



Committee-of-the-Whole Meeting

Wednesday, May 8, 2024

Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC

10:00 am

Regular Agenda

Watch the meeting live at: <https://www.acrd.bc.ca/events/8-5-2024/>

Register to participate via Zoom Webinar at: https://acrd-bc-ca.zoom.us/webinar/register/WN_WI24yGLSU20Z-MFE7m13w#/registration

- | | PAGE # |
|--|---------------|
| 1. <u>CALL TO ORDER</u> | |
| Recognition of Territories. | |
| Notice to attendees and delegates that this meeting is being recorded and
livestreamed to YouTube on the Regional District Website. | |
| Introductions – Directors and Staff present in the Boardroom and via Zoom. | |
| 2. <u>APPROVAL OF AGENDA</u>
<i>(motion to approve, including late items required ALL VOTE 2/3 majority vote)</i> | |
| 3. <u>DECLARATIONS</u>
<i>(conflict of interest)</i> | |
| 4. <u>MINUTES</u> | |
| a. Committee-of-the-Whole Meeting – March 6, 2024 | 3-10 |
| <i>THAT the minutes of the Committee-of-the-Whole meeting held on March 6,
2024 be adopted.</i> | |
| 5. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u> | |
| 6. <u>CORRESPONDENCE</u> | |
| 7. <u>REQUEST FOR DECISIONS</u> | |

8. REPORTS

- | | | |
|----|--|--------------|
| a. | Parks and Trails Signage Strategy (with Staff Presentation) | 11-52 |
| b. | Parks Services 2023 Annual Report (with Staff Presentation) | 53-92 |

THAT these reports be received.

9. LATE BUSINESS

10. QUESTION PERIOD

Questions/Comments from the public:

- **Participating in Person in the Board Room**
- **Participating in the Zoom meeting**
- **Emailed to the ACRD at responses@acrd.bc.ca**

11. IN CAMERA

Motion to close the meeting to the public as per the Community Charter, section(s):

- 90 (1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district;*
- 90 (1) (c) Labour relations or other employee relations.*

12. REPORT OUT - RECOMMENDATIONS FROM IN-CAMERA

13. ADJOURN



Alberni-Clayoquot Regional District

MINUTES OF THE COMMITTEE-OF-THE-WHOLE MEETING HELD ON WEDNESDAY, MARCH 6, 2024, 1:30 PM

Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

DIRECTORS

PRESENT:

Debbie Haggard, Vice-Chair, Councillor, City of Port Alberni
Bob Beckett, Director, Electoral Area "A" (Bamfield)
Fred Boyko, Director, Electoral Area "B" (Beaufort)
Vaida Siga, Director, Electoral Area "C" (Long Beach)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Susan Roth, Director, Electoral Area "E" (Beaver Creek)
Mike Sparrow, Director, Electoral Area "F" (Cherry Creek)
Sharie Minions, Mayor, City of Port Alberni
Marilyn McEwen, Mayor, District of Ucluelet
Moriah Cootes, Councillor, Uchucklesaht Tribe Government
Kirsten Johnsen, Member of Council, Toquaht Nation
Levana Mastrangelo, Executive Legislator, Yuułuꞑiꞑath Government

REGRETS:

John Jack, Chairperson, Chief Councillor, Huu-ay-aht First Nation
Tom Stere, Councillor, District of Tofino

STAFF PRESENT:

Daniel Sailland, Chief Administrative Officer
Teri Fong, Chief Financial Officer
Mike Irg, General Manager of Planning & Development
Jenny Brunn, General Manager of Community Services
Cynthia Dick, General Manager of Administrative Services
Heather Zenner, Manager of Administrative Services
Janice Hill, Executive Assistant
Charlie Starratt, Regional Fire Services Manager
Michael McGregor, Lands and Resources Coordinator

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:

<https://www.acrd.bc.ca/events/6-3-2024/>

1. CALL TO ORDER

The Vice-Chairperson called the meeting to order at 1:34 pm.

The Vice-Chairperson recognized this meeting is being held throughout the Nuuchahnulth territories.

The Vice-Chairperson reported this meeting is being recorded and livestreamed to YouTube on the Regional District website.

Introductions - Committee Members and Staff present in the Boardroom and via Zoom.

2. APPROVAL OF AGENDA

MOVED: Director Minions

SECONDED: Director Cootes

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. MINUTES

a. Committee-of-the-Whole Meeting held February 14, 2024

MOVED: Director Minions

SECONDED: Director Boyko

THAT the minutes of the Committee-of-the-Whole Meeting held on February 14, 2024 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE

7. REQUEST FOR DECISIONS

a. Request for Decision regarding Referred PIC 01 – Capital Project Manager

MOVED: Director Boyko

SECONDED: Director Roth

THAT the Committee of the Whole direct staff to include Proposed Initiative Case (PIC) 01, Capital Project Manager, be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw, subject to grant funding, utilizing a contractor for the term of the grant.

CARRIED

b. Request for Decision regarding 2024-2028 Draft Financial Plan – General Government Service

MOVED: Director Minions

SECONDED: Director Sparrow

THAT the Committee of the Whole recommend the General Government Services proposed budget, including the Proposed Initiative Case 03 (Cyber Security), be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw.

CARRIED

MOVED: Director Minions

SECONDED: Director Boyko

THAT the Committee of the Whole recommend the General Government Services proposed budget, including the following Proposed Initiative Case 04 (Portable IT Equipment including equipment for ACRD Boardroom), be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw.

CARRIED

MOVED: Director Minions

SECONDED: Director Beckett

THAT the Committee of the Whole recommend the General Government Services proposed budget, including the following Proposed Initiative Case 07 (Transportation Committee Scope), be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw.

MOVED: Director Boyko

SECONDED: Director Roth

THAT the main motion be amended in bold as follows:

*THAT the Committee of the Whole recommend the General Government Services proposed budget, including the following Proposed Initiative Case 07 (Transportation Committee Scope), **up to a maximum of \$40,000**, be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw:*

DEFEATED

The main motion was

CARRIED

c. Request for Decision regarding 2024-2028 Draft Financial Plan – Region Wide Services

MOVED: Director Beckett

SECONDED: Director Minions

THAT the Committee of the Whole recommend the E911 Telephone System proposed budget as presented be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw.

CARRIED

*MOVED: Director Boyko
SECONDED: Director Roth*

THAT the Committee of the Whole recommend the Regional Parks proposed budget as presented be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw.

CARRIED

*MOVED: Director Boyko
SECONDED: Director Roth*

THAT the Committee of the Whole recommend the Regional Planning proposed budget as presented be included in the first reading of the 2024-2028 Alberni-Clayoquot Regional District Financial Plan bylaw.

CARRIED

d. Request for Decision regarding 2024 Grant-in-Aid Applications

GIA 21 – ADAPS Youth & Family Services

*MOVED: Director Minions
SECONDED: Director Cootes*

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in the amount of \$8,112 in 2024 to the ADAPS with the following areas participating: City of Port Alberni, Electoral Areas “B” (Beaufort), “D” (Sproat Lake), “E” (Beaver Creek) and “F” (Cherry Creek).

*MOVED: Director Roth
SECONDED: Director Boyko*

THAT the main motion be amended in bold as follows:

*THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in the amount of **\$5,000** in 2024 to the ADAPS with the following areas participating: City of Port Alberni, Electoral Areas “B” (Beaufort), “D” (Sproat Lake), “E” (Beaver Creek) and “F” (Cherry Creek).*

DEFEATED

*Directors Cootes, Roth, Boyko, Siga voted in favour of the motion.
Directors Beckett, Sparrow, Minions, Haggard, Cote, Johnsen, McEwen, Mastrangelo voted against the motion.*

The main motion was

CARRIED

*Directors Sparrow, Cootes, Beckett, Minions, Haggard, McEwen, Cote, Johnsen, Mastrangelo, Siga voted in favour of the motion.
Directors Roth and Boyko voted against the motion.*

Director Minions left the meeting at 3:20 pm.

GIA 20 – Port Alberni Community Action Team

*MOVED: Director Roth
SECONDED: Director Boyko*

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in the amount of \$2,500 in 2024 to the Port Alberni Community Action Team with the following areas participating: City of Port Alberni, Electoral Areas “B” (Beaufort), “D” (Sproat Lake), “E” (Beaver Creek) and “F” (Cherry Creek).

CARRIED

GIA 22 – PA Shelter Society

*MOVED: Director Roth
SECONDED: Director Boyko*

THAT the Committee of the Whole recommend that the ACRD Board of Directors deny a grant-in-aid in 2024 to the Port Alberni Shelter Society.

