements was indicated. Requested improvements in Phase 1 include; a playground, shade trees, and picnic tables. In the future, additional improvements may be explored. Since the initial meeting, the neighbourhood has worked under the process of the PIP Program and developed a proposal and site plan for the Committee's consideration.

The PIP program was initiated by Council in 1982 to develop neighbourhood parks. Each year, there are funds allocated for the program, and the program has continued to expand in many ways. Funds from the PIP program are approved and allocated on a first-come, first-served basis. Currently, sufficient funds remain to support this request for PIP program park development.

The closest playgrounds to this park are at Coal Tyee School and Forest Drive School. Both require families crossing major roads to access. There are no City playgrounds within a 15-minute walk of this neighbourhood.

If approved, a project account will be set aside for the Fern Park improvements, and all disbursements from the account will be City-controlled. Fundraising proceeds can be added to the City trust account and the project will not proceed until the fundraising as outlined in the delegation's proposal is successful. |

OPTIONS

1. That the Parks, Recreation and Wellness Committee recommend that Council allocate \$25,000 from the 2018 Partners in Parks (PIP) Program, and \$20,000 from deferred revenue for Fern Neighbourhood Park improvements.
 - **Budget Implication:** If the money is awarded, all \$50,000 from the 2018 PIP account will be allocated. \$50,000 should be available again in 2019 on a first come, first serve basis. The \$20,000 budget addition from deferred revenue will be included in a future 2018-2022 Financial Plan budget bylaw amendment.
 - **Policy Implication:** The PIP program is consistent with the City of Nanaimo's Corporate Strategic Plan which identifies community partnerships as a key method of making Nanaimo a great place to work and play.
 - **Engagement Implication:** Community engagement has been carried out under the PIP process.
2. That the Parks, Recreation and Wellness Committee recommend that Council deny the application
 - **Budget Implication:** \$25,000 dollars will remain unallocated in the PIP for future groups to request in 2018. Funds of \$20,000 will remain in deferred revenue allocated for Fern Park.
 - **Engagement Implication:** Community engagement has been carried out under the PIP process. |

SUMMARY POINTS

- Fern Park is an undeveloped neighborhood park in the Beban/Northfield neighbourhood.
- Residents are requesting improvements to Fern Park through the Partners in Parks Program, as well as, \$25,000 of program funding.
- Funds of \$20,000 are committed for the park in deferred revenue from a nearby rezoning community contribution.

ATTACHMENTS

Fern Neighbourhood PIP Proposal

Submitted by:

Kirsty MacDonald
Parks and Open Space Planner

Concurrence by:

Richard Harding
Director, Parks and Recreation

Attachment A

Fern Road Park – PIP Grant Proposal

Nanaimo Parks, Recreation and Wellness Commission
co/ 500 Bowen Road
Nanaimo, BC
V9R 1Z7

May 9, 2018

Dear Committee Members,

Please accept this proposal by the residents of the neighbourhoods surrounding Fern Road Park, to the Partners in Parks Program (PIP) for funding to develop a playground and community gathering place at Fern Road Park. Our committee is requesting \$25,000 from PIP funds to help complete the park. Our park will include playground equipment for ages 3-12, picnic tables, water fountain, split rail fencing, and careful reduction and replacement of existing tree cover to optimise shade cover and preserve the environmental and historic character of this unique place.

BACKGROUND

The community surrounding the Fern Road Park is located at the boundary of lands that used to constitute the Westwood Family Dairy farm – one of Nanaimo's oldest commercial enterprises and settler families. This heritage is reflected in the small sheep and rabbit farm along its southern border. Between this border and Bowen Road there have been a variety of developments dating from the 1940s, the 1970s, 90s, and the 2000s constituting over 100 residences ranging from duplexes to large and small single-family houses, with an additional 8 units currently undergoing the approval process on the corner of Tulsa and Meredith Roads.

