Minutes of the District of Lantzville Parks and Recreation Commission Meeting held on Thursday, May 22, 2014 at 4:30 pm, at the District Office, 2nd Floor – 7192 Lantzville Road, Lantzville, BC

PRESENT: Members: Denise Haime, Councillor, Chairperson
John English, Member
Ted Gullison, Member
John Halliwell, Member
Harriet Rueggeberg, Member
Brenda Savage, Member (arr. 4:35 pm)

Absent: Cherie Alyward, Member

Also in attendance: Jack de Jong, Mayor

Staff: Trudy Coates, Director of Corporate Administration

Chairperson Haime called the meeting to order at 4:30 pm.

1. Agenda Additions and/or Deletions

2. Adoption of the Agenda
H. Rueggeberg MOVED and J. Halliwell SECONDED, THAT the Commission adopts the May 22, 2014 Parks and Recreation Commission meeting agenda, as amended, with the additional information circulated for: Items 6(1), (3) & (4) (H. Rueggeberg); Item 6(3) public input on parks (McKeever & Roper/Bickford); and Item 6(4) larger copy of spreadsheet, aerial map of Fernmar Road, and Map A Trails & Journeyways Strategy Plan (from staff); and the addition of new items: 7(a) Sebastian Park and (b) E&N Trail citizen concern.

CARRIED

3. Approval of the Minutes
H. Rueggeberg MOVED and T. Gullison SECONDED, THAT the Commission approves the April 24, 2014 Parks and Recreation Commission meeting minutes, as presented.

CARRIED

B. Savage arrived at 4:35 pm.

4. Correspondence – Nil

5. Unfinished Business
(1) Landscaping around the Mine Memorial, Jack’s Road
The Commission considered:
• Lynn Reeve, President, Lantzville Historical Society – Request at the April 24, 2014 Parks & Recreation Commission meeting for approval of Society plans to landscape around the Mine Memorial, Jack’s Road
• Lynn Reeve (13 May 2014) Mine Memorial Landscaping Proposal and Plan

Staff confirmed that the District will be cutting blackberries and brush this year in the area of the Mine Memorial on Jack’s Road.
The Commission discussed landscaping around the Mine Memorial on Jack’s Road, including:

- Nature of the landscaping and the use of flat rocks
- Poor condition of the surface of the road end, work underway in relation to erosion, poor aesthetics (e.g. garbage bin, checkered sign) and difficulty reading the text on the three plaques
- Narrowness of the right of way, potential to adjust the road end location

Conclusion: Staff to invite a representative of the Lantzville Historical Society to meet the Commission and staff on site at the Mine Memorial on Jack’s Road at the start of the Thursday, June 26, 2014 Parks & Recreation Commission meeting to discuss the site, the entire road end area, and landscaping/improvement options.

(2) Amendment of Memorial Park Bench Plan – to add a bench at the bottom of Lavender Road

The Commission noted the information about the amendment of the Memorial Park Bench Plan to add a bench at the bottom of Lavender Road:

- Brenda Ramshaw – Request at March 27, 2014 Parks & Recreation Commission meeting, for a memorial park bench or a plaque on the picnic table, at the bottom of Lavender Road. April 24, 2014 Commission support to proceed with amending the Proposed Locations of Sponsored Benches plan to add a second bench at the end of Lavender Road, subject to the Director of Public Works confirming that there is sufficient room. Confirmed.
- Staff Update: May 14, 2014 District approval letter, for information.

H. Rueggeberg MOVED and J. Halliwell SECONDED, THAT the Parks & Recreation Commission supports the May 14, 2014 District staff response to Brenda Ramshaw confirming the opportunity for a second park bench on Lavender Road and providing a copy of the Purchase of Park Benches Policy No. 4002-2 and application form, if she wishes to proceed with funding a memorial bench.
CARRIED

(3) Playground Equipment/Potential Parks Upgrade Survey

The Commission reviewed potential parks upgrade information, including:

- Copies of Articles/Notices (April & May Lantzville Log; May Community Newsletter; May District Website)
- Responses received:
  - Anette Thingsted (15 Apr 2014)
  - Charlie (01 May 2014)
  - Ceri Jakobsen (04 May 2014)
  - Jenine Barr, Slogar Drive (11 May 2014)
  - Nathan Roper and Caitlin Bickford (17 May 2014)
  - Stephen and Lisa Relkoff, 7211 Hase Place (09 May 2014)
  - Carl and Linda Westby, 8038 Southwind Drive (14 May 2014)
  - Shelley Maley (15 May 2014)
  - Regan McKeever (17 May 2014)

The Commission discussed:
• Public input responses
• Options on how much of the playground equipment should be moved, removed, or fenced

