



**AGENDA**  
**PARKS, RECREATION, AND WELLNESS COMMITTEE MEETING**

October 25, 2017, 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:**

**a. Minutes**

3 - 6

Minutes of the Parks, Recreation, and Wellness Committee Meeting held in the Board Room, Service and Resource Centre, Nanaimo, BC, on Wednesday 2017-APR-26 at 5:30 p.m.

5. **PRESENTATIONS:**

**a. Summer 2017 with Parks and Recreation**

Deborah Beck, Recreation Coordinator, and Tracy Stuart, Recreation Coordinator, to provide a presentation regarding Summer 2017 with Parks and Recreation.

**b. Overview and Update on Boys and Girls Club of Central Vancouver Island**

Ian Kalina, Executive Director, Great Future Start Here, to provide an overview and update on the Boys and Girls Club of Central Vancouver Island.

**c. 2017 Capital Projects Update**

Richard Harding, Director, Parks & Recreation, to provide an update regarding 2017 Capital Projects.

**d. Update on School District 68 and City of Nanaimo Joint Development and Use Agreement for All Weather Field at Nanaimo District Secondary School**

Richard Harding, Director, Parks & Recreation, to provide an update regarding School District 68 (SD68) and City of Nanaimo joint development and Use Agreement for all weather field at Nanaimo District Secondary School (NDSS).

**6. REPORTS:**

**a. Linley Valley Park Public Engagement Study**

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To be introduced by Richard Harding, Director, Parks & Recreation.

*Purpose: To provide the Parks, Recreation, and Wellness Committee with background on a public engagement of neighboring residents and user groups of Linley Valley Park.*

Presentation:

Diana Jerop, Carson Anderson and Dr. Pamela Shaw, Vancouver Island University to provide a presentation regarding Linley Valley Parks Public Engagement Study.

Recommendation: That the Parks, Recreation, and Wellness Committee receive the report titled Linley Valley Park Public Engagement Study dated 2017-OCT-10 for information.

**7. OTHER BUSINESS:**

**a. Parks, Recreation, and Wellness Committee Key Date Calendar - 2018**

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*Purpose: That the Parks, Recreation, and Wellness Committee receive the Parks, Recreation, and Wellness Committee Key Date Calendar - 2018, for information.*

[Note: This Key Date Calendar was received by Council on 2017-OCT-02.]

**8. QUESTION PERIOD:**

**9. ADJOURNMENT:**

**MINUTES**  
OPEN PARKS, RECREATION, AND WELLNESS COMMITTEE MEETING  
BOARD ROOM, SERVICE AND RESOURCE CENTRE  
411 DUNSMUIR STREET, NANAIMO, BC  
WEDNESDAY, 2017-APR-26, AT 5:30 P.M.

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PRESENT: Councillor W. L. Bestwick, Chair

Members: Councillor I. Thorpe  
Carrie Chassels  
Robert (Tyler) Fraser  
Trevor Heshka  
Howard Houle  
Gabby Lent  
Daniel McVicar  
Ken Milne  
Tracy Vandermolen  
Maureen Young

Absent: Marsha Down  
Julia Buisman  
Alec McPherson  
Mark Swain  
Calvin Tant

Staff: R. Harding, Director, Parks, and Recreation  
R. Lawrance, Parks and Open Space Planner  
S. Snelgrove, Deputy Corporate Officer  
K. Gerard, Recording Secretary

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

The Open Parks, Recreation, and Wellness Committee Meeting was called to order at 5:30 p.m.

2. INTRODUCTION OF LATE ITEMS

- (a) Richard Harding advised that the delegation, Daniel Nugent, was in attendance and recommended that the committee permit him to speak prior to considering presentations.

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 Open Meeting of the Parks, Recreation, and Wellness Committee held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2017-MAR-22 at 5:30 p.m. be adopted as circulated. The motion carried unanimously.

5. OTHER BUSINESS:

- (a) Daniel Nugent spoke regarding his proposal to have a paddleboard station at Westwood Lake which includes lessons and rentals.

It was moved and seconded that the Parks, Recreation and Wellness Committee receive the delegation from Daniel Nugent, regarding a paddleboard station at Westwood Lake. The motion carried unanimously.

It was moved and seconded that the Parks, Recreation and Wellness Committee direct Staff to work with the delegation and return to the committee with a recommendation regarding the proposal to have a paddleboard station set up at Westwood Lake. The motion carried unanimously.

