

# District of Lantzville

Incorporated June 2003

Agenda for the Meeting of the Parks and Recreation Commission to be held on Thursday, October 19, 2017 at 4:30 pm, at the District Office, 2<sup>nd</sup> Floor – 7192 Lantzville Road, Lantzville, BC

Page No.

- 1     **1.     ADOPTION OF THE AGENDA**  
          **THAT the Commission adopts the October 19, 2017 meeting agenda.**
2.     **PUBLIC INPUT PERIOD** *(Persons recognized by the Chair to speak must first state their name and address for the record, may speak once for up to 2 minutes (unless the Committee resolves otherwise), and are limited to providing comment regarding items listed on the Committee agenda for this meeting (excluding public hearing topics).*
- 2-4   **3.     APPROVAL OF THE MINUTES**  
          **THAT the Commission approves the September 21, 2017 meeting minutes, as presented.**
4.     **BUSINESS ARISING**
5.     **PRESENTATIONS, DELEGATIONS, PETITIONS – Nil**
6.     **CORRESPONDENCE – Nil**
7.     **STATUS OF COMMISSION RECOMMENDATIONS TO COUNCIL/COUNCIL MOTIONS**

- (1)   **October 2, 2017 Council Motion (from September 21, 2017 Commission recommendation)**  
          **THAT Council instructs staff to incorporate into the 2018-2022 Financial Plan, the following projects, in priority order:**

Priority	Description	Year	Budget	Funding
1	Copley Ridge Recreation Trail (Woodlot)	2018	4,000	Carry Forward
2	Huddlestone Park Upgrades – playground equipment replacement and addition of Toddler Facilities	2018	142,000	Parks Development Reserve
3	Fernmar Road to Andrea Crescent via Copley Park Trail	2018	5,500	Operating
4	Copley Park Upgrades – playground equipment replacement	2019	80,000	Parks Development Reserve

8.     **UNFINISHED BUSINESS**
  - (1)   **Project Updates**
    - 5-7    a)   **Copley Ridge Recreation Trail – Update**
      - Interpretive Signage
      - Construction
    - b)   **Rotary Park Mountain Bike Skills Circuit – Update**
  - (2)   **Minetown Day September 9, 2017 & September 8, 2018 – Update**
  - 8-15   (3)   **2018 – 2022 Financial Plan – Update**
    - Copies of submissions – For Information
    - Huddlestone Park Design Process – For Discussion
9.     **NEW BUSINESS**
  - 16     (1)   **Parks Booking Process – For Review**
  - 17     (2)   **Commission Member Recruitment (One) – Term Expiry – For Information**
10.    **INTRODUCTION OF LATE ITEMS**
11.    **PUBLIC CLARIFICATION/INPUT PERIOD** *(Persons recognized by the Chair to speak must first state their name and address for the record, may speak once for up to 2 minutes (unless the Committee resolves otherwise), are limited to asking clarification questions or providing comment regarding business discussed by the Committee at this meeting (excluding public hearing topics).*
12.    **MOTION TO CLOSE THE MEETING TO THE PUBLIC – Nil**
13.    **ADJOURNMENT**  
          **THAT the Commission adjourns the meeting.**

**Minutes of the District of Lantzville Parks and Recreation Commission Meeting held on Thursday, September 21, 2017 at 4:30 pm at the District Office, 2<sup>nd</sup> Floor – 7192 Lantzville Road, Lantzville, BC**

- PRESENT:**
- Members:** Dot Neary, Councillor, Chairperson  
 Julia Ohly, Member  
 Karen Proctor, Member  
 Brenda Savage, Member  
 Joy Tretick, Member
  - Absent:** Paul Manhas, Member  
 Liette Masse, Member
  - Staff:** Frank Limshue, Community Planner

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

**ADOPTION OF THE AGENDA**

MOVED and SECONDED, THAT the Commission adopts the September 21, 2017 meeting agenda.  
**CARRIED**

**PUBLIC INPUT PERIOD – Nil**

**APPROVAL OF THE MINUTES**

MOVED and SECONDED, THAT the Commission approves the June 15, 2017 meeting minutes, as presented.  
**CARRIED**

MOVED and SECONDED, THAT the Commission approves the July 25, 2017 meeting minutes, as presented.  
**CARRIED**

**BUSINESS ARISING**

**PRESENTATIONS, DELEGATIONS, PETITIONS – Nil**

**CORRESPONDENCE – Nil**

**STATUS OF COMMISSION RECOMMENDATIONS TO COUNCIL/COUNCIL MOTIONS – Nil**

**UNFINISHED BUSINESS**

**(1) Project Updates**

**a) Copley Ridge Recreation Trail – Update**

- Interpretive Signage – Staff confirmed that trail map signage has been completed and installed at trail heads, final prints of the interpretive signage for the Pileated Woodpecker and Salal expected this month (after comments/logo from Snaw-Naw-As re Traditional First Nations Uses of Salal), and drafts for Black Bear, Cougar and Oregon Grape underway. Staff noted focus will return to the public information community-wide parks/trails brochure/map (for printing and website) after the interpretive sign designs are completed, with intent of completion in 2017. The Commission suggested inviting and acknowledging the Aspengrove School students involved with preparing the interpretive signage, when the Pileated Woodpecker signs are being placed on the trail.
- Construction – Two bridges off Lorenzen planned for construction Fall 2017; may need to carry forward funding for one for completion in 2018. There was some uncertainty regarding the location of the proposed bridges; staff to clarify at next meeting.

