

DATE: April 25, 2024**FILE:** 6120-01**TO:** Chair and Directors
Electoral Areas Services Committee**FROM:** James Warren
Chief Administrative OfficerSupported by James Warren
Chief Administrative OfficerJ. Warren**RE: Operational Update – Community Parks****Purpose**

To provide a status of ongoing community parks projects.

Recommendation from the Chief Administrative Officer:

For information purposes only.

Executive Summary

Appendix A provides a summary of the 2024 Electoral Areas Community Parks major projects workplan and the status of each project. Projects are listed as either not started, in progress, or completed.

In-camera projects are not included in the workplan list.

Some work plan highlights include:

Lazo Greenway Project

Staff continue to work with our project consultant and the Town of Comox to finalize tender documents for construction.

- Design is complete and Ministry of Transportation and Infrastructure (MoTI) has issued the permit for the pathway.
- A revised Memorandum of Understanding has been drafted with the Town of Comox on grant cost-sharing and sent out for signature.
- Tendering documents for construction are almost complete including detailed information on contractor coordination with the Sewer Conveyance Project. Tender is set to go out at the end of April.
- Construction of the trail will be occurring at the same time as the sewer conveyance work. The sewer conveyance work will take precedence over the trail work. Staff sought to find synergies with the two projects to minimize disruption to the public and to maximize project efficiencies.

Dyke Road Park Project

Staff are working to finalize the design and have been working collaboratively with K'ómoks First Nation, the Stewardship Centre of BC, Pacific Salmon Foundation, MoTI, Project Watershed and the Guardians of Mid-Island Estuaries Society.

- Design for permitting has been completed (Appendix B) and our design consultant continues to work to complete 100 per cent design.
- Plans are underway to remove the existing platform and covered gazebo in mid May of 2024. These need to be removed to facilitate further archeological work and soil structure analysis. The structures will be transported to the Department of National Defense training grounds off Waveland road to be used for post-disaster training. This avoids these structures going to the landfill and supports a multi-agency training facility.
- The park will be closed to the public in mid May in preparation for the platform removal.
- Staff are anticipating construction to commence in the summer of 2024 with project completion in 2025.
 - Staff are working towards completing initial construction work in 2024 that involves the creation of a new tidal channel within the estuary.
 - Staff are working collaboratively with engineering to ensure project delivery is compatible with the sewer conveyance project.

Denman Cross Island Trail Project

Staff are working towards completion of two sections of the Cross-Island Trail.

- The construction of the section of trail from Owl Crescent to the Gravelly Bay ferry terminal was paused.
 - Project construction work to re-start early May of 2024 with targeted completion date of September 30, 2024.
- The design of the section of trail through the downtown section is complete.
 - Requests for quotes for construction are set to be out mid-April.
 - Looking for construction to be completed during the summer months.

Shingle Spit Boat Launch Project

Cascara Consulting Engineers Ltd was hired to provide a design for a new boat launch at Shingle Spit.

- Staff are working on obtaining the necessary permits and approvals, have engaged with K'ómoks First Nation, and are working with the Hornby Island Residents and Ratepayers Association boat ramp committee.
- Staff plan to hold an onsite open house in May to allow the community to review and provide input on the design.

Seal Bay Nature Park Management Plan Update

Staff continue to work towards implementing the action items listed within the Seal Bay Nature Park and Forest Management Plan (2019). A list of the plan's short, medium and long-term priorities including status can be found in Appendix C.

- Since the last operational report dated June 27, 2023 staff have not completed any additional action items but are working on:
 - Item 10.3 - improving the accessibility of the Coupland Loop trail. Design completed, staff continue to wait for a provincial archeological permit to support this work.
 - Item 14.3 – working with the regional fire chief to explore ways to improve emergency and fire response in the park.

Mount Geoffrey Nature Park Management Plan Update

Staff continue to work towards implementing the action items listed within the Mount Geoffrey Nature Park and Crown Land Trails Management Plan (2017). A list of the plan's short, medium and long-term priorities including status can be found in Appendix D.