In the heart of this area, at the bottom of Fern Road is an undeveloped piece of land currently known as "Fern Road Park". The area contains several crab-apple trees, a Fir tree that was abandoned many Christmases ago, and a brush area which is the habitat for several species of bird. There has been overwhelming interest from local residents for developing this underutilized space, and converting it to a gathering place the community can enjoy. This park would preserve a sense of our natural heritage in this urbanizing area and be a safe place for various age groups to play and gather, bringing the neighbourhood closer together. Safety and community are key to this project, connecting neighbours, and providing a close-by playground. While there are other playgrounds within a 10-15-minute walk, this neighbourhood is surrounded by 2 truck routes (Bowen and Northfield), and by 2 major connectors (Meredith and Boxwood). These act as impermeable boundaries for parents walking with wide strollers or multiple children in an area of town that sees more than its fair share of speeding and congestion.

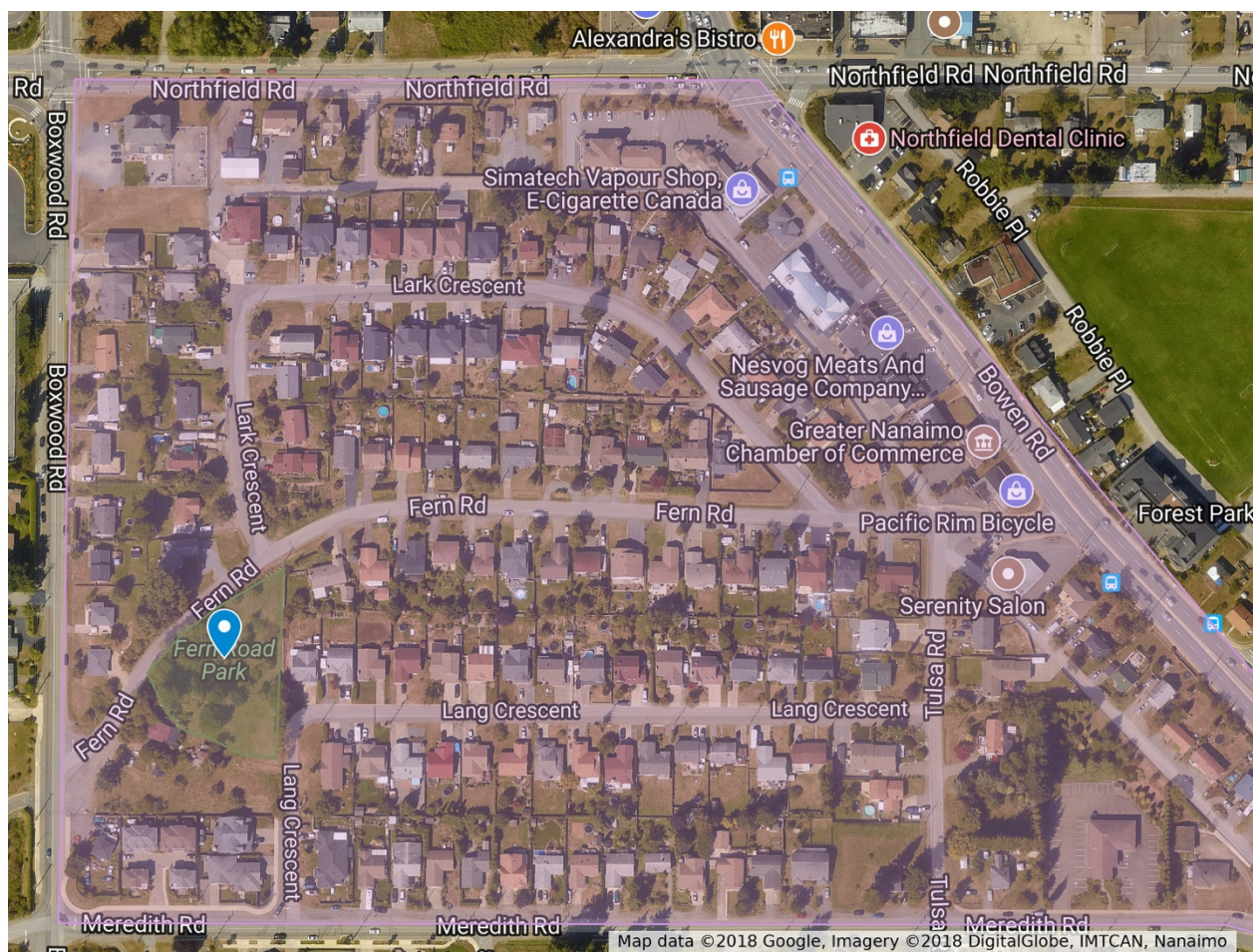


Figure 1 - Fern Road Park Neighbourhood and existing park boundary

CURRENT PLANNING

Residents of the Fern Road neighbourhood gathered on March 3, 2018 for a Fern Road Park orientation meeting hosted by City of Nanaimo representative, Kirsty MacDonald. Of these residents there was an overwhelming amount of support, with most of the 29 families that attended indicating on the sign-up sheet that they were in support of park improvements at this location. From this meeting an organizing committee was established to initiate the process of formalizing a plan based on the expressed viewpoints. Since then, several meetings have been held to strategize the development process.

Fern Road Park is a .262 hectare (226m²) undeveloped neighbourhood park. The park was acquired by the City of Nanaimo in 1988 through a residential subdivision. It has remained undeveloped since then to be developed as a neighbourhood open space by the residents through the PIP program.



Figure 2 – overview of Fern Road Park Site



Figure 3 – Current Condition of Fern Road Park

VISION

Our vision is a place for the residents of this neighbourhood to gather, particularly for children in the area who are cut off from other parks due to dangerous roads and high levels of traffic. This gathering area will welcome all neighbourhood residents, whether they are out walking their dogs, seeking a bit of green space in the city, or encouraging their children to engage with nature via the local habitat and playground. The completed product should blend into the natural landscape of the area. Our overall plans include playground structures designed to reflect the natural setting, an open grassy play area, a picnic area with picnic tables, removal of some existing trees, and planting mature trees in order to provide shade for the park and privacy for neighbouring houses. Given the scope of the project, it may be necessary to construct this park in two stages conditional to available funding.