- b) **Rotary Park Mountain Bike Skills Circuit – Update**  
 After missing the construction schedule in the Spring due to weather, drainage work was completed and the Mountain Bike Skills Circuit project was postponed until an opening in the designer/construction crew’s schedule. Work is planned as a Fall project. Hoots designer met with the Director of Public Works on site on September 13, 2017.

- (2) **Minetown Day September 9, 2017 – Update**  
 Staff reported that the event was completed under budget; a planning group meeting is scheduled for October 11, 2017; and a summary report will be brought forward to the Commission after all invoices have been received. Minetown Day planning group chair, J. Ohly provided an update, noting that overall there was a good turnout and good spirit despite the weather and competing events. There was suggestion to look at coordinating “Lantzville Got Talent” earlier. The Commission acknowledged and expressed appreciation for all the sponsors, including: Koers & Associates, Copcan Civil Ltd. and Woodlot 1475, M&J Tree Service, Keller’s Jewellers Ltd., Teresa Battle, Woodgrove Centre, Ivanhoe Cambridge, Susanne Turnbull & Guides, Progressive Waste Solutions, 4Cats Art Studio, Tiger Mountain Music Studio, Riso Foods, Blissful Day Spa, Quality Foods, Tom Whipps, Jack DeJong, and all the many volunteers, vendors and exhibitors.

**NEW BUSINESS**

- (1) **2018 – 2022 Financial Plan**  
 The Commission proceeded to review, update and confirm the Parks and Recreation Commission projects list to finalize a recommendation to Council for funding in 2018 – 2022 Financial Plan.
  - Parks and Recreation Commission 2017 & Beyond Priority Projects Worksheet – September 2017 Draft

MOVED and SECONDED, THAT the Commission recommends to Council THAT Council instructs staff to incorporate into the 2018-2022 Financial Plan, the following projects, in priority order:

Priority	Description	Year	Budget	Funding
1	Copley Ridge Recreation Trail (Woodlot)	2018	4,000	Carry Forward
2	Huddleston Park Upgrades – playground equipment replacement and addition of Toddler Facilities	2018	142,000	Parks Development Reserve
3	Fernmar Road to Andrea Crescent via Copley Park Trail	2018	5,500	Operating
4	Copley Park Upgrades – playground equipment replacement	2019	80,000	Parks Development Reserve

**CARRIED**

**LATE ITEMS DISCUSSED**

- (1) Pickball lines painted on the tennis courts – B. Savage suggested that Seaside Community Society could place a note on their sandwich board sign in front of Costin Hall.
- (2) Tennis Courts – discussed how to monitor/guage usage of the tennis courts.
- (3) Seaside Community Society has issued a public Invitation to an Open House to be held at Costin Hall, September 30, 2017 10:00 am-2:00 pm, with spaghetti dinner from 5:00 pm-9:00 pm. Tickets for dinner required – no charge.

**PUBLIC CLARIFICATION/INPUT PERIOD – Nil**

**MOTION TO CLOSE THE MEETING TO THE PUBLIC – Nil**

**ADJOURNMENT**

MOVED and SECONDED, THAT the Commission adjourns the meeting.

**CARRIED**

**MEETING ADJOURNED: 5:29 pm**

Certified Correct:

\_\_\_\_\_  
Trudy Coates, Director of Corporate Administration

Confirmed this    day of            , 2017.

\_\_\_\_\_  
Dot Neary, Councillor, Chairperson

# Copley Ridge Recreation Trail

FLORA & FAUNA

## Dull Oregon Grape

*Mahonia nervosa*



**Characteristics** Low-growing creeping evergreen shrub up to .6 metres tall. Leaves are in long clusters of 9-19 dark green, holly-like leaflets; leaf margins are slightly prickly.

**Flowers/Fruit** Small bright yellow flowers in elongated clusters at tops of stems bloom in early spring. Become dense clusters of blue berries with a dusty coating in spring and summer.

### FUN FACT!

#### Home Garden Applications

Drought-tolerant. Will do best in some shade; can tolerate full shade. Resistant to deer. Provides winter interest. May be used as a foundation planting, specimen shrub, or in a woodland setting.