- Since the last operational report dated June 27, 2023 staff have completed a number of medium-term priorities including:
 - Item 7.4 - all trails have been signed.
 - Item 7.6 – improved orientation in the parks using updated CVRD parks signage guidelines. Added trail hub signs with park maps at strategic points in the park.
 - Item 8.1 – posted trail use designations and employed industry standards for mountain bike trail designations.

Management Plans

Staff are working on management plans for Spike Road Park and Nymph Falls Nature Park. Management plans help guide future decision-making and establish a clear directive for park management.

- For both parks, staff are currently working on completing background inventories to identify the natural and cultural values of the parks which will include identifying existing site conditions, archeological studies and site mapping.
- Once the background work is complete, staff will work with K'ómoks First Nation to determine their interests in the management planning process. Following this, staff will work on an engagement plan to inform the management plan and then finally work towards plan drafting.

Prepared by:

Concurrence:

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Mark Harrison
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Community Services

Government and Community Interests Distribution (Upon Agenda Publication)

Hornby Island Residents and Ratepayers Association	✓
Denman Island Residents Association	✓
K’ómoks First Nation	✓

Attachments:

Appendix A – 2024 Parks Workplan

Appendix B – Dyke Rd Park Greenshores Design Issued for Permitting –
Landscaping – Final

Appendix C – Seal Bay Management Plan Status Report - May 2024

Appendix D – Mount Geoffrey Nature Park and Crown Land Trails Management
Plan Status Report – May 2024

2024 Parks Projects Work Plan

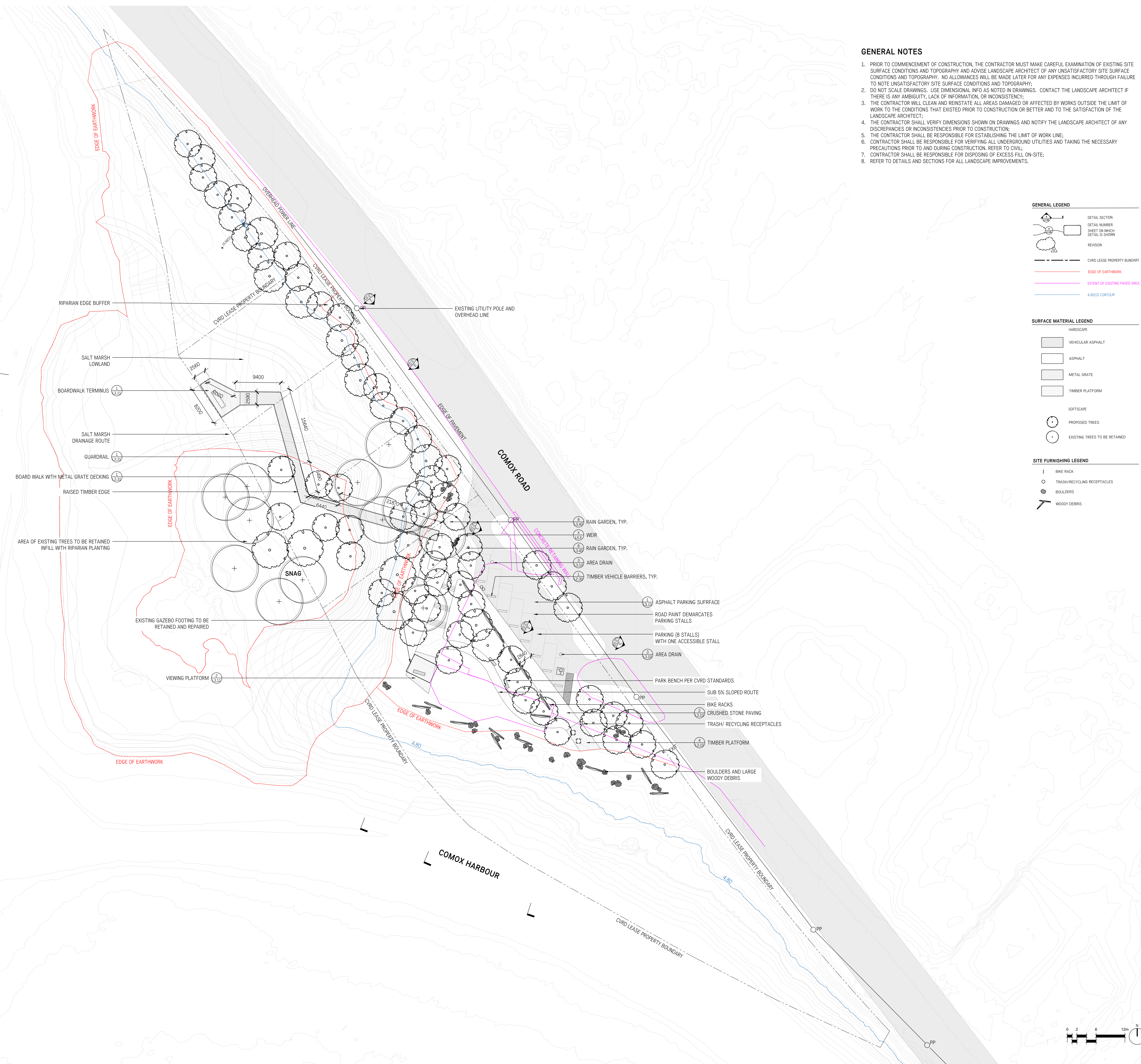
Includes Denman Parks (619), Hornby Parks (620 and 688), Regional Parks (625) and Baynes Sound A,B,C (621)
Excludes operations, in-camera projects, invasive and mosquito mgmt