CARRIED

GIA 23 – Salvation Army – Alberni Valley

*MOVED: Director Roth
SECONDED: Director Boyko*

THAT the Committee of the Whole recommend that the ACRD Board of Directors deny a grant-in-aid in 2024 to the Salvation Army.

CARRIED

*The meeting was recessed at 3:33 pm
The meeting reconvened at 3:43 pm*

GIA 25 – Wholesome Meals on Wheels

*MOVED: Director Roth
SECONDED: Director Sparrow*

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in the amount of \$1,000 in 2024 to the Wholesome Meals on Wheels with the following areas participating: City of Port Alberni, "E" (Beaver Creek) and "F" (Cherry Creek).

CARRIED

GIA 37 – Alberni Valley Media Community Contribution Company (CCC)

*MOVED: Director Roth
SECONDED: Director Boyko*

THAT the Committee of the Whole recommend that the ACRD Board of Directors deny a grant-in-aid in 2024 to the Alberni Valley Media Community Contribution Company.

CARRIED

GIA 35 – Pacific Rim Arts Society

*MOVED: Director Roth
SECONDED: Director Boyko*

THAT the Committee of the Whole recommend that the ACRD Board of Directors deny a grant-in-aid in 2024 to the Pacific Rim Arts Society.

*MOVED: Director Siga
SECONDED: Director McEwen*

*THAT the main motion be amended in bold as follows:
THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in the amount of \$1,500 in 2024 to the Pacific Rim Arts Society with the following areas participating: all Municipalities and Electoral Areas.*

DEFEATED

The main motion was

CARRIED

GIA 42 – Tseshaht Canoe Family

*MOVED: Director Boyko
SECONDED: Director Roth*

THAT the Committee of the Whole recommend that the ACRD Board of Directors deny a grant-in-aid in 2024 to the Tseshaht Canoe Family.

CARRIED

GIA 43 – Ucluelet and Area Historical Society

MOVED: Director Boyko

SECONDED: Director Roth

THAT the Committee of the Whole recommend that the ACRD Board of Directors deny a grant-in-aid in 2024 to the Ucluelet and Area Historical Society.

MOVED: Director Siga

SECONDED: Director Roth

THAT the main motion be amended in bold as follows:

THAT the Committee of the Whole recommend that the ACRD Board of Directors award a grant-in-aid in the amount of \$2,000 to the Ucluelet and Area Historical Society with the following areas participating: District of Tofino, District of Ucluelet and Electoral Area "C" (Long Beach).

The amended motion was

CARRIED

8. REPORTS

- a. 2024-2028 Draft Financial Plan Process to Date – T. Fong, Chief Financial Officer

9. LATE BUSINESS

10. QUESTION PERIOD

Questions/Comments from the public. The Manager of Administrative Services advised there were no questions or comments respecting an agenda topic from public:

- Participating in Person in the ACRD Board Room
- Participating in the Zoom webinar
- Submissions received by email at responses@acrd.bc.ca.

11. IN-CAMERA

MOVED: Director Beckett

SECONDED: Director Cootes

THAT the meeting be closed to the public to discuss matters relating to:

- i. *90 (1) (a): personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district;*
- ii. *90 (1) (c): labour relations or other employee relations.*

CARRIED

The meeting was closed to the public at 4:14pm.

The meeting was re-opened to the public at 5:11 pm.

12. RECOMMENDATIONS FROM IN-CAMERA

13. ADJOURN

MOVED: Director Cootes

SECONDED: Director Roth

THAT this meeting be adjourned at 5:12 pm.

CARRIED

Certified Correct:

Debbie Haggard,
Vice-Chairperson

Heather Zenner,
Manager of Administrative Services



To: ACRD Committee of the Whole
From: Michael McGregor, Lands and Resources Coordinator
Meeting Date: May 8th, 2024
Subject: Parks and Trails Signage Strategy

Recommendation:

THAT the Alberni-Clayoquot Regional District Committee of the Whole receive the Parks and Trails Signage Strategy report.

Summary:

The attached Parks and Trails Strategy was completed through a partnership between the Alberni Clayoquot Regional District and City of Port Alberni. Developing this signage strategy as a partnership brings a number of advantages to both organizations. Parks and trails throughout the region share both local and visitor users; with consistent signage standards this reduces user confusion, improves wayfinding, makes parks and trails safer and improves visitor friendliness. Producing one standard together instead of two separate documents also resulted in cost savings for both organizations.

This document will work towards ensuring a park and trail user of ACRD managed parkland will be aided with clear identification and directional signage, engaging interpretive signage, as well as understandable informational and regulatory signage. This improves the user experience, improves the level of service, results in safer parks and trails, and develops better regional and community cohesion. This strategy incorporates current ACRD brand standards for use of elements like logos, colours and fonts to ensure that ACRD is accurately portrayed.

This strategy is intended as a helpful guide only. Each signage design requires unique elements to convey the appropriate information to the intended reader.

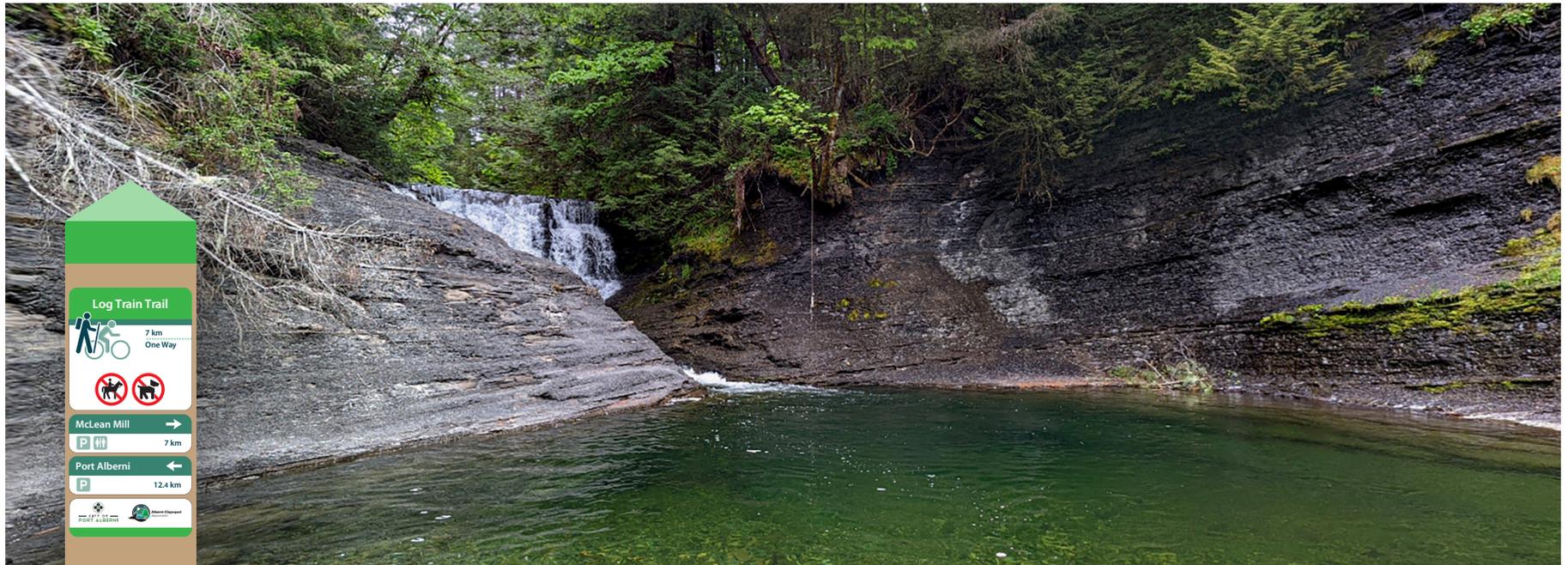
Submitted by: *Jenny Brunn*
Jenny Brunn, General Manager of Community Services

Reviewed by: *Cynthia Dick*
Cynthia Dick, General Manager of Administrative Services

Approved by: *Daniel Sailland*
Daniel Sailland, MBA, Chief Administrative Officer

PARKS AND TRAILS SIGNAGE STRATEGY

April 2024



CITY OF
PORT ALBERNI



Alberni-Clayoquot
Regional District



Existing Interpretive Sign

1.0 INTRODUCTION

About Port Alberni	6
About ACRD	7
Objectives / Goals / Partnership	8
Inclusive Signage	9
Existing Signage / Elements	10

2.0 WAYFINDING ELEMENTS

Coexisting Municipal & Regional District Brands.....	14
Placement of Branding Elements	15
The Elements	
Signage Colours	16
Typography	17
Sign Categories	18

3.0 DEVELOPING SIGNAGE

Design Process	20
Inspection and Maintenance Form	21
Why Wayfinding?	22
Why Interpretation?	23
Steps to Content Development	24
Example of interp. Sign Elements	25
Fabrication	26
Installation - Foundation	27
Accessibility & Artistic Expression ...	28
Exceptions to the "Rule"	29
Using QR Codes	30
Recreational Pictogram Index	31
Regulatory Pictogram Index	32
Warning Pictogram Index	33

4.0 SIGNAGE CATEGORIES

Park & Trail Identification	36
Major & Minor Trailhead	37
Midtrail Signage	38
Trail Etiquette Signs	39
Information	40
Interpretation	41

1.0 INTRODUCTION



Existing Trail Sign

1.0 INTRODUCTION

1.0 INTRODUCTION

About Port Alberni



City of Port Alberni

Port Alberni is located on the west coast of Vancouver Island at the end of a 48-kilometre deep sea inlet, on the banks of the Somass River estuary surrounded by rivers, lakes and mountain ranges. The Alberni Valley area has always been rich in natural resources dating back to the days when the ancestors of today's Nuu-chah-nulth people chose to establish their communities here over ten thousand years ago. Today, Port Alberni is a regional leader in major industries with a total population of 18,259.