DESIGNED BY ARTIST WITH  
OREGON GATE HERITAGE  
TRAIL FOUNDATION



District of Lantzville



Recreation Sites  
and Trails BC



Lantzville.ca

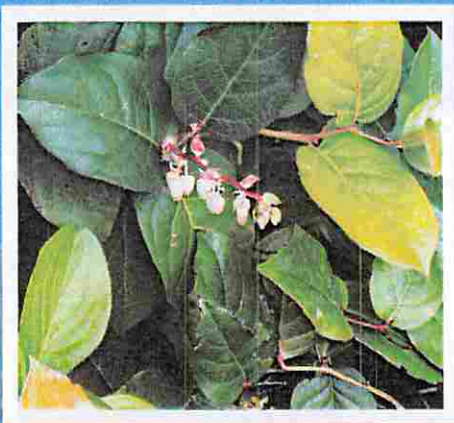
TAKE ONLY PHOTOS, LEAVE ONLY FOOTPRINTS

# Copley Ridge Recreation Trail

## FLORA & FAUNA

### Salal

*Gaultheria shallon*



**Characteristics** Sprawling to erect evergreen shrub grows to a height of 1-3 metres. Leaves are thick, leathery and shiny, pointed, egg-shaped, and 5-10 cm long. Stems often reddish in colour.

**Flowers/Fruit** Small with bell-like blooms emerge from red-tinged buds beginning in spring and bloom through summer; grow along the end of stems in showy clusters of 5-15 flowers. In later summer, fleshy flower sepals from small blue to dark purple berries covered with tiny hairs that hang in rows.

**Animal Uses** Deer and elk eat the twigs, and birds and other animals including bears eat the branches and berries. Salal cover provides shelter for small animals and is a place of rest and bedding for elk and deer.

**Traditional First Nations Uses** Salal berries were a major source of food, and the plant was used for medicinal and cultural purposes by the Coastal Salish First Nations. The branches and leaves were used to line cooking pits.

#### Home Garden Applications

Grows where almost nothing else will, in deep understorey forest groves, moist or dry soils, in full sun or deep shade. Does not transplant well, but is generally available at garden centers.

FUN FACT!



District of Lantzville



Recreation Sites and Trails BC



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# Copley Ridge Recreation Trail

## FLORA & FAUNA

### Pileated Woodpecker

*Dryocopus Pileatus*



**Description** Pileated Woodpeckers are very large – they are almost the size of a crow! They have a triangular head with a very distinct flaming-red crest and the rest of their bodies are usually black with white strips. Male Pileated Woodpeckers can be identified by a red stripe down their cheek.

**Habitat** Pileated Woodpeckers are mostly found in deciduous, coniferous or mixed forests. They can even be found in some suburban areas with large trees all across Canada and the United States.

**Food** Pileated Woodpeckers love to eat carpenter ants – some birds will have a diet of 97% carpenter ants! They eat other insects such as cockroaches and flies, and as well – blackberries and poison ivy.

**Nesting** Dead trees are a preferred nesting place. Typically, the male will do most of the excavating, leaving a unique rectangular hole. The female will lay a clutch of 3 to 5 eggs and, after the brood is raised, the woodpeckers will abandon the nest and will very rarely use it again. The abandoned nest holes offer crucial shelter to many other species.



District of Lantzville



Recreation Sites and Trails BC

### FUN FACT!

The Pileated Woodpecker's tongues are wrapped around their skull to absorb the shock from pecking the wood! Woodpeckers use their tongues as spears to eat insects and as rakes to clean out wood chips!



### WHAT TO LOOK FOR!

Watch for Woodpeckers along the Trail, and the trees that they have pecked in search of delicious bugs! They really loved this tree that they dug out and made homes in it.



Lantzville.ca

TAKE ONLY PHOTOS, LEAVE ONLY FOOTPRINTS

**DISTRICT OF LANTZVILLE**  
**FINANCIAL PLAN SPECIAL REQUEST FORM**

Item Requested            Copley Ridge Trail Construction (WoodLot) (PRC Priority)  
 Requested By            Fred Spears, Director of Public Works  
 Department              Parks, Recreation & Culture  
 Budget Type              Operating - Regular  
 Priority                      2 - Important

	2018	2019	2020	2021	2022
Total Capital Budget					
Total Operating Budget	4,000				
Funding Sources					
Surplus - General	4,000				
	4,000	-	-	-	-

Details (attach additional pages if required)

Parks & Recreation Commission Priority Project: Improve trails widely used by the community. Continue 2015/2016/2017 project to maintain and enhance the Copley Ridge Trail (aka WoodLot) as permitted in the Recreation Sites & Trails BC Partnership Agreement executed with the Province in 2015. Not funding this work would be inconsistent with the Agreement with the Province, the Grant from the Province, and District recreation plans.



**DISTRICT OF LANTZVILLE**  
**FINANCIAL PLAN SPECIAL REQUEST FORM**

Item Requested                      Parks and Trails Interpretive Signage (PRC Priority)  
 Requested By                        Fred Spears, Director of Public Works  
 Department                         Parks, Recreation & Culture  
 Budget Type                         Operating - Regular  
 Priority                                 2 - Important

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Total Capital Budget					
Total Operating Budget	3,500				
Funding Sources					
Surplus - General	1,167				
Grant	2,333				
	<b>3,500</b>	-	-	-	-

Details (attach additional pages if required)

Parks & Recreation Commission Priority Project: Improve trails widely used by the community by installing directional, trailhead and interpretive signage. Continue 2015/2016/2017 project to improve the Copley Ridge Trail (aka WoodLot) user experience by providing interpretive signage. Initiative identified in Parks, Trails and Recreation Plan and grant application to Province. Not funding this work would be inconsistent with the Grant from the Province.