Report Date: April 15, 2024

Project	Service	Status
Grant applications - Invasive plants, BC Hydro re-greening	296, 621	Completed
Parkland DCC policy update	621	Completed
ABC Parks and Greenways Analysis Report	621	Completed
Beach accesses invasive plant program	621	In progress
Denman CIT - Downtown design and construction	619	In progress
Denman CIT - Owl to Gravelly Bay construction	619	In progress
Denman West boat launch review	619	In progress
Hornby - Little Tribune Bay washroom replacement	688	In Progress
Hornby - Mt Geoffrey - trail upgrades	620	In progress
Hornby - Shingle Spit boat launch - design and permitting	620	In Progress
Regional Parks - Strategic Planning	625	In Progress
Craigdarroch Neighbourhood park engagement	621 - A	In progress
Union Bay Nature Park - park planning/construction	621 - A	In progress
Union Bay Nature Park - Tappin Rd encroachment	621 - A	In progress
RSST platform - asset mgmt	621 - A	In Progress
Union Bay Community Hall - playground (fiscal)	621 - A	In progress
Dyke Rd Park greenshores - design, permitting and construction	621 - B	In progress
Lazo Rd Greenway Trail - Project management and construction	621 - B	In progress
Nymph Falls - mountain bike trail assessment	621 - C	In progress
One Spot - Clemmies south extension - design, permitting and construction	621- C	In progress
One Spot - Tsolum Crossing review	621 - C	In progress
One Spot - Spike to Endall	621 - C	In Progress
Hillview Greenway - design, permitting and construction	621 - C	In Progress
Maccauley Heights - washroom	621 - C	In Progress
Spike Rd Park - site risk management	621 - C	In progress
Spike Rd Park - management plan	621 - C	In Progress
Nymph Falls park - Mgmt Plan	621 - C	In Progress
Goose Spit - Log wall seasonal repairs	621- B	Not Started
Goose Spit - Inner Bay Study implementation	621- B	Not started
Seal Bay - Don Apps trail upgrades - construction	621 - B	Not Started
Seal Bay - Coupland Loop upgrades - construction	621 - B	Not started
Barbara Road boardwalk repairs	621 - C	Not Started
Bear Creek Nature Park - railing replacement	621 - C	Not Started
Parcel Tax Review	621	Not Started
Mountain bike policy development	621	Not started