Conclusion: At this stage, the Commission’s position is:
• Concept for a Bike Park – Positive - proceed to cost estimate stage
• Playground Equipment: recommend leaving the equipment, removing the dome and softball backstop, and consider installing fencing
• Adult Equipment: not at this time; no further action required
• Public Input - keep it on the website for a bit longer

6. Presentations, Delegations, Petitions
(1) David Clough, Biologist – Invited by Commission to attend to discuss Knarston Creek fish ladder and vegetation removal

D. Clough attended, responded to questions from the Commission and spoke about:
• his background as a fisheries biologist and projects he has completed in Lantzville including: work with the Nanoose First Nation; youth work last summer; work for five property owners to deal with flooding and a permit allowing them to dredge the stream
• the series of photos of Knarston Creek from 1999 that he circulated, noting the history of the Creek drying out in the summer and flooding in the winter
• Nanoose First Nation right to move fish, and work also done by the Nanoose Streamkeepers
• governmental resistance to putting a fish ladder up that far but because of the work that the community did the barrier is in good shape
• the importance of not only dredging but also the need to address the habitat, including streamside planting and trees to shade the stream bed
• the condition of Knarston Creek, noting downstream is looking better, from the Fire Hall down to the ocean is good habitat but from the Fire Hall up is isolated, trout habitat
• the gradient of Superior Road, pools filling in, sand ending up in the sump on Lantzville Road, protection of the downstream habitat, and installation of four pool riffle sequences along Lantzville Road
• definition of a dam, fish ways in the bypass, and noting that fish can get all the way up to the falls (below the highway behind the Fire Hall). The falls drop 3 ½ metres
• plans by Hwys (wish list) to fix the pipe under the highway, baffles need to be cleaned up and smoothed out, to facilitate fish passage
• opportunities for improvement in the Knarston Creek lower reach and his recommendation to work in that area instead of going to the high side where it would be difficult to get a permit
• approaching the property owners, emphasizing the benefits, the success of the Nash’s work, and how they could do good stewardship
the need to go back in, remove the sediment, remove the invasive species in the stream bed, increase the size of the streambed, and plant native plants, all of which will reduce flooding and bring fish back
- availability of funding, if 50% sweat equity
- recommending adopting Lower Knarston Creek, in-kind work by property owners, streamkeepers and volunteers, to match $10,000 of funding
- planning a cutting party, in Spring or Fall and before that considering what can be done in the channel, e.g. put spawning gravels back into streams, rake out sediment and walk up the stream to deposit it
- how a stream that dries out in the summer, doesn’t mean it is a failure as a fish-producing stream, noting Coho fry can enter the ocean in their first year, Also, chum spawn near larger rocks, and larger rocks have been covered.
- finding a location at the bottom of North Road, a good spot or two to lay out gravel in size appropriate to Chum salmon (Coho site should have smaller gravel), noting it would be lots of hard work, a day for a work party of 6 or 8 working in a small stream to place gravel to 2” – 6” of depth
- how Coho dig a hole, lay eggs, swim upstream, and sort the gravel, noting that Coho go further upstream but Chum would never get to the bypass, maybe to Eby and Shangri-la, are born and out before the stream dry
- if fish are not spawning it is because there is no habitat, add Chum gravel at North Road, and need to remediate all the way up to the waterfall. Salmon stay below the falls
- clarified that he is not suggesting doing anything about a ladder, and that the work plan should concentrate from the falls to the beach
- the different route that Knarston Creek used to travel
- organizations that provide funding, including Pacific Salmon Foundation, RBC Blue Water, TD Friends, Shell Environmental, Vancouver Foundation, Real Estate Board and DFO recreation, noting that the Pacific Salmon Foundation application process is closed until next February, but the RBC Blue Water application process is ongoing
- the Nanoose First Nation, being keen to help, and contacts for the Nanoose Streamkeepers (John Dunn & Roy Burns) noting that the Lantzville Streamkeepers is now defunct

Conclusion: Dave Clough to send staff a copy of a previous report that summarized the work required to improve Knarston Creek, and staff will forward the report to Commission members and staff for consideration with Commission project priorities at a future meeting.

D. Clough left the meeting at 5:40 pm.

(4) Projects for the Coming Year
The Commission considered information about projects for the coming year, including:
• Director of Public Works (14 May 2014) Proposed Fernmar Trail (West end south to hydro line) Report – For Information
• CAO & Director of Public Works (15 May 2014) Updated Works & Cost Estimates Report
• PR Commission – Trails Journeyways - ROWs – Future Trails/Accesses

Staff confirmed the intent to merge some information from the two lists, to add the project numbers after the Commission considers the report and concludes review/update of list.