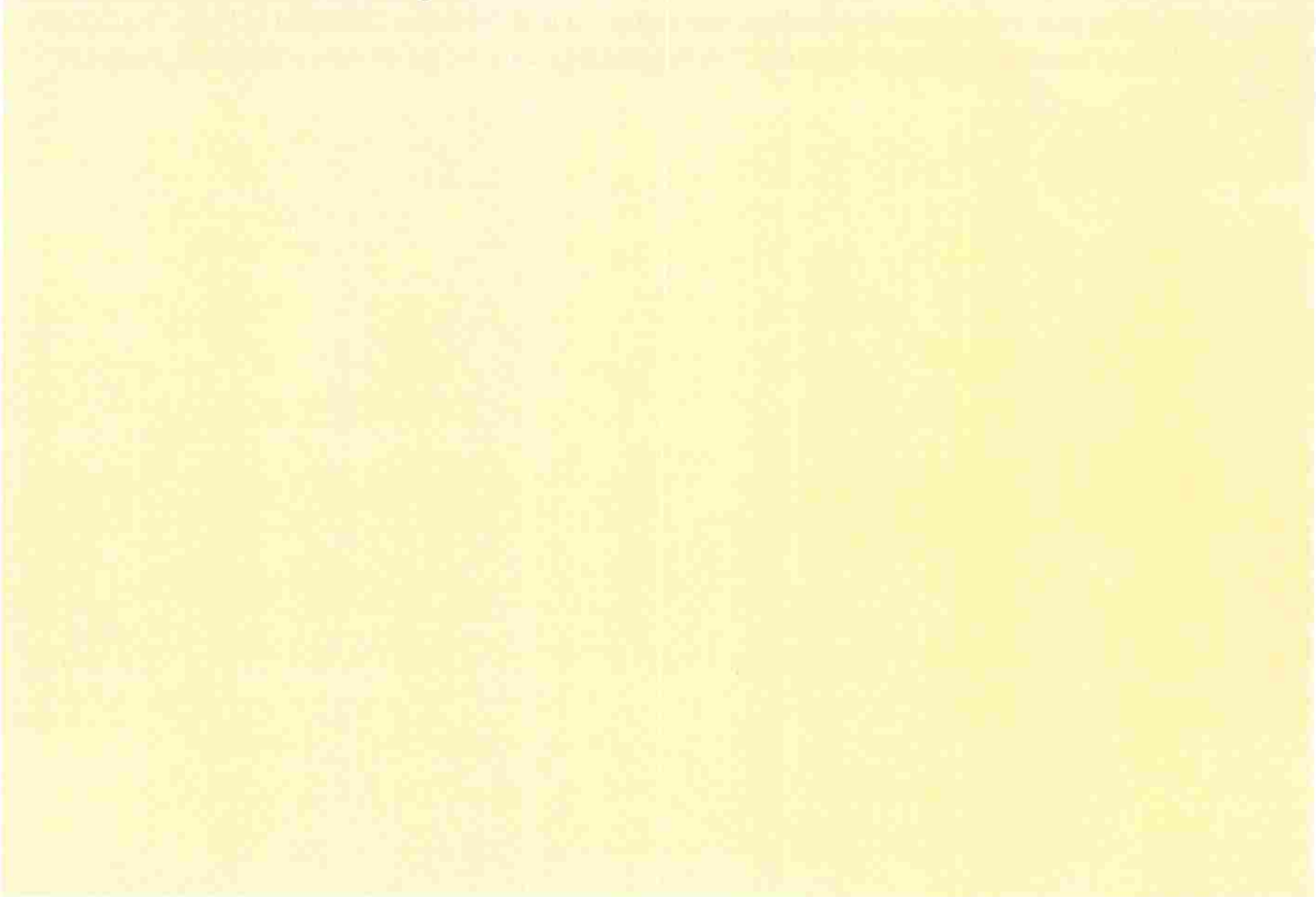
**DISTRICT OF LANTZVILLE**  
**FINANCIAL PLAN SPECIAL REQUEST FORM**

Item Requested            Copley Park Trail (Fernmar Rd. to Andrea Cres.)  
 Requested By            Fred Spears, Director of Public Works  
 Department              Parks, Recreation & Culture  
 Budget Type              Operating - Regular  
 Priority                      3 - Desirable

	2018	2019	2020	2021	2022
Total Capital Budget					
Total Operating Budget	5,500				
Funding Sources					
Surplus - General	5,500				
	5,500	-	-	-	-

Details (attach additional pages if required)

Over the past few years Public Works has been installing trails, as time permits, throughout the District as per the Parks and Recreation Commissions plans.