GENERAL NOTES

1. PRIOR TO COMMENCEMENT OF CONSTRUCTION, THE CONTRACTOR MUST MAKE CAREFUL EXAMINATION OF EXISTING SITE SURFACE CONDITIONS AND TOPOGRAPHY AND ADVISE LANDSCAPE ARCHITECT OF ANY UNSATISFACTORY SITE SURFACE CONDITIONS AND TOPOGRAPHY. NO ALLOWANCES WILL BE MADE LATER FOR ANY EXPENSES INCURRED THROUGH FAILURE TO NOTE UNSATISFACTORY SITE SURFACE CONDITIONS AND TOPOGRAPHY;
2. DO NOT SCALE DRAWINGS. USE DIMENSIONAL INFO AS NOTED IN DRAWINGS. CONTACT THE LANDSCAPE ARCHITECT IF THERE IS ANY AMBIGUITY, LACK OF INFORMATION, OR INCONSISTENCY;
3. THE CONTRACTOR WILL CLEAN AND REINSTATE ALL AREAS DAMAGED OR AFFECTED BY WORKS OUTSIDE THE LIMIT OF WORK TO THE CONDITIONS THAT EXISTED PRIOR TO CONSTRUCTION OR BETTER AND TO THE SATISFACTION OF THE LANDSCAPE ARCHITECT;
4. THE CONTRACTOR SHALL VERIFY DIMENSIONS SHOWN ON DRAWINGS AND NOTIFY THE LANDSCAPE ARCHITECT OF ANY DISCREPANCIES OR INCONSISTENCIES PRIOR TO CONSTRUCTION;
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ESTABLISHING THE LIMIT OF WORK LINE;
6. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL UNDERGROUND UTILITIES AND TAKING THE NECESSARY PRECAUTIONS PRIOR TO AND DURING CONSTRUCTION. REFER TO CIVIL;
7. CONTRACTOR SHALL BE RESPONSIBLE FOR DISPOSING OF EXCESS FILL ON-SITE;
8. REFER TO DETAILS AND SECTIONS FOR ALL LANDSCAPE IMPROVEMENTS.



GENERAL LEGEND

- DETAIL SECTION
- DETAIL NUMBER
- SHEET ON WHICH DETAIL IS SHOWN
- REVISION
- CVRD LEASE PROPERTY BOUNDARY
- EDGE OF EARTHWORK
- EXTENT OF EXISTING PAVED AREA
- 4.800' CONTOUR

SURFACE MATERIAL LEGEND

HARDSCAPE

- VEHICULAR ASPHALT
- ASPHALT
- METAL GRATE
- TIMBER PLATFORM

SOFTSCAPE

- PROPOSED TREES
- EXISTING TREES TO BE RETAINED

SITE FURNISHING LEGEND

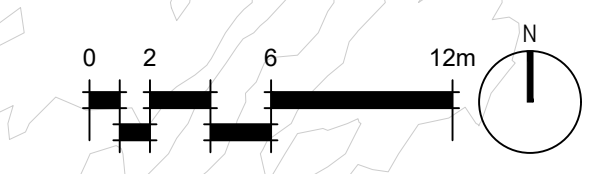
- BIKE RACK
- TRASH/RECYCLING RECEPTACLES
- BOULDERS
- WOODY DEBRIS

1	Issued for Permitting	Apr. 08/24
No.	Description	Date

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Dyke Road Park
 Courtenay, BC

Materials and Layout Plan



Date	Project No.	2208	Drawing Number
Scale	1:250		
Drawn/Checked	ES/LH		
			L1.10

Seal Bay Nature Park Management Plan Status Report April 15, 2024

Short Term Priorities (2019 – 2020)