Figure 4 – Site Plan

FUNDRAISING PLAN AND COMMUNITY CONTRIBUTIONS

Our committee has begun to develop a fundraising strategy based on inviting local businesses and developers to partner with us in the PIP program. Members of our community are aware of the commitment, in terms of time and finances that will be required to ensure the vision of Linley Valley Drive Park is realized. So far, the community support has been all positive with many families and individuals already offering to help.

We are in the early stages of fundraising and have a strong plan in place to keep momentum building and solidify the required funding.

Table 1 - Fundraising Plan of Action

Business	Donation	Donation Value	Person Responsible	Pending/Secured
Country Grocer	CASH	Up to \$10k		PENDING
Quality Foods	BBQ Supplies	\$250		PENDING
Gyro Clubs	CASH		DREW	PENDING
TD Bank	CASH		JULIAN	PENDING
Alexandria's	CASH	\$300	DREW	PENDING
Coastal Community Credit	CASH		TAYLOR	PENDING
Landlubber	Beer and Burger	\$1500		PENDING
Milestone	Playground prep and drainage	\$2000-\$5000	JULIAN	PENDING
Oceanvale Mortgage	Bench Sponsor	\$2000	Drew	Secured

FUNDING REQUEST

The Fern Road Park Improvement Committee is requesting Partners in Parks funds in the amount of \$25,000. This funding would be allocated as follows:

Task	Cost estimate	Source
Preparatory Work		
• Installation of a split rail fence	\$3800	City Operations
• Removal of park trees at the end of their life, canopy limbing, chipping	\$3000	In-kind donations, Project Funds
• Drainage improvements adjacent farm	\$1000	Project Funds
Phase 1		
• Playground equipment and surfacing for 2-5 year old and 5-12 year olds (including bucket and belt swings, spider-web, monkey bars)	TBA-\$40,000?	PIP funds
• Installation of the playground and safety surfacing and border (machinery, concrete, labour, tools)	\$10,000	Fundraising / Project Funds
• Border for playground (2 by 6)	\$5000 (TBA)	Fundraising / Project Funds
• Installation of a water fountain	\$2000	Project Funds
• Installation of new shade trees and drip irrigation	\$15,000	Urban Forestry Funds
• Installation of park entrance sign	Nominal	City
• Route path through park, away from neighbours	TBA	? Fundraising
• Installation of a split rail fence along Fern Road	56m. \$4000	Fundraising / Project Funds
• Installation of two picnic tables & bench	\$4500	Fundraising / Project Funds
• Consideration of interpretive signage (about agriculture, Neighbourhood history, etc).	\$1000 per sign installed (2)	Fundraising / Project Funds
TOTAL:	\$90,500	Total Park and Improvement Cost

CONCLUSION

The residents of Fern Road and surrounding area are committed to improving our neighbourhood greenspace and growing our community. Thus far, the community support has been very positive, with both area residents and the neighbourhood of the site expressing their desire for this project to proceed.