**DISTRICT OF LANTZVILLE**  
**FINANCIAL PLAN SPECIAL REQUEST FORM**

Item Requested            Copley Park Playground Equipment Replacement  
 Requested By            Fred Spears, Director of Public Works  
 Department              Parks, Recreation & Culture  
 Budget Type              Capital  
 Priority                      2 - Important

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Total Capital Budget		80,000			
Total Operating Budget					
Funding Sources					
Parks Development Reserve		80,000			
	-	80,000	-	-	-

Details (attach additional pages if required)

Replace aging and outdated playground equipment. Staff had the playground equipment in all of the Parks inspected by the MIA Risk Management Services and have found that the playground equipment in Copley Park is in need of replacing. The inspection found that the play structures either had to be updated to meet the most recent Playspace Specifications or replaced. Staff have looked at updating the structures only to find that parts for the aged structures are no longer available. The Parks and Recreation Commission was notified of the findings by the MIA Inspector and decided to replace the existing structure to accommodate a 5 to 12 years old child. Staff are therefore requesting funds for the replacement of the Copley Park playground equipment in 2019.

**DISTRICT OF LANTZVILLE**  
**FINANCIAL PLAN SPECIAL REQUEST FORM**

Item Requested           Huddlestone Park Playground Equipment Replacement  
 Requested By           Fred Spears, Director of Public Works  
 Department             Parks, Recreation & Culture  
 Budget Type             Capital  
 Priority                  2 - Important

	2018	2019	2020	2021	2022
Total Capital Budget	142,000				
Total Operating Budget					
Funding Sources					
Parks Development Reserve	142,000				
	142,000	-	-	-	-

Details (attach additional pages if required)

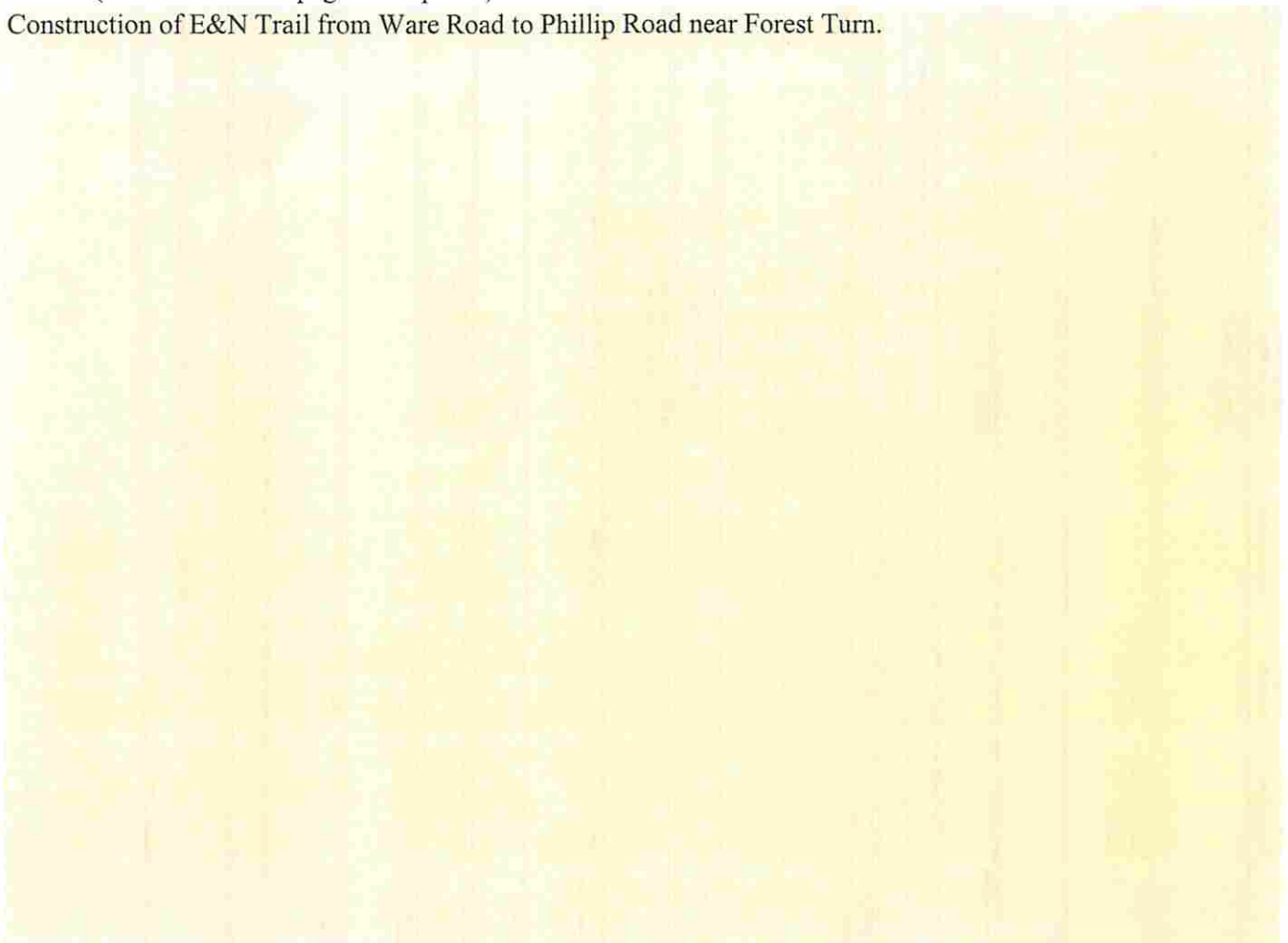
Replace aging and outdated playground equipment. Staff had the playground equipment in all of the Parks inspected by the MIA Risk Management Services and have found that the playground equipment in Huddlestone Park is in need of replacing. The inspection found that the play structures, including the helicopter, be updated to meet the most recent Playspace Specifications or replaced. Staff have looked at updating the structures only to find that, if updated, would likely only last 5 to 7 years. The Parks and Recreation Commission was notified of the findings by the MIA Inspector and decided to replace the existing structure to accommodate a 5 to 12 years old child and place a small structure to accommodate a 2 to 5 year old child. Because of this, staff are recommending the installation of a playground structure that will accommodate 2 to 5 year old child as well as the replacement of the existing structure to accommodate a 5 to 12 year old child.