Theme: Environmental Stewardship		Status
Item	Action Description	
1.1	Implement the park management zones strategy.	Complete
1.3	Ensure continued protection of the wetland ecosystems and biodiversity present in the Map Reserve.	Complete
1.4	Implement the permanent closure of the northern section of the Mitchell Grade trail.	Complete
2.1	Minimize ecological fragmentation through closure of unmarked or unsanctioned trails.	Complete
Theme: Visitor Experience		
Item	Action Description	
4.2	Develop a program to provide seasonal guided nature education walks in the park.	On hold
4.4	Educate users about the impacts on the park's natural resources from use of unmarked trails through discreet signage and interpretive materials.	On hold
5.1	Work with the K'ómoks First Nation to inventory cultural values and ensure protection of these values into the future.	Complete
5.2	Identify First Nation place names and work in collaboration with the K'ómoks First Nation on signage policy within the park.	Complete
6.1	Develop a clear and simple signage plan for the park. This will help visitor wayfinding and emergency response.	Complete
6.2	Remove all non-conforming signage with the possible exception of signage of historical or cultural significance.	Complete
6.3	Install park trail maps at key trail intersections and replace old trail maps to ensure consistent messaging.	Complete
6.5	Provide information to download digital map apps.	On hold
8.3	Develop a detailed site plan for a new Hardy Road parking area located north of the current location in a cleared area formerly used as a provincial gravel pit. This should consider vehicular and pedestrian circulation, parking and provision of visitor services amenities.	Complete
Theme: Sustainable Trail Network		
Item	Action Description	

9.11	Re-route a portion of the Horse-Bike Loop trail near Happy Face trail that is steep and eroded. Close the eroded section of trail.	Complete
10.6	Implement the trail concept plan.	Complete
Theme: Partnerships and Collaboration		
Item	Action Description	
11.1	Engage with MOTI to purchase or permanently close unopened road dedications which are adjacent to or wholly enclosed within the Seal Bay Nature Park and Seal Bay Forest boundaries.	On hold
11.2	Work with MOTI to ensure all park infrastructure located within MOTI jurisdiction has the proper permits in place.	Complete
11.8	Work with FNLRO to establish management direction for the land parcel within Seal Bay Forest previously set aside for the Map Reserve.	On hold
12.6	Work with the equestrian community to find a solution to the issue of horse manure within the park.	Ongoing
Theme: Public Safety		
Item	Action Description	
13.1	Engage with MOTI to explore ways to increase public safety on the section of Bates Road that passes through the park. This may be accomplished through vehicular speed reduction, traffic-calming measures, installation of signage, fewer crossing points or installation of crosswalks.	Ongoing
13.2	Re-align the horse-bike loop trail off Bates Road to better meet public safety concerns.	Complete
14.3	Work with the North Island Mid Coast Fire Centre, local fire chiefs and emergency first responders to develop emergency response guidelines and emergency wayfinding signage for the park.	In Progress

Medium Term Priorities (2021 – 2025)

Theme: Environmental Stewardship		Status
Item	Action Description	
1.5	Implement the permanent closure of the southern section of the Twinflower Lane trail.	Complete
2.5	Identify invasive species within the park and administer a program for removal. Emphasis shall be on the most sensitive ecological areas.	In Progress
Theme: Visitor Experience		
Item	Action Description	

4.1	Provide opportunities for self-guided natural history interpretive programming including opportunities to identify flora and fauna and natural system processes.	Not started
5.4	Identify the European historic use of the area and the disruption to the old growth ecosystem.	Not started
8.2	Develop a detailed site plan for the Bates Road parking area. This should consider vehicular and pedestrian circulation, parking, accessibility and provision of visitor service amenities.	Complete
Theme: Sustainable Trail Network		
Item	Action Description	
9.7	Work with the Backcountry Horsemen and adjacent landowners to re-align the Horse-Bike loop trail adjacent to the Langlois Road properties.	Complete
9.9	Construct a short section of trail near Elmo Road to connect the multi-use trail system within the park boundary.	Not started
10.3	Develop the Coupland Loop trail into an accessible trail. Trail should strive to offer viewpoints towards the ravines and ocean while offering access to a variety of natural features. Limits pertaining to topography, cost and environmentally sensitive areas shall be recognized.	In progress
Theme: Partnerships and Collaboration		
Item	Action Description	
No medium term partnership priorities		N/A
Theme: Public Safety		
Item	Action Description	
14.1	Work towards implementing the high level wildfire risk recommendations for the park which are currently being developed as part of the Community Wildfire Protection Plan (CWPP).	Not started
14.2	Work with the North Island Mid Coast Fire Centre to identify specific areas of wildfire risk vulnerabilities in the park.	Not started