6. PRESENTATIONS:

(a) Greater Nanaimo Water District Verbal Update

Rob Lawrance, Parks and Open Space Planner, provided a presentation regarding the future use of the Greater Nanaimo Water District lands. The update included:

- Ideas for more walking and biking trails
- Nanaimo Search and Rescue building
- Vancouver Island University demonstration forest for educational purposes
- History of the site
- Site assessments
- Stakeholder interviews
- Future vision

It was moved and seconded that the Parks, Recreation and Wellness Committee receive for information the presentation from Rob Lawrance, Parks and Open Space Planner, regarding the future use of the old Greater Nanaimo Water District lands. The motion carried unanimously.

(b) Linley Valley Environmental Audit

Rob Lawrance, Parks and Open Space Planner, provided a presentation regarding the Linley Valley Environmental Audit. The update included:

- 1-year biophysical assessment
- Hiring a consultant
- Trail assessments
- Identification of ecological sites

It was moved and seconded that the Parks, Recreation and Wellness Committee receive for information the presentation from Rob Lawrance, Parks and Open Space Planner, regarding the Linley Valley Environmental Audit. The motion carried unanimously.

(c) User Fees and Charges Verbal Update

Richard Harding, Director of Parks & Recreation, provided a verbal update regarding User Fees and Charges and advised that existing Fees and Charges are listed under “Parks, Recreation and Culture Regulations Bylaw 2008 No. 7073”.

It was moved and seconded that the Parks, Recreation and Wellness Committee receive for information the presentation from Richard Harding, Director of Parks & Recreation, regarding User Fees and Charges. The motion carried unanimously.

7. REPORTS:

(a) Nob Hill Dog Off-Leash Park Request and Park Improvement Plan

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

1. not support the dog off-leash option at Nob Hill Park;
2. continue to look for downtown dog off-leash sites through new park the new park acquisition process; and
3. approve the updated Nob Hill Park Improvement Plan for implementation.

The motion carried unanimously.

(b) Buttertubs Marsh Conservation Area Management Plan Update

Rob Lawrence, Parks and Open Space Planner, provided a presentation regarding the Buttertubs Marsh Conservation Area Management Zones and reported on the efforts that are underway to work with municipalities to define natural capital (financial value of area/park) and what these areas bring to the community.

It was moved and seconded that the Parks, Recreation and Wellness Committee receive and recommend that Council adopt the updated Buttertubs Marsh Conservation Area Management Plan and the conservation area as defined in the revised plan. The motion carried unanimously.

8. QUESTION PERIOD:

Carrie Chassels, re: Committee membership and establishing a position on the Parks, Recreation and Wellness Committee for a member of the Snuneymuxw First Nation. Richard Harding, Director of Parks, Recreation and Wellness advised that City works with Snuneymuxw First Nation as another level of government.

9. ADJOURNMENT:

It was moved and seconded at 6:52 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER

DATE OF MEETING    October 25, 2017

AUTHORED BY        ROB LAWRENCE, PARKS AND OPEN SPACE PLANNER

**SUBJECT                LINLEY VALLEY PARK PUBLIC ENGAGEMENT STUDY**

## **OVERVIEW**

### **Purpose of Report**

To provide the Parks, Recreation, and Wellness Committee with background on a public engagement of neighboring residents and user groups of Linley Valley Park.

### **Recommendation**

That the Parks, Recreation, and Wellness Committee receive the report titled Linley Valley Park Public Engagement Study dated 2017-OCT-10 for information.

## **BACKGROUND**

Linley Valley Park is a large, publicly owned wooded open space located in North Nanaimo. It consists of several parcels purchased by the City of Nanaimo in 2012 totaling 80.28 hectares. The park lies to the west of Linley Valley (Cottle Lake) Park (60.68 Hectares) and a 94.01-hectare provincial woodlot (both outside of the scope of this project). Together, these properties total over 234 hectares of publicly owned green space surrounded by urban areas.

The property is already zoned Nature Park-PRC-I to protect the natural values of the site. Although most of the parcels are currently undeveloped, the park is currently used by the community for informal trail walking, mountain bike riding, dog walking, access to viewpoints, access to waterways (pond, creeks and a lake), nature appreciation, and rock climbing. Currently, there are a series of informal trails throughout the park. An old roadway bed acts as the main trail, running west to east into Linley Valley (Cottle Lake Park). Due to public concern raised over the potential environmental impact of any new trail maintenance and expansion, Parks Operations Staff have suspended all trail maintenance until receiving further direction.