The city owes its unique layout to its former "twin city" status, due to its two official city centres, as well as the numerous creeks and ravines that bisect the townsite. The former town of Alberni is now dubbed "North Port", and is centred at Highway 4 and Gertrude Street. It also includes the city's premier promenade, Victoria Quay, which allows residents and visitors alike to walk along the waterfront and take in breathtaking views of the Somass estuary and river.

The former town of Port Alberni (now referred to as "South Port" or "Uptown") can be found at the junction of 3rd Avenue and Argyle Street. South Port is anchored by Harbour Quay, an eclectic collection of shops, art galleries, restaurants and parks. It has several heritage offerings, including the Story Tower (currently under construction), the Maritime Discovery Centre and historic train station.

The two towns merged in 1967 to form the City of Port Alberni, three years after a tsunami swept down the Alberni Inlet and destroyed 375 homes.

The city is a haven of natural trail systems and parkland, with over 269ha of park space across four creeks and ravines that create natural barriers: Kitsuksis Creek, Roger Creek, Dry Creek and Ship Creek. The hiking trails in these creeks and ravines add tremendously to the quality of life in Port Alberni.

About Alberni-Clayoquot Regional District

The Alberni-Clayoquot Regional District (ACRD)

Established in 1966, the Alberni-Clayoquot Regional District is situated in the heart of Vancouver Island and encompasses 6,589 km². Serving a population of 30,981, the ACRD is a federation consisting of member municipalities; Port Alberni, Tofino, Ucluelet, Treaty First Nations; Huu-ay-aht First Nations, Yuułuʔiłʔatḥ Government, Uchucklesaht Tribe Government and Toquaht Nation and six electoral areas;

- A - Bamfield,
- B - Beaufort,
- C - Long Beach,
- D - Sproat Lake,
- E - Beaver Creek and
- F - Cherry Creek.

The ACRD is within the territory of 10 First Nations, being Ahousaht, Ditidaht, Hesquiaht, Hupacasath, Tla-o-qui-aht, and Tseshaht in addition to the four Treaty First Nations that are ACRD federation members.

The Alberni-Clayoquot is a striking and diverse region on west central Vancouver Island comprised of rugged mountains, expansive lakes, pristine rivers and a naturally wild coastline. The unique and scenic geography makes the Alberni-Clayoquot a highly popular destination for domestic and international visitors and provides an abundance of outdoor activities for its residents. The region is strongly associated with, and dependant on, the abundant fresh water lakes, rivers and ocean environments. The region's communities also enjoy strong connections with the rich First Nations culture and history.

Objectives / Goals / Partnership

Objectives

The objective of this Wayfinding Strategy is to provide the City of Port Alberni and the Alberni-Clayoquot Regional District with a direction to roll out consistent signage throughout the parks and trails of the region.

The scope includes:

- documentation and evaluation of existing signage
- recommendations for sign categories and hierarchies with a focus on parks and trails

Goals

The following goals were identified at the initiation of this project.

- increase visitor-friendliness
- improve orientation and visitation
- reflecting Nuu-chah-nulth culture
- raise awareness and appreciation for municipal and regional district features
- develop a look and feel to market the features of the municipality and regional district to the local and regional audience
- increase safety in parks and on the trails
- achieve cost savings in using sign development methodologies and consistent material specifications

The Signage Partnership

The ACRD and the City of Port Alberni recognised a unique opportunity for a partnership to address a mutual need of a Parks and Trails Signage Strategy. This strategy would provide standards for consistent signage throughout municipality owned parks and trails within the region.

Developing this signage strategy as a partnership brings a number of advantages to both organizations. Parks and trails throughout the region share both local and visitor users; with consistent signage standards this reduces user confusion, improves wayfinding, makes parks and trails safer and improves visitor friendliness. Producing one standard together instead of two separate documents also results in cost savings for both organizations.

This wayfinding strategy will work towards ensuring a park and trail user within both the City of Port Alberni and the ACRD will be aided with clear identification and directional signage, engaging interpretive signage, as well as understandable informational and regulatory signage. This improves the user experience, improves the level of service, results in safer parks and trails, and develops community cohesion.

Inclusive Signage

Inclusion of First Nation language, logos, art and culture

The ACRD operate within the territory of 10 First Nations, being Ahousaht, Ditidaht, Hesquiaht, Hupacasath, Tla-o-qui-aht, and Tseshaht in addition to the four Treaty First Nations that are ACRD federation members.

Creating signage on this land sends a message to the public about relationships, respect, and communication.

It is encouraged to develop an open dialog between First Nations and the ACRD especially when it comes to naming conventions and interpretive signage. The development of signage is to be done in partnership with the Nations whose territory the signage is placed.

Examples of inclusion are:

- A Territory Acknowledgment or a Territory Welcome
- The introduction of Nuu-chah-nulth script to identify animal and plant species, certain landmarks that have an association with First Nations heritage and cultural meaning
- Placenames
- Landmark and historic event identification and interpretation with special spiritual, ancestral, and cultural identity meaning through archival imagery, Nuu-chah-nulth First Nations art and craft imagery and objects

Any signage developed by the ACRD including First Nations subject matter needs to be in the context of an open dialog with representatives of the nation(s). It is advisable to develop communication protocols and commit to the review and approval of content to ensure factual correctness and the development of trust and understanding.

1.0 INTRODUCTION

Existing Signage / Elements

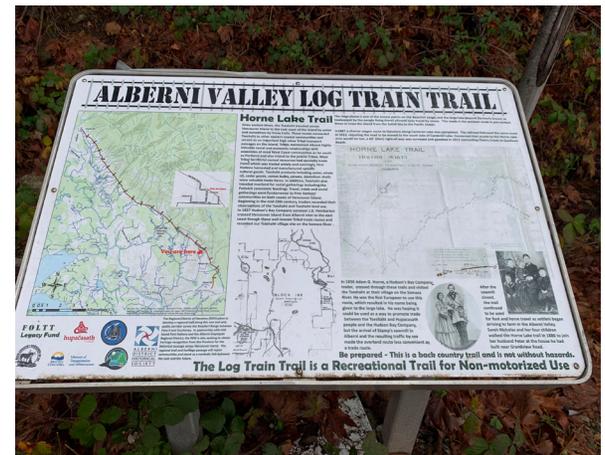


Documentation

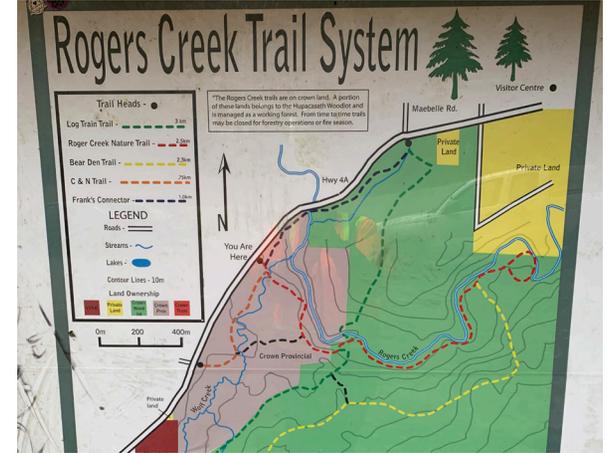
Port Alberni's parks and trails currently feature a number of disjointed signage initiatives that have been developed and installed throughout the years.

Although Port Alberni implemented its new brand on a variety of kiosks (opposite page) there is a lack of consistency promoting effective wayfinding within an overall municipal and regional district signage strategy.

Existing signage is made from a variety of materials using a variety of installation methods. These guidelines will achieve consistency. An additional benefit of this document is the streamlining of administrative and maintenance tasks.