Long Term Priorities (2026 – 2038)

Theme: Environmental Stewardship		Status
Item	Action Description	
1.2	Inventory and map the park's rare and sensitive ecological communities as well as species and ecosystems at risk.	Not started

2.6	Consider removal of the abandoned vehicle located near the old gravel pit or use as interpretive opportunity for gravel pit history.	Complete
2.9	Initiate further research on the hydrological systems that exist within the park to help better inform park planning initiatives. This includes evaluating the environmental impacts of the Melda's Marsh dam on natural system processes.	Not started
2.10	Evaluate the vulnerability of the park to climate change and develop an adaptive strategy to address potential future impacts.	Not started
Theme: Visitor Experience		
Item	Action Description	
7.1	Explore the feasibility of developing a bike commuter path through the park adjacent to Bates Road.	ATNP
7.3	Explore future active transportation connection opportunities between adjacent neighbourhoods and the park. This may include a greenway within the Waveland Road right-of-way and connections to the City of Courtenay's greenways system, the Little River ferry terminal and Little River community, the Department of National Defense, the community surrounding the North Island Distance Education School and the Bates Beach community.	ATNP
8.4	Develop a detailed site plan for a new Huband Road parking area. This should consider vehicular and pedestrian circulation, parking, visitor service amenities, and opportunities for nature-based recreation in forested areas.	Not started
8.7	Develop a site plan for the dam area of Melda's Marsh. This should consider the construction of a viewing area overlooking the marsh, a small nature discovery shelter and a washroom facility.	Not started
Theme: Sustainable Trail Network		
Item	Action Description	
9.10	Consider the construction of a pedestrian only trail near the Hardy Road entrance to help disperse park users.	Not started
10.4	Develop the Swamp Loop trail into an accessible trail. Trail should strive to offer access to Melda's Marsh and other prominent natural features while recognizing limits pertaining to topography, cost and environmentally sensitive areas.	Not started
Theme: Partnerships and Collaboration		
Item	Action Description	

11.3	Continue to work with FLNRO to acquire Seal Bay Forest to ensure protection of the forest in perpetuity.	On hold
11.7	Work with the City of Courtenay to ensure future development adjacent to the park is compatible with park objectives of environmental stewardship and connectivity.	Not started
Theme: Public Safety		
Item	Action Description	
No long term public safety priorities		N/A

Mount Geoffrey Nature Park and Crown Land Trails Management Plan Status Report

April 15, 2024

Short Term Priorities (2017 – 2020)

Governance		Status
2.3	Explore opportunities to coordinate any monitoring efforts in the park and on the Crown lands between CVRD, BC Parks and the K'ómoks Guardian Watchmen.	In progress
Conservation Covenant Area		
4.1	Since field-forest edge habitat is rare in the park, keep the field within the conservation covenant area open by mowing. This will also help control Canada Thistle and Scotch broom.	Ongoing
4.2	Work with CHI and TLC to complete an inventory of the native plants and animal species found in the conservation covenant area. This information will help the three agencies manage the area for those species.	Complete
4.3	Prepare a site management plan for the conservation covenant area to protect native species and control invasive species.	Complete
Cultural Values		
5.4	Inventory in partnership with K'ómoks First Nation key cultural/archaeological sites for the purpose of preservation and/or learning about traditional practices.	Complete
5.6	Identify K'ómoks First Nation place names for Mount Geoffrey.	Complete
Sustainable Trail Network		
7.1	Install permanent trail maps at the most popular entrances and consider one or two locations within the regional park or Crown lands for a permanent trail map.	Complete
7.5	Inform park users on the maps and information materials that user created trails are not mapped or signed.	In progress
Wildfire Risk Management		
10.5	In cooperation with the Hornby Island Fire Department, the Coastal Fire Centre and BC Parks, identify appropriate measures for fire prevention on Mount Geoffrey.	Ongoing