Regarding a question about outstanding work for the completion of Item 2 – Romac Road, installation of signage, staff reported that the Director of Public Works confirmed that the signage had been installed, someone removed the one at the edge of Sywash Ridge, and another sign is planned for the Romac trail on the Southlands side (already one on Lorenzo Lane side). Signs have arrived and are on the work schedule for installation, funded through regular maintenance budget.

The Commission discussed the staff report, and each item on the Journeyways list, noting Items 1, 2 and 8 are completed (subject to the scheduled Romac trail sign installation); Item 3 is ongoing (question of overlap with fisheries work which Director of Public Works will review with D. Clough); Item 4 Fernmar is on hold; potential to revisit Item 5 Sywash Ridge at a later date and move it down the list for now; may delete Item 6 Sywash Ridge (end) as no longer required, access through private land has been blocked; and Item 9 Rossiter Ave to Lynn Dr is a low priority.

Conclusion:
• Commission shortlisted the following potential projects from the list, and by unanimous consent, resolved to visit each site with the Director of Public Works, during the June 26, 2014 Commission meeting to help the Commission prioritize projects:
  7. Owen Road (east end) to Dickinson Road
  10. ROW Between 7566 - 7578 Lantzville Road
  11. Wilson Road
  12. Harwood Road to Phillips Road
• Staff to update the list after the prioritizing process has been completed.

The Commission discussed an encroachment issue previously discussed a few years ago about a fence in a beach access area at Huddlestone, how it was concluded, and procedures for resolving encroachments within Development Permit areas, noting a potential project (low priority) for an inventory of park encroachments to resolve.

(5) Cenotaph Site Plan/Memorial Pathway and Cross-sections – For Information
- Plans received for information at the April 24, 2014 Commission meeting

The Commission noted the staff update on the Legion’s cenotaph project:
• Motion passed by Council at the April 28, 2014 regular Council meeting:
THAT Council authorizes the Lantzville Royal Canadian Legion Seaview Centennial Branch 257 to proceed with the construction/implementation of the cenotaph and memorial pathway in accordance with the site plan and design dated July 17, 2012 and April 2014, subject to the District receiving a detailed construction schedule from the Lantzville Legion identifying construction start time/schedule/timelines for completion and that the works are carried out under the supervision of the District’s Director of Public Works.

Staff confirmed that the District will own the cenotaph after completion, and will confirm applicable warranties.

- Following Council’s motion, staff held a meeting with representatives of the Legion Cenotaph project. The Legion is working on compiling a detailed construction schedule which will include the selection of a contractor. After this information has been provided to the District, these further details will be reported.

Commissioner Halliwell confirmed works in progress by the Legion.

(6) Minetown Day – September 6, 2014
Commissioner Savage reported that they are currently reviewing equipment needs, and staff confirmed the practice of highlighting Minetown Day and, particularly, the road closure in the District’s Community Update newsletter.

(7) Costin Hall Liaison - Nil

(8) Signage – Romac Trail – discussed above

(9) Invasive Species
The Commission discussed:
- the background information provided and noted:
  - no report received of the referenced regional council forming
  - article project to be completed by H. Rueggeberg and T. Gullison
- the 2014 Broombusters program, including:
  - availability of Lantzville cut dates
  - importance of cutting correctly to be effective
  - article to be published in the Lantzville Log

7. New Business
(1) Sebastian Park
Resident concern about viability of small park space, and highest and best use of land. The Commission discussed the benefits of small green spaces, recreation routes, and the circumstances in which disposal may be appropriate. Conclusion: Staff to research and report.
2. **E&N Trail**
   Resident concern about horse manure on the E&N Trail, whether it is authorized as a horse trail and if so what are the requirements for clean-up by riders. The Commission discussed the issue. Conclusion: Anything that we can do to encourage residents to clean up after their animals is supported and staff to confirm if wording should be added to signage, if horses are permitted.

8. **Public Participation** - Nil

9. **Special Business (In-Camera)** - Nil

   The Commission resolved, by unanimous consent, to change the regular meeting time for the next meeting, June 26, 2014, to start at 3:00 pm to allow sufficient time to first meet at the Mine Memorial site on Jack's Road with staff and Lantzville Historical Society representative, and then to tour the four short-listed project sites with staff, before returning to the District Office to complete the meeting.

10. **Adjournment**
    J. Halliwell MOVED and B. Savage SECONDED, THAT the Commission adjourns the meeting.
    CARRIED

Meeting Adjourned: 6:25 pm

Certified Correct:

Trudy Coates, Director of Corporate Administration

Confirmed this 26th day of June, 2014.

Denise Haime, Councillor
Chairperson