Existing Signage / Elements



2.0 WAYFINDING ELEMENTS



Existing Directional Trail Sign

2.0 WAYFINDING ELEMENTS

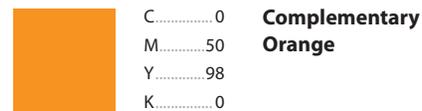
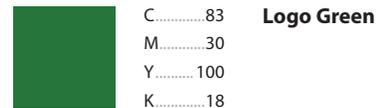
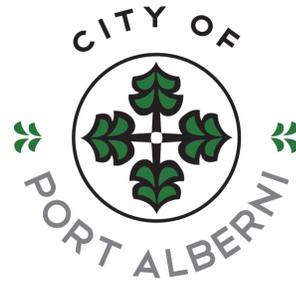
2.0 WAYFINDING ELEMENTS



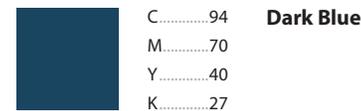
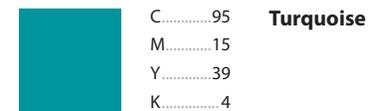
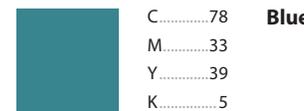
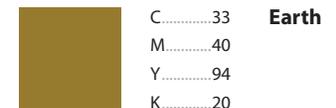
Existing Municipal and Regional District Brands

Navigating Municipal and Regional District Branding

Municipal and regional district branding coexist with equal weighting within all sign categories. Below are the current brands and brand colors.



The City of Port Alberni brand logo and house colours.



The Alberni-Clayoquot Regional District (ACRD) brand logo and primary colour palette.

Placement of Branding Elements

Reduced
Centered



Centered



Centered



2.0 WAYFINDING ELEMENTS

The Elements



Signage Colors

This set of signage branding colors derived from a combination of municipal and district brand colors can be used as primary colors throughout the signage, exhibits, printed and electronic media as well as marketing material relating to signage.



C.....75
M.....0
Y.....100
K.....0

Sign Green
Pantone 802 C



C.....78
M.....30
Y.....61
K.....10

Sign Deep Green
Pantone 7730 C



C.....95
M.....63
Y.....50
K.....38

Sign Deep Blue
Pantone 302 C



C.....32
M.....0
Y.....54
K.....0

Sign Sage Green
Pantone 358 C

The Elements

Typography

Myriad Pro Bold

Recommended use: headings, large type

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz 1234567890

Myriad Pro Roman

Recommended use: body copy

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz 1234567890

Myriad Pro Light

Recommended use: large call-out

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz 1234567890

Myriad Pro Condensed

Recommended use: captions, credits, small type

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz 1234567890

Myriad Pro Bold Condensed

Recommended use: subheadings, caption headers

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz 1234567890

3.0 DEVELOPING SIGNAGE

Sign Categories

What is the Purpose of Sign Categories?

Sign categories determine the intended purpose of specific signs within a wayfinding signage hierarchy of signs.

Identification

Sign aims to identify a building, space or environment. It provides a visitor with a name and feature. *For example: Log Train Cabin*

Information

Sign aims to provide essential information beyond identification about a building, space or environment. Such information could include the main features, recreational opportunities, hours, etiquette, etc. *For example: Hours of Operation*

Direction

Sign aims to provide navigational information using maps or directional elements. Duration of transition to a destination is an added feature that increases user-friendliness. *For example: From the current position to downtown it takes 15 minutes to walk.*

Regulation

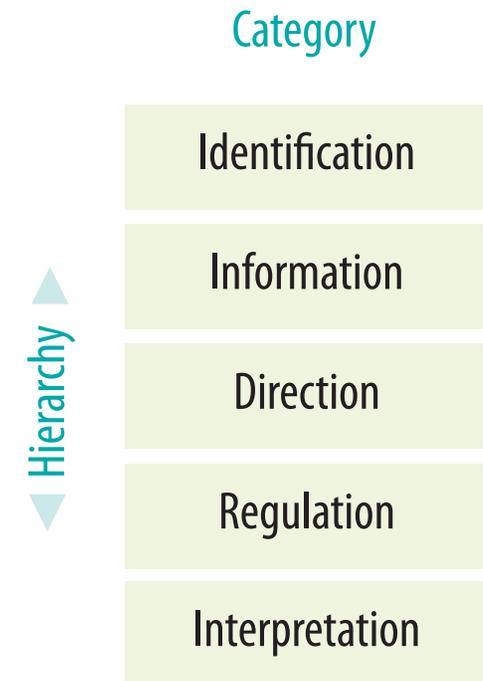
Sign aims to indicate safety considerations and boundaries for a given activity. Regulatory signs are often based on municipal bylaws. *For example: This park is open from sunrise to sunset. No fires allowed.*

Interpretation

Sign aims to tell a story about a given building, space or environment. Interpretive information is provided to increase knowledge, awareness and appreciation. Several interpretive principles can be used to effectively engage the viewer. This includes interactivity, metaphor, provocation and invitations to use the senses. *For example: Like a green ribbon, the slough connects natural and the urban landscapes. Close your eyes and listen. What do you hear?*

Note:

In some instances several categories, such as information and direction, can be incorporated into one sign. *For example: Information and Direction*



3.0 DEVELOPING SIGNAGE

Design Process

Sample Methodology for a Complex Sign Project

The following outlines a typical methodology and the roles of parties involved to replace existing and to develop new signs. It is often beneficial and more economical to replace and develop a number or series of signs to use funds efficiently.

Phase 1 – Startup

Consultant

Meet on location with project authority to discuss sign requirements and gain key information regarding content and graphics etc.; confirm all measurements of structures and signs as per guidelines

Port Alberni / District

Provide key messages, materials, existing research material

Phase 3 – Proofing

Consultant

After the signs are designed and the project authority has reviewed them, it will have time to make revisions.

Port Alberni / District

Provide comments / revisions and sign off on pedestal and sign design

Phase 5 – Fabrication

Consultant or Municipal Sign Shop

Fabrication of client-approved signs

Port Alberni / District

Give final approval of fabrication estimate and work order

Phase 2 – Concept, Layout and Design

Consultant

Communicate via phone, email on content and graphic photos that will be used. Develop one to two draft design concepts for the project authority to review.

Port Alberni / District

Choose one direction and provide comments

Phase 4 – Demolition / Preparation

Port Alberni / District

Remove existing structures (if applicable). Clear the site from tall vegetation. Prepare required steps for pouring a foundation (auger holes, haul in road crush or concrete etc)

Phase 6 – Installation

Consultant or Municipal Sign Shop

Install the structures and signs

Complete this form while inspecting (an) existing interpretive sign(s).

PROJECT WORK ORDER / NAME

Inspection Details

INSPECTOR NAME _____ DEPARTMENT _____ POSITION _____

PHONE NUMBER _____ INSPECTION DATE _____

JOB NAME AND REASON _____

GENERAL INSPECTION LOCATION (PLEASE USE STREET NAMES / LANDMARKS OR GPS COORDINATES) _____

Inspection Description

SIGN TITLE _____ SIGN NUMBER (IF AVAILABLE) _____ AGE OF SIGN (IF

AVAILABLE)

Type of sign:

Regulatory Warning Information Interpretive Custom or Temporary

DESCRIBE OVERALL SIGN CONDITION _____

CONDITION OF INTERPRETIVE LAYER _____

CONDITION OF SIGN POSTS AND BASE PLATES _____

CONDITION OF CONCRETE FOUNDATION OR ANCHORING METHOD _____

Recommendations

- No Action Required
 Cleaning and Minor Repairs
 Retrofit Information / Interpretive Layer
 Change Base / Structure
 Replace Entire Sign
 Remove Sign

PROVIDE A COST ESTIMATE TO EXECUTE ABOVE RECOMMENDATION _____

PROVIDE VENDOR CONTACT (IF AVAILABLE) _____

SIGNATURE _____ PRINT NAME _____ DATE _____

Why Wayfinding?

Why is the City of Port Alberni and the Alberni-Clayoquot Regional District developing a new wayfinding strategy for its parks and trails?

There are numerous advantages to the development of a consistent wayfinding strategy. Here are the most important benefits.

Consistency & Safety

Consistent signage is predictable and intuitive. It carries important safety messages that are crucial for all visitors. Consistency and clarity reduces the time it takes to learn the system.

Putting Tax Dollars to Work

Residents would like to know how their tax dollars are applied. Effective wayfinding is a tangible asset that residents can enjoy for many years.

Increasing Resident Awareness

Wayfinding can increase residents' awareness of their community resulting in well-used parks and increased usage of traffic corridors such as trails and greenways.