Future of the Crown lands		
11.1	In the short term, apply for legal designation, under the provisions of section 56 of the <i>Forest and Range Practices Act</i> .	On hold
11.2	Work with the provincial government and First Nation partners to explore other options for securing the long-term protection of the Crown lands.	On hold

Medium Term Priorities (2021 - 2025)

Environmental Stewardship		
3.1	Continue to fill information gaps related to the ecological values in the park and on Crown lands utilizing local, scientific and Traditional Ecological Knowledge.	Complete
3.2	Include information on Mount Geoffrey's ecological values, sensitive ecosystems and ecological processes in park information materials.	Ongoing
3.3	Work with the regional parks committee and other partners to develop interpretive/educational materials about Mount Geoffrey's ecological, wetland and groundwater recharge values.	Not started
3.7	Include information on the ecological impact of removing downed trees and other natural resources in educational/interpretation materials.	Not started
3.10	Identify natural areas for regeneration (planting and caging of seedlings) of western redcedar, Arbutus, Garry oak and other tree species that are browsed by deer.	Not started
3.13	Work in partnership with the Regional Parks Committee, other partners and volunteers to provide environmental interpretation to help create an appreciation and acceptance of the limits on human use required to protect sensitive ecosystems.	Not started
Cultural Values		
5.1	Recognize the importance of the area to K'ómoks First Nation cultural practices on interpretive signs or other public	Not started

	educational materials as appropriate and explain First Nation rights to harvest, K'ómoks' names, uses of medicinal plants etc.	
5.7	Form partnerships to educate park users regarding First Nation culture and practices.	Not started
Sustainable trail network		
7.4	Over time, sign all mapped trails.	Complete
7.6	Consider symbols or other markings to improve orientation within the trail system.	Complete
8.1	Post trail use designations on the trails where needed (e.g. hiking only, hiking and biking, horseback riding allowed, mountain biking only).	Complete
8.4	Make users aware of the dog leashing requirement in Mount Geoffrey Escarpment Provincial Park at trail heads that lead into the provincial park.	Not started

Long Term Priorities (2026 – 2030)

Governance		
2.4	Invite and involve the K'ómoks First Nation, BC Parks, Recreation Sites and Trails BC, the Hornby Fire Chief and the Coastal Fire Centre in future consultations on the park and Crown land.	Not started
Sustainable Trail Network		
6.2	<p>In the longer term, as visitor numbers increase, additional trails may be appropriate in the regional park and on the Crown lands. The following criteria will be used to evaluate new trail proposals:</p> <ul style="list-style-type: none"> a. Minimal impact on sensitive ecosystems (steep slopes, wetlands, creeks, streams, wildlife migration, wildlife habitat, etc.) b. Ability to control erosion of the trail surface due to heavy use or water flows. c. Safe for public use. Mountain biking trails meet Whistler standards. <p>Results in an important connection that is not provided by other trails.</p>	Ongoing

8.5	At key trail heads in the regional park, post dog owner etiquette signs to remind dog-walkers of leashing requirements as appropriate and to keep their pets under control (both for user safety and the protection of natural values).	In progress
8.6	Monitor dog use. If user conflicts increase, explore making some of the busier trails “dogs on-leash”.	Ongoing
8.7	As dog use increases, explore requiring dog leashing during sensitive times for wildlife, such as fawning and bird nesting times.	No started
9.3	Monitor use levels and if park use and need for outhouses or parking increases, work with BC Parks, park committees and the public to identify appropriate locations and designs for those amenities.	Not started