We thank you for the opportunity to participate in the PIP program, and for your consideration of our proposal. The PIP funds will be instrumental in the realization of our vision and we are excited to build the park through this process.

Yours sincerely,

The Fern Road Park Committee:

Julian Bakker

Taylor Landry

Drew Peters

Jody Huml

Lynette Hieck

Don & Deb Wytnick

Travis & Tammy McQuay

Andrea Pramukova

From: Adrian Hovestad
Sent: Sunday, May 27, 2018 1:15 PM
To: Dept. of Parks and Recreation <parksandrecreation@nanaimo.ca>
Cc: Al Seper < >
Subject: R.C. Flying Field

Parks, Recreation, and Wellness Committee.

Attention Mr. Ian Thorpe Councillor/ Chair.

Dear Sir and Committee members.

This is in regards to the May 23 rd. Committee meeting in which the Model Airs Club of Nanaimo asked for consideration of having the Park Property located on East Wellington Rd. and Maxie Rd. be the Pilot Site for Model Airs.

As One of MANY none organized Pilots of R.C. Aircraft in Nanaimo who have been flying for many years in whatever area we could find to fly in Nanaimo, I would like to remind you and the members of the Committee that the object of the Model Airs Club is to have EXCLUSIVE rights to the use of a Flying field designated by Council.

The writer has been informed by Leo Katila that as it is with all sanctioned R.C. Air Clubs , only club members would be allowed on the Park Property, all others will be escorted out .

A safe R.C. Flying location is surely needed , and the East Wellington Property would be an ideal location, but only if it coincide with the Committee's Terms of Reference which states
" Equitable Access to Parks, Recreation and Wellness and Services and facilities By ALL citizens.

There is much information available for the City to have rules and restrictions for the use of a flying field to be used by all R.C. Pilots.

We look forward to having a safe flying location in Nanaimo.

Respectfully Submitted,

Adrian Hovestad.
R.C. Pilot
2145 Michigan Way
Nanaimo.

From: [Diane Brennan](#)
To: [Ron Lychak](#)
Cc: [Ian Thorpe](#); [Richard Harding](#); [Al Britton](#)
Subject: Re: Additional benches around Westwood Lake
Date: Monday, June 18, 2018 12:23:54 PM

Thanks for this suggestion and the work you put into the petition. As you can see, I have copied Ian Thorpe, Chair Parks and Recreation Committee, on this email and I have included our staff.

Ian, I wonder if this is something the PRC could look at?...db

Sent from my iPad

> On Jun 18, 2018, at 10:44 AM, Ron Lychak wrote: >

> Dear Mayor and council,

>

> I am writing you today in an attempt to have more park benches installed around the 6 KM trail of Westwood Lake.

> I have been in correspondence with Mr. Allan Britton, City Parks manager of operations, over the last year on this issue.

> There have been 2 additional benches installed making the total of 3 for the whole trail.

> The closest bench from the parking lot going clockwise around the lake is approximately 2 KM away. Going the opposite direction the closest is approximately 1 KM.

> Many people with limited mobility or reduced function can't enjoy the trail system because of shortage of rest station around the lake.

> Lots of people use the trail for rehabilitation and exercise and are unable to go all the way around and enjoy this wonderful trail.

> Over a 5 hour period from June 2-3, 2018, I collected over 150 signatures from city residents requesting more benches, which I sent to Mr. Britton.

> Mr. Britton agrees with me that more benches are required, but he has direction on this issue.

> With Nanaimo growing and the population aging more people will require additional resting stations. The trail around Westwood needs to keep up to date.

> In closing, I'm attaching the signatures gathered and trust you will give the request consideration and make this trail accessible to all.

>

> Thank You

> Ron Lychak

> <Petition001.jpg>

> <Petition002.jpg>

> <Petition003.jpg>

> <Petition004.jpg>

> <Petition005.jpg>

> <Petition006.jpg>

> <Petition007.jpg>