**DISTRICT OF LANTZVILLE**  
**FINANCIAL PLAN SPECIAL REQUEST FORM**

Item Requested            Construction of a Portion of the E&N Trail  
 Requested By            Fred Spears, Director of Public Works  
 Department              Public Works  
 Budget Type              Capital  
 Priority                     3 - Desirable

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Total Capital Budget				500,000	500,000
Total Operating Budget					
Funding Sources					
Developer Funded				500,000	500,000
	-	-	-	500,000	500,000

Details (attach additional pages if required)  
 Construction of E&N Trail from Ware Road to Phillip Road near Forest Turn.



DISTRICT OF LANZVILLE Committees & Commissions Parks & Recreation Commission 2017 Draft

Location	Project / Description	Encroachments	Signage Required	Project Description/ Construction Works	ROW Size	Amenities	Development Costs	2017 Financial Plan (Approved in Bylaw No. 135)	2018 Financial Plan (Project No. from Nov 2010 Trails & Journeys Strategy Map A)	Comments
1 Mountain Bike Skills Park - in Rotary Park	Area of park = TBD	None	TBD	Hoops Bicycle Accessors Ltd. Concept Plan approved by Council May 9, 2016			\$42,900	06-5-46-527 Funded in Capital	\$3,000 RCH VHA Grant (expends By June 30 2017) + \$39,000 CF funded by Surplus	STATUS: (Proj. No: n/a) Works have begun; waiting for contractor to arrive to complete. Fall 2017 project opening day event to be scheduled
2 Woodlot Trail Construction - Copyie Ridge Trails	Portion on Crown Land within Woodlot License 1425 - Requires Prov Agreement	Rope bridges and trail hazards		Trail Construction Operating			\$8,000	01-5-46-908 Funded in Operating	\$4,000 CF approved Spring 2015 term ends Mar 31 2020 \$500 Prov Grant + \$7,000 CF funded by Surplus (Proj. No: n/a)	STATUS: Two bridges to be constructed off location
3 Parks Interpretive signage	Parks Interpretive signage Copyie Ridge Trail			Parks Interpretive signage Copyie Ridge Trail			\$6,000	01-5-46-908 Funded in Operating	\$6,000 = \$4,000 Prov Grant + \$2,000 CF funded by Surplus (Proj. No: n/a)	
4 Public information re: parks and trails	Develop trail map brochure for on the Districts website						\$2,818	01-5-46-908 Funded in Operating	\$2,818 = \$500 Prov Grant + \$2,318 CF funded by Surplus (Proj. No: n/a)	STATUS: In progress
<b>2017 PROJECTS FUNDED - GRAND TOTAL \$59,718</b>										
<b>PROJECTS FOR 2018 &amp; BEYOND</b>										
Huddstone Park Upgrades	See Staff Submission in 2017 - 2021 for 2018 - regular replacement of existing equipment			See Staff Submission in 2017 - 2021 for 2018 - regular replacement of existing equipment			\$50,000	06-5-46-527 Funded in 2018 Capital by Parks Development Reserve	NOTE: After 2018 Huddstone & 2018 Copyie Park development equipment upgrades, there would be \$45,000 remaining in the Parks Development Reserve	2018
Huddstone Park Playground Equipment	NEW Toddlers Facilities - Location (per implementation Plan) Huddstone Park						\$17,000		Refer to Huddstone & 2018 Copyie Park playground equipment upgrades, there would be \$45,000 remaining in the Parks Development Reserve	2018
Farmer Road (rhd) to Andrea Cras via Copyie Park	Place Fabric, Place crush, Replace Curbs, for remainder of trail to parking lot	None	None	Place Fabric, Place crush, Replace Curbs, for remainder of trail to parking lot			\$5,500			2018 (Proj. No: 15)
Former Road (rhd) to Andrea Cras	Place Fabric, Place crush, Replace Curbs, for remainder of trail to parking lot	None	None	Place Fabric, Place crush, Replace Curbs, for remainder of trail to parking lot			\$5,500			2018 (Proj. No: 15)
Copyie Park Upgrades	See Staff Submission in 2017 - 2021 for 2018 - regular replacement of existing equipment			See Staff Submission in 2017 - 2021 for 2018 - regular replacement of existing equipment			\$50,000	06-5-46-527 Funded in 2018 Capital by Parks Development Reserve	NOTE: After 2018 Huddstone & 2018 Copyie Park development equipment upgrades, there would be \$45,000 remaining in the Parks Development Reserve	2018
Swanish Ridge Normal Near Hydro Tower parking	Cleaning and Girdling, Place Fabric, Place Crush, Install parking sign	None	None	Cleaning and Girdling, Place Fabric, Place Crush, Install parking sign			\$7,200		NOTE: Trail portion previously completed. Parking area added and is outstanding until BC requirements to issue a specific licence start receive input from BC Hydro and Fords from the past trail, therefore only limited of parking spots possible. (Proj. No: n/a ) Trail	2019
Tankie Court on School Road	Replacement of Asphalt			Replacement of Asphalt			\$25,000		Current asphalt has 5-7 year life, subject to parking as part of maintenance, Commission planned to monitor use since Pchval added	?
Harwood Road to Phillip Road	Shield, Small Retaining Wall 95m x 3m = 285M2	Shield, Small Retaining Wall 95m x 3m = 285M2		Survey, Remove Encroachments, Fabric, Placement of Crush, Install Signs and Landings, Install signage x 2			\$41,5M2		NOTE: Signs would be installed in right of way when Phase 3 sewer proceeds. Costs could be absorbed by Phase III (Proj. No: 17)	2020
EAT Trail Portion from Wire Road to Phillip Road Along Railway	Length = 600 m to Phillip						\$500,000	06-5-46-527 Funded in 2020 Capital by 2/3 Grant & 1/3 Parks Development	(Portion of Proj. No. 5)	2021
EAT Trail Portion from Wire Road to Phillip Road Along Railway	Length = 1000 metres from Philip to Superior						\$500,000	06-5-46-527 Funded in 2021 Capital by 2/3 Grant & 1/3 Parks Development Reserve	(Portion of Proj. No. 5)	2022