Helping Tourists to Navigate

A cohesive signage system enables visitors to navigate public spaces, parks and trails with ease and greater enjoyment. This experience increases visitor satisfaction and may lead to repeat visitation. Often it has a promotional effect as well. Visitors recommend destinations because they enjoyed the experience and would like to share it.

Putting the Municipality on the Map

A clear identity and attractive wayfinding elements are often key indicators of a community's pride and confidence. Hence the feedback is a noticeable increase in visitation and revenue.

Why Interpretation?

Definition of Interpretation

Interpretation as defined by Interpretation Canada, an association for heritage interpretation:

Any communication process designed to reveal meanings and relationships of cultural and natural heritage to the public, through first-hand involvement with an object, artifact, landscape or site.

Origin of Interpretation

Most interpretation in North America is based on, or has its roots in, Freeman Tilden's landmark 1957 book, *Interpreting Our Heritage*. In the book, Tilden defined six principles of interpretation:

- Any interpretation that does not somehow relate what is being displayed or described to something within the personality or experience of the visitor will be sterile.
- Information, as such, is not Interpretation. Interpretation is revelation based on information. But they are entirely different things. However, all interpretation includes information.
- Interpretation is an art, which combines many arts, whether the materials presented are scientific, historical, or architectural. Any art is to some degree teachable.
- The chief aim of Interpretation is not instruction, but provocation.
- Interpretation should aim to present a whole rather than a part, and must address itself to the whole person rather than any phase.
- Interpretation addressed to children (say, up to the age of 12) should not be a dilution of the presentation to adults, but should follow a fundamentally different approach. To be at its best it will require a separate program.

Types of Interpretation

- Personal: public programming, school programming. *For example, a guided walk is a form of personal interpretation.*
- Non-personal: exhibits, brochures, websites. *For example, signs for a self guided trail are a form of non-personal communication.*

Steps to Content Development

Interpretive Planning

When planning non-personal interpretation, the three components of content, design and interpretation inform each other in a constant feedback loop.

Interpretive planning has been defined as:

“a communication process that forges intellectual and emotional connections between the interests of the visitor and the meanings inherent in the resource”
(The National Association for Interpretation).

Interpretive planning includes:

- **Management:** An understanding of management requirements, needs and capabilities.
- **Markets:** An understanding of current and prospective customers and market position, (i.e. your audience)
- **Message:** A strong and appropriate story about the available resources.
- **Mechanics:** An understanding of the physical opportunities and constraints of the location.
- **Media:** An appropriate mix of methodologies to deliver the message(s) to the market(s) within the constraints of management. (From *Interpretive Planning* by Lisa Brochu)
- Out of interpretive planning, theme statements, themes, messages and objectives are defined specific to each site.

Interpretive Writing

Here are some guidelines for interpretive writing from *Interpretive Writing* by Alan Leftridge.

Effective interpretive writing:

- is relevant to the reader/visitor
- makes emotional connection with the reader/visitor
- identifies tangibles (those things the reader/visitor can see, hear, touch)
- makes intellectual connections with the reader/visitor
- provokes reader to think, feel or do something new
- connects universal concepts to the tangibles
- encourages reader/visitor to care about the object, place or person being interpreted
- connects reader's interests and subject's meaning
- addresses a complete storyline (as identified in the Interpretive Plan).

Content Development

A series of interpretive signs requires an over arching main theme that is then divided into subthemes for the individual signs.

This can include, but is not limited to, photographs, illustrations, maps, newspaper articles, media clips, documents, architectural drawings and sketches.

The range of information researched and collected is narrowed down to fit the chosen theme. Text and images are selected based on accuracy and appropriateness, space available on the sign, and quality of visuals. Photo copyrights much be indicated.

Copy is written to describe, summarize and interpret the chosen theme. Before a sign theme goes into the design phase, final copy and a close-to-final selection of visuals needs to be in place.

Example of Interpretive Sign Elements



Breakdown of Signage Elements:

Interpretive signs consist of a selection or all design elements as in the example on the left. The design goal is to make the sign as legible and user-friendly as possible to ensure that the reader is enticed to look at the sign and absorb the information given.

To achieve this, some of the methods are:

- maintain a visual consistency of branding elements between signs to make sure the reader recognizes they belong to one entity.
- create a layout that repeats design elements from sign to sign to help the reader “navigate” the layout to absorb information.
- create innovative themes and designs that are educational, unique and entertaining.
- choose themes that create connections, enhance understanding, build appreciation for a chosen subject matter.
- write copy that tells a story, is short and precise. Break apart information blocks to avoid long paragraphs
- put yourself in the reader’s mind. Test your attention span to absorb the sign content.

Fabrication

Signage most commonly consist out of three components:

The Sign Blade

(3M decal on DiBond, HPL, Alto and others) ... see right for typical materials.

The Structure

Substrate, pedestal, kiosk, mounting bracket etc. (Powder-coated steel, galvanized steel, cedar posts, pressure-treated wood, aluminum brackets and others)

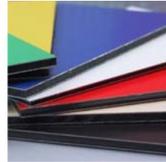
The Footing

Pedestal etc. (road crush, concrete pad or tube, rebar, Ground Plug and others)

Fabrication Requirements:

- final art of interpretive surface as high resolution digital file or vector graphic composite
- shopdrawing of structure with specified dimensions
- approved cost-estimate
- schedule and delivery commitment
- project approval by Port Alberni / ACRD

3M Decal on DiBond



DiBond is an aluminum composite material (ACM) made of two pre-painted sheets of .012" aluminum with a solid polyethylene core. DiBond is masked on both sides.

HPL



Highly durable, it comes with a 10 year warranty. It is scratch, impact and graffiti resistant. It also has a special protective coating against damaging UV rays.

At 1/2" thickness the material is self-supporting. It can be shaped and drilled very much like wood but doesn't warp, bend or split. Custom laminate panels and sheets have developed and refined into a product of incomparable and unprecedented quality.

HPL is graffiti-resistant. Surfaces can be cleaned with recommended ink solvents to remove graffiti without damaging the interpretive layer.

ALTO



Alto's process (graphics embedded in powder coat through a heat and vacuum process) permits seamless, continuous digital image transfer to flat, textured

and three-dimensional surfaces. Logos, photographic montages, line drawings, wood grain or your choice of patterns may be permanently incorporated into architectural environments. Interior and exterior murals, wall and floor graphics, table tops and bases, chairs, access ramps, metal hardware and extrusions, glass partitions and tabletops, ceramic murals and individual tiles incorporate a range of graphic applications on solid surfaces that, prior to Alto, were not achievable in a sustainable, economical manner.

Alto stands out as a breakthrough product in the field of ecologically sustainable signage innovations with its remarkable durability, powder coated surfaces emitting no VOC's, its use of recyclable base materials, water-based inks and favoring the use of paint without triglycidyl isocyanurate (TGIC).

Alto is graffiti-resistant. Surfaces can be cleaned with recommended ink solvents to remove graffiti without damaging the interpretive layer.

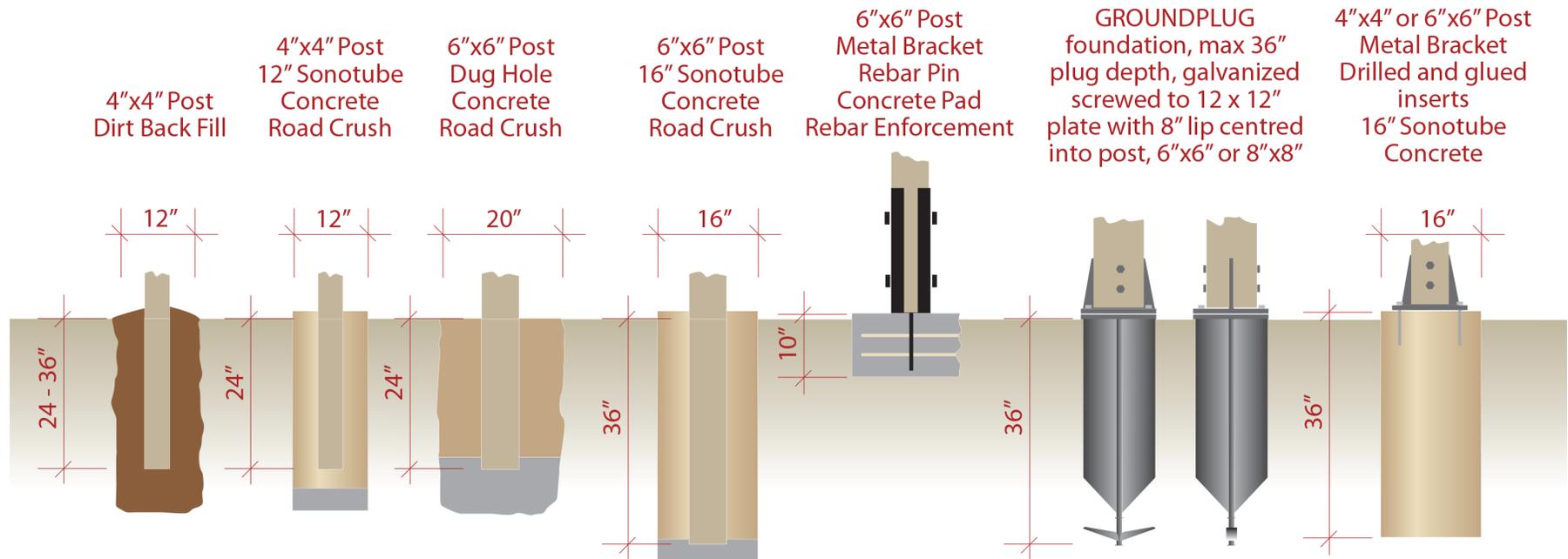
Installation – Foundation

Post and Kiosk Anchors

There are a variety of options to install signage. The choice of the anchoring method largely depends on load, wind, ground conditions and available resources. For example, a sandy river bed ground requires a different approach from a forest root-ground. Decisions should be made after a site visit and ground scoping.