As part of the preparations for a final park plan, a year long bio-physical assessment of the park is expected to be completed in October 2017. In addition, a public engagement process was completed with the help from students from Vancouver Island University (VIU). The students developed a public engagement strategy and worked with Parks staff over the summer to complete this work.

The public engagement process included: stakeholder interviews, public surveying, engagement and consultation with City Staff and with consultants, trail assessments, and a use and accessibility analysis. The City of Nanaimo has approached VIU to involve students in completing this work as part of the overall process to complete the new Linley Valley Park.

The study included the following components:

1. Work with the City of Nanaimo Parks Staff to design and implement a public engagement process.
  - Collect input on existing uses and identify opportunities to improve recreation use and access while respecting the environmentally sensitive areas of the park
  - Identify and contact key stakeholder groups
  - Design and facilitate public consultation events
  - Identify public access and parking needs to propose solutions.
  - Assess interpretive signage and way finding opportunities
2. Complete a Linley Valley trails assessment
  - Identify locations for "beam breaker" installation
  - Provide recommendations for trail expansions
  - Map and GPS existing trails
  - Create a GIS layer of all existing, and recommended trails
  - Assess and make recommendations on way finding opportunities
3. Complete a project progress report and presentation to the City of Nanaimo Parks, Recreation and Wellness Committee
  - Provide a summary of all consultation
  - Provide results of trails assessment
  - Provide planning recommendations for the park
  - Demonstrate that all project deliverables have been completed
  - Submit final report no later than two months after project field work is completed

This study done by VIU students is one phase in gathering public input. As the planning process for the park continues, additional opportunities for public input will occur in future phases.

#### **SUMMARY POINTS**

- Over the summer of 2017, a public engagement process was completed in Linley Valley Park with students from Vancouver Island University's Mount Arrowsmith Biosphere Reserve Research Institute (MABRRI).
- Working with Parks Staff, the students met with various stakeholders and neighboring residents of the park and collected feedback to help identify priorities for servicing and future park improvements.



- The public engagement process included: stakeholder interviews, public surveying, engagement and consultation with City Staff and with consultants, trail assessments, and a use and accessibility analysis
- The park is currently used by the community for informal trail walking, mountain bike riding, dog walking, access to viewpoints, access to waterways (pond, creeks and a lake), nature appreciation, and rock climbing
- There will be additional opportunities for public input and engagement as the planning process proceeds.

**Submitted by:**

Rob Lawrance  
Parks and Open Space Planner

**Concurrence by:**

Richard Harding  
Director, Parks and Recreation

City of Nanaimo

## PARKS, RECREATION, AND WELLNESS COMMITTEE

### KEY DATE CALENDAR – 2018

Committee meetings are held in the boardroom on the first floor of the Service and Resource Centre Building at 411 Dunsmuir Street unless otherwise stated.

Committee	Start Time	End Time	Day of the Month
<b>Parks, Recreation and Wellness Committee</b>	5:30 p.m.	7:30 p.m.	4 <sup>th</sup> Wednesday

*January 1.....New Year's Day*  
**January 24 ..... Parks, Recreation and Wellness Committee**

*February 12.....Family Day*  
**February 28..... Parks, Recreation and Wellness Committee**

**March 28..... Parks, Recreation and Wellness Committee**  
*March 30 .....Good Friday*

*April 2.....Easter Monday*  
**April 13-15..... AVICC-Convention – Victoria**  
**April 25 ..... Parks, Recreation and Wellness Committee**

*May 21.....Victoria Day*  
**May 23 ..... Parks, Recreation and Wellness Committee**

**May 31 - June 3..... FCM Conference - Halifax**  
**June 27 ..... Parks, Recreation and Wellness Committee**

*July 2.....Canada Day Stat*  
**July 25 ..... Parks, Recreation and Wellness Committee**

*August 6.....BC Day Stat*  
**No August Meeting**

*September 3.....Labour Day*  
**September 10-14 ..... UBCM Conference – Whistler**  
**September 26..... Parks, Recreation and Wellness Committee**

*October 8.....Thanksgiving Day*  
**October 24 ..... Parks, Recreation and Wellness Committee**

*November 12.....Remembrance Day Stat*  
**November 28..... Parks, Recreation and Wellness Committee**

**No December Meeting**  
*December 25.....Christmas Day*

*December 26.....Boxing Day*