District of Lantville - Parks and Recreation Commission  
2017 & Beyond Priority Projects Worksheet - October 2017 DRAFT

Location	Encroachments	**Trail Surface Lpht / Project Description	Signage Required	Project Description/ Construction Works	ROW Size	Amenities	Development Costs	2017 Financial Plan (Approved in By/Law No. 15)	2018 Financial Plan Submission	Comments (Project No. from Nov 2010 Trails & Journeys Strategy Map A)
Finner (west end) south to powerline 10 to 15 to 19 to 23 to 28 to 31 Gold Course Hole #11	None	26.8 x 23.5 = 630 M2 45m x 3 = 1350M2	3 Triaxial Limitation Signs and 2 Triaxial Directional Signs	Replace existing 2 Place Chain, Install Signage x 4	7,765M2	Bench	\$50,705	Developer funded in future	Developer funded in future	NOTE: Priority without seeking lot for consideration in future years. May 15 2014 report may not be appropriate location for public trail due to proximity to golf course; recommend postpone until golf course owner agrees to proceed with a development. (Proj. No: 14)
Total Costs for projects 2018 and on \$1,161,255										
<b>COMPLETED PROJECTS:</b>										
Wilson Road - Phase 1 - Survey Only - Preparatory Public Access - viewpoint House, TID	None	Replace non-standard worn playground equipment in Rotary Park	TID	Replace with playground equipment for the target age group of 2 - 5 year olds		Equipment	\$37,800	COMPLETED 2016		(Proj. No: n/a)
Wilson Road - Phase 1 - Survey Only - Preparatory Public Access - viewpoint House, TID	Fence on both sides, Preparatory Public Access, Playability House, TID	145m x 3m = 435M2	1 Triaxial Directional Sign	Start public process about Phase 2 survey, remove encroachments with benchmarks, and site survey.	1450M2	Bench	\$1,200	COMPLETED 2016 survey only		(Proj. No: n/a) No further action
Palmerston Rd (next to Weavura Rd)	Grappa, raised garden beds, Garden Shed.	52m x 3m = 156M2	1 Triaxial Directional Sign	Survey, Remove Encroachments, Cleaning and Gubbing, Placement of Fabric Placement, Crush Placement, Sign Placement, X2. Remove Encroachment	930M2	Bench	\$19,730	COMPLETED 2012		(Proj. No: n/a)
Wood Sheller, Garden Bed, Lawn Tools and Fencing	Wood Sheller, Garden Bed, Lawn Tools and Fencing	36.8m x 3m = 110.4M2	2 Triaxial Directional Signs	Survey, South Cleaning, Soil Removal, Fabric Placement, Crush Placement, Sign Placement, X2. Remove Encroachment	130m x 5.5m = 715M2	None	\$6,550	COMPLETED 2011 survey only		(Proj. No: 6)
Ware Road Connector Trail	None	Approx. 500m	2 Triaxial Directional Signs	Survey & agreement w/lot completed in 2012. Construct trail, create pedestrian crosswalk, with signage. (Note: if contracted out, add \$5,500- \$12,000 for labour)	Approx. 500m	None	\$22,440	COMPLETED 2013		(Proj. No: 2) was South end of Paterson Rd to corner Hwy 19 and Ware
Roman Rd (Open Lorenson Lane & Soulwind Dr)	Cultivated Raspberry Patch	102m x 3 = 306M2	2 Triaxial Directional Signs	Survey, Remove Encroachment, Fabric Placement, Crush Placement, Install Signage x 2	2,108M2	None	\$13,645	COMPLETED 2013		(Proj. No: 10) Listed as between Lorenson Lane & Northward)
Spewath Field (red)	None	145 x 3 = 435M2	1 Triaxial Directional Sign	Cleaning and Gubbing, Place Fabric, Place Crush, Install sign	3,630M2	None	\$3,465	COMPLETED 2013		(Proj. No: n/a)
Saxon Cross to Dickerson Rd	None	70m x 3m = 210M2	2 Triaxial Directional Signs	Clean up Garbage and Install Signage x 2	315M2	None	\$500	COMPLETED 2013		(Proj. No: 9)
North Rd	None	78m x 3 = 234M2	2 Triaxial Directional Signs - however, vehicular traffic will not be permitted	Cleaning and Gubbing, Fabric Placement, Crush Placement, Band (in metal), Signage, Install Signage x 2. DP	932M2	Bench	\$13,265	COMPLETED September 2014		(Proj. No: 17)
Highland Park (Improvements) Jack's Road - Reserve road end clean-up	Work possible completed (garbage removed, bench established) (see biologist report, no longer recommending culvert. No further action required)	Council Project - Phase 1 - Workplan (garbage & security, clean-up, install power and washroom)		Clean up road and area			\$45,000 \$1,000	COMPLETED 2015 COMPLETED 2015		(Proj. No: 1) Completed through F/W maintenance Operating Events