Safety

Make sure the site is fenced or blocked off from visitor traffic. Dug holes should be covered and marked if not filled immediately. Ideally inform the public prior to the installation. The installation crew should wear helmets, reflective vests and steel-toe boots. Follow safety standards for construction projects.



Accessibility and Artistic Expression

Accessibility

Most parks and trails of the City of Port Alberni and the ACRD are wheelchair accessible.

We recommend the inclusion of wheelchair accessible pictograms on trailhead signage and wheelchair accessible trail indicators on general and detailed park and trail maps.

The municipality and regional district may also consider the digital publication (website) or promotion (social media) of wheelchair-access friendly trails to the general public.



Wheelchair accessibility and Wheelchair Ramp accessibility pictograms

Artistic Expression

It is encouraged to foster and include artist expression throughout the wayfinding system but especially interpretive signs. Thematically tied artwork made from a variety of recycled or natural material such as:

- recycled plastic
- drift wood
- welded recycled metal parts
- installations from recycled lumber material
- natural bolder structures
- installation made of decaying natural materials (leaves, twigs, stones, etc)

However, in that process of artistic expression environmental municipal and regional district safety standards need to be met and maintained to prevent:

- accidents due to sharp parts or parts braking
- objects that may encourage vandalism
- recycled material that may deteriorate and leak into the ground

In principle a process of application and approval needs to be established to prevent unwanted outcomes. A vetting process needs to include aspects of messaging, sustainability and maintenance responsibilities.



Exceptions to the “Rule”

Location-specific Signage

It is important to recognize that some existing signage (make and design) will co-exist with the new wayfinding strategy.

Municipal Bamfield signs (examples shown on the right) are unique in their approach and have in many instances become icons that are locally unique and celebrated.

This strategy suggests to be inclusive of such local “diversions” and allow their uniqueness to co-exist with this standard.



3.0 DEVELOPING SIGNAGE

Using QR Codes

Usage of QR Codes

QR codes are essential tools to provide online messaging that is:

- changing frequently,
- is too comprehensive to be displayed,
- is intended for a narrow audience only,
- of interpretive nature providing in-depth information such as mapping, audio, and video.

Before using signs with QR code features ensure mobile network access at the sign location.

QR codes can be generated online at no cost:

https://www.qr-code-generator.com/free-generator/?utm_source=google_c&utm_medium=cpc&utm_campaign=en_top_kw&utm_content=qr_generator_exact&utm_term=qr-code-generator_e&gclid=Cj0KCQiA0eOPBhCGARIsAFIwTs4PSeIR7UwibidZ3R2hU9zJ9HWIohxOq4nEHTQ3EYnR0Y2wcxJfsUaAvVzEALw_wcB



Recreational Pictogram Index

							
Hiking Trail 01	Bicycle Trail 02	Horse Trail 03	Share the Trail 04	Interpretive Trail 05	Stay on the Trail 06	Clean up Poop 07	Pets on Leash 08
							
Motor Bike Trail 09	Off-Road Vehicle 10	All-Terrain Trail 11	Rock Climbing 12	Swimming 13	Hunting 14	Wildlife 15	
							
Playground 16	Beach 17	Canoeing 18	Boat Launch Ramp 19	Smoking Area 20			
							
Campground 21	Group Site Camp 22	Trailer Site 23	Camp & Trailer Site 24	Campfire Site 25	Picnic Site 26	Picnic Shelter 27	
							
Parking Area 28	Information 29	Male Washroom 30	Female Washroom 31	Public Washroom 32	Wheelchair Accessible 33	Wheelchair Ramp 34	Day Use Only 35

3.0 DEVELOPING SIGNAGE

Regulatory Pictogram Index



No Smoking 01



No Trailers 02



No Campfires 03



No Picnic 04



No Swimming 05



No Hunting 06



No Pets 07



No Parking 08



No Camping 09



No Boat Launch 10



No Horse-back-Riding 11



No Motor Bikes 12



No Climbing 13



No Rock Collecting 14



No Litter 15



Do Not Enter 16



Do Not Feed Wildlife 17



No Alcohol 18



No Bicycling 19



No Off-Road Vehicles 20



No Wading 21



No All-Terrain Vehicles 22



No RVs 23

Warning Pictogram Index



Caution Stay on Trail – 01



Caution Stay on Trail – 02



Caution Stay on Trail – 03



Attention Share the Trail – 04



Caution Boat Launch at Own Risk – 05



Caution Motor Bikes – 06



Caution Off Road Vehicles – 07



Caution All Terrain Vehicles – 08



Caution Climb at Own Risk – 9



Caution Swim at Own Risk – 10



Attention No Fires – 11



Attention Clean up.. – 12



Attention Keep Pets on Leash – 13



Attention Hunters – 14



Caution Wildlife Sightings – 15

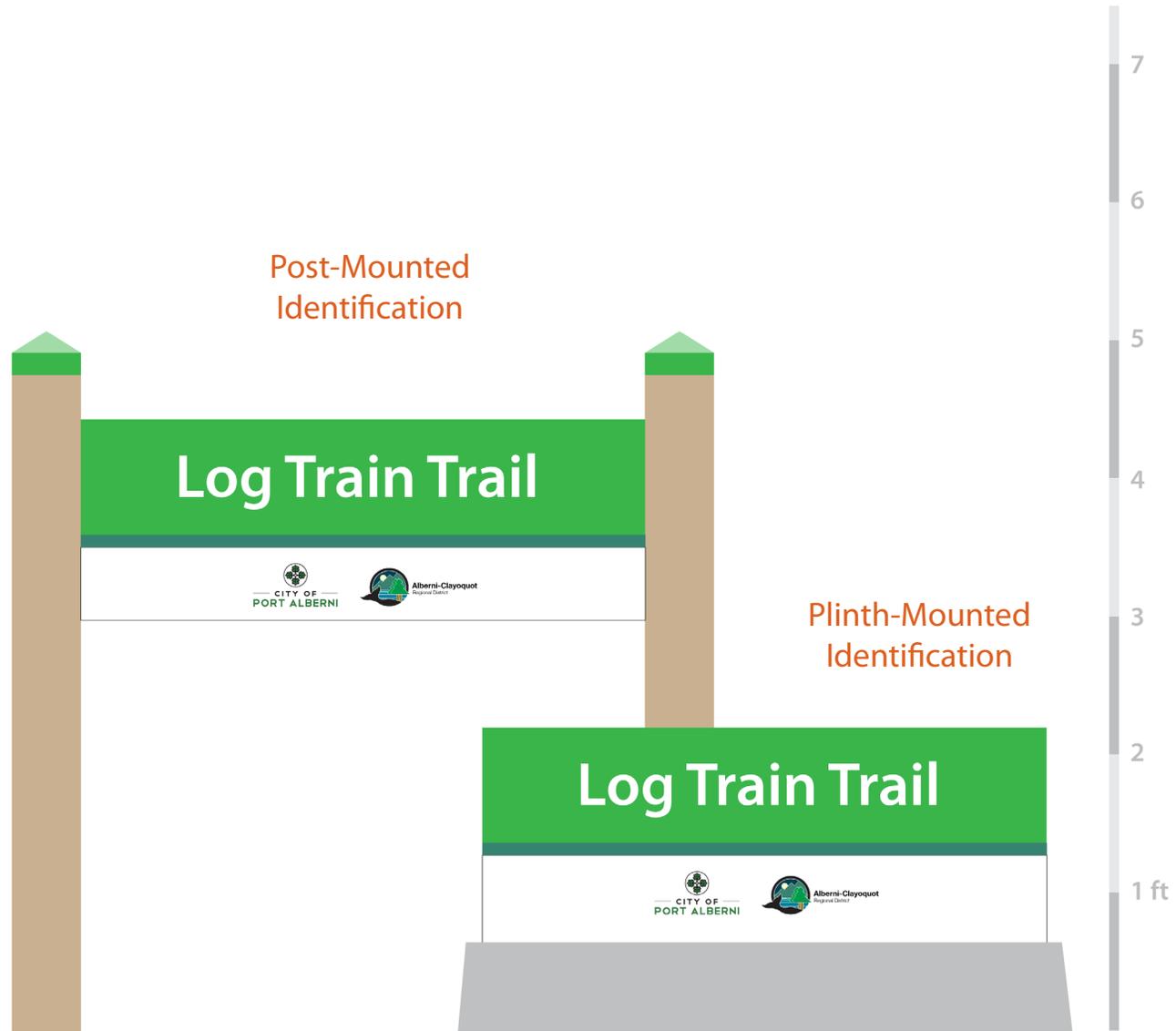
3.0 DEVELOPING SIGNAGE



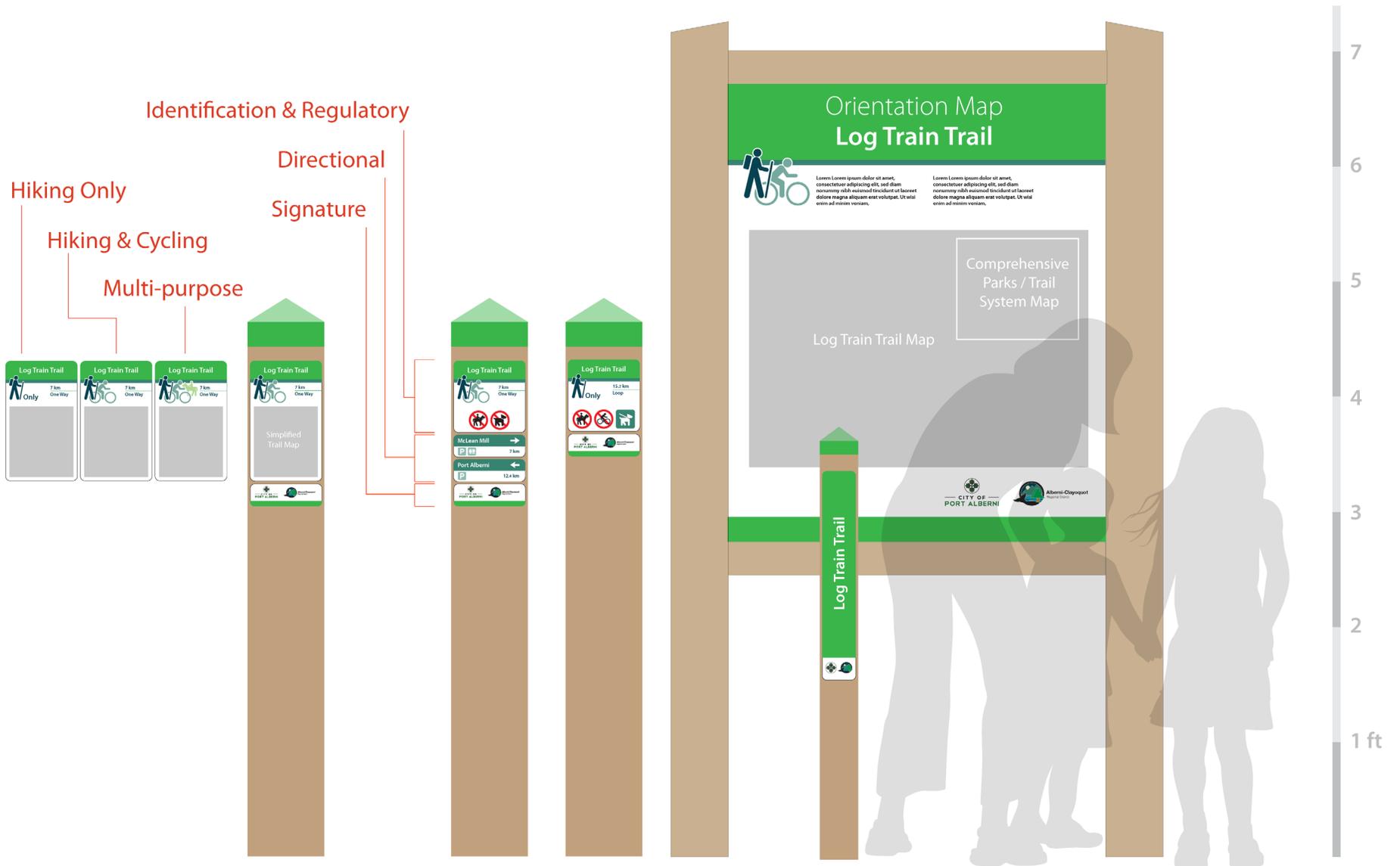
4.0 SIGNAGE CATEGORIES

4.0 SIGNAGE CATEGORIES

Park & Trail Identification



Major & Minor Trailhead



4.0 SIGNAGE CATEGORIES

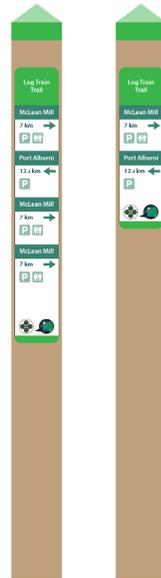
Midtrail Signage



Midtrail
Distance Marker



Midtrail
Directional Marker



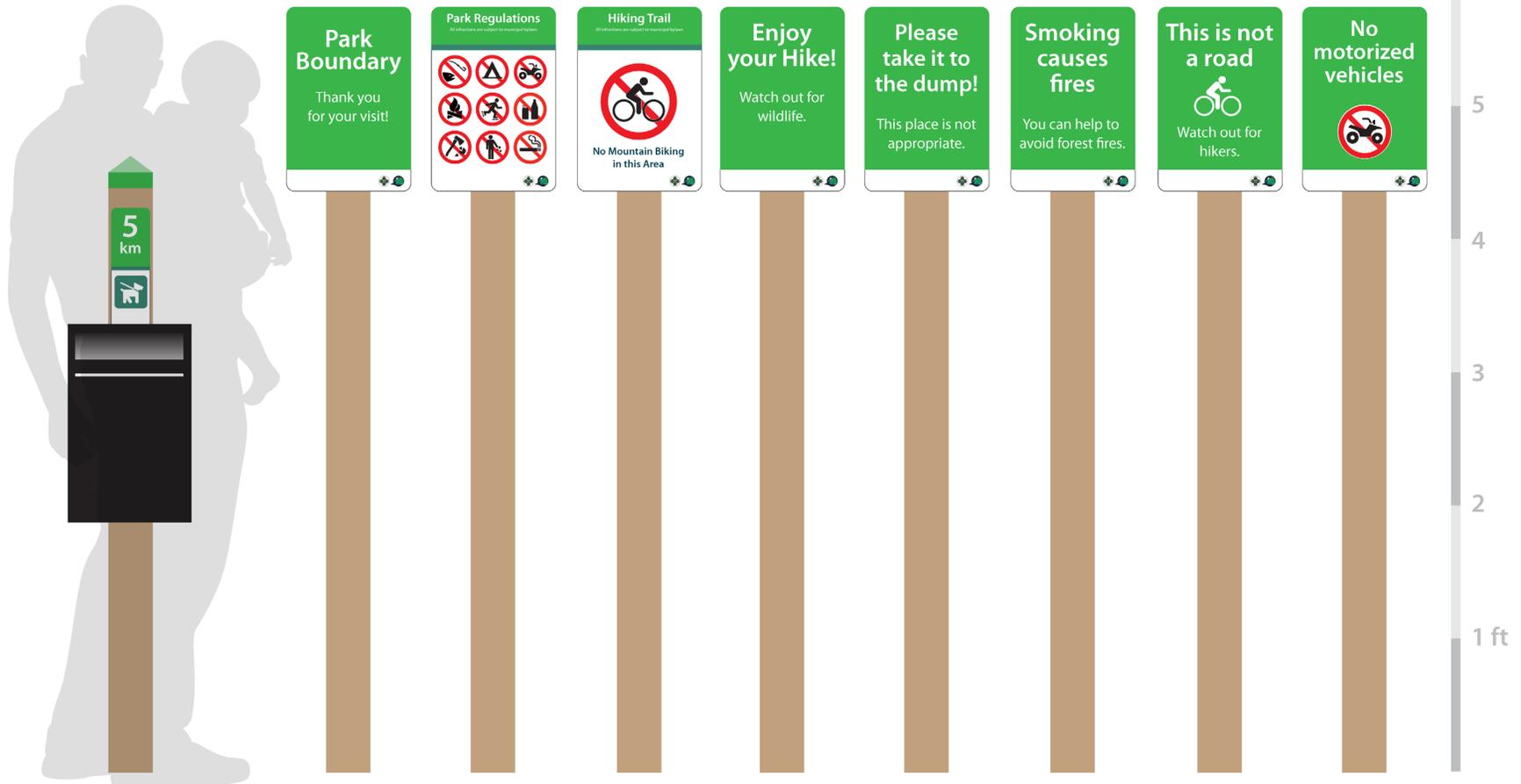
Midtrail
Identification



Trail Etiquette Signs

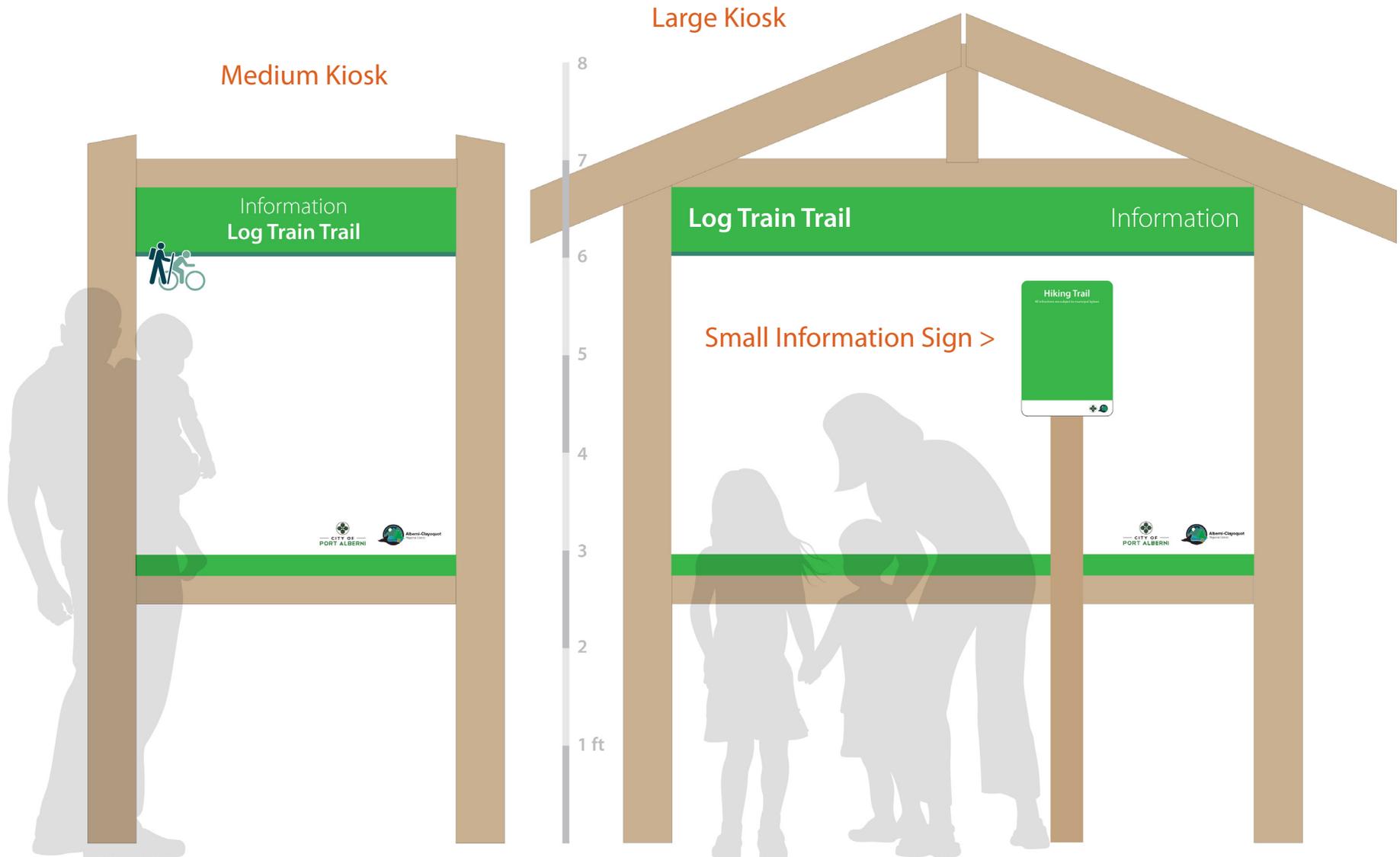
Bag Dispenser

Trail Etiquette Signs



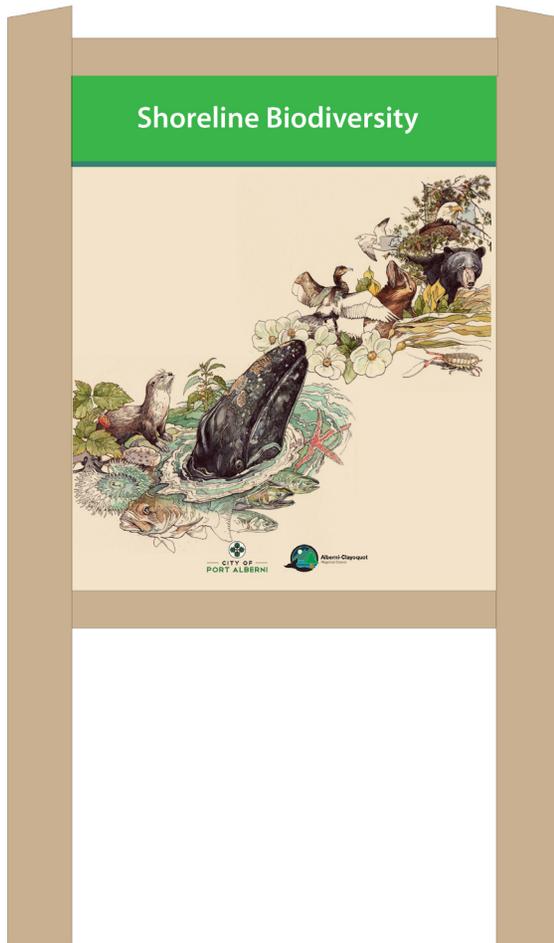
4.0 SIGNAGE CATEGORIES

Information

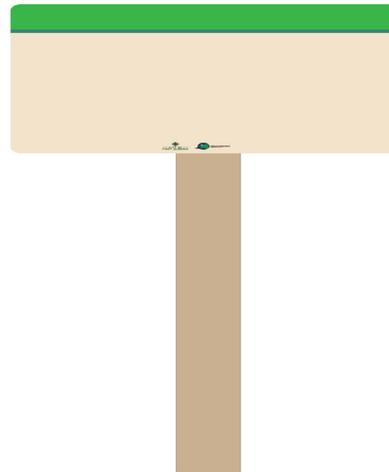


Interpretation

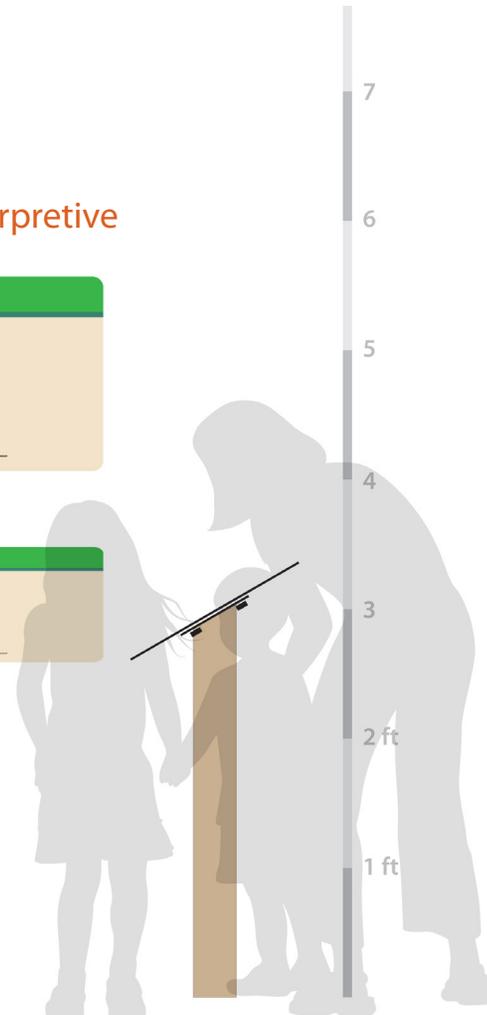