**DISTRICT OF LANTZVILLE  
AGREEMENT FOR PARK USE**

Lantzville Community Parks are available for small private group gatherings providing it does not conflict with other community functions that may occur in the parks at the same time. Although a group may book a park, individual members of the community are free to use our parks at any time. Donations are very much appreciated and are used to maintain our parks. The user must agree to:

1. Conduct appropriate behaviour in a public place. No alcohol may be consumed without appropriate permits.
2. Restrict noise levels, with no amplified music or public address announcements after 5:00 pm.
3. Use water in accordance with Lantzville water use regulations (between April and October).
4. Pick up garbage and take it with you.
5. Not light open fires.
6. Treat equipment and grounds with respect. Do not drive onto grassed area. Picnic tables moved; must be moved back when the gathering is finished.
7. To supply all necessary permits.
8. No dogs or pets allowed in Park.
9. **If the parking lot is not adequate for your function, cars may be parked along Lantzville Road. Please refrain from using Huddleston Road as it does not allow emergency vehicles to get through in an emergency situation.**

Please enjoy the use of the park, and thank you for ensuring that our Lantzville Community Park remains as you found it.

I, \_\_\_\_\_ FULLY UNDERSTAND AND ACCEPT THE TERMS  
OF THIS AGREEMENT DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_,

\_\_\_\_\_  
*Name of Park*

\_\_\_\_\_  
*Date of Gathering*

\_\_\_\_\_  
*Name of Group or Club*

\_\_\_\_\_  
*Purpose of Gathering*

\_\_\_\_\_  
*Authorized Signature of Group*

\_\_\_\_\_  
*Number in Group*

\_\_\_\_\_  
*Phone Number*

\_\_\_\_\_  
*Authorized Signature - District of Lantzville*





## District of Lantzville

Incorporated June 2003

### PARKS AND RECREATION COMMISSION VOLUNTEER VACANCY (ONE)

The District of Lantzville is accepting applications from individuals interested in volunteering on the Parks and Recreation Commission for a term ending December 31, 2020. The Commission meets at the District Office at 4:30 pm on the fourth Thursday of the month, except for August and December.

The seven-member Commission is responsible for making recommendations to Council on parks and recreation functions for the District of Lantzville and conducting the annual Minetown Day. The position requires energy, a willingness to undertake work outside of regular meetings, and a strong interest in the future outcome of parks and open spaces in the community, as well as a desire to contribute to the enhancement of recreation in Lantzville.

For more information, visit the District office or [www.lantzville.ca](http://www.lantzville.ca). To be considered for appointment by Council to the Parks and Recreation Commission, please submit a letter with a brief resume highlighting your related interests and experience, **no later than 4:00 pm, Tuesday, November 21, 2017** to the Director of Corporate Administration:

**By Email:**  
[trudy@lantzville.ca](mailto:trudy@lantzville.ca)

**By Fax:**  
250.390.5188

**By Delivery or Mail:**  
District of Lantzville  
PO Box 100, 7192 Lantzville Road,  
Lantzville, BC V0R 2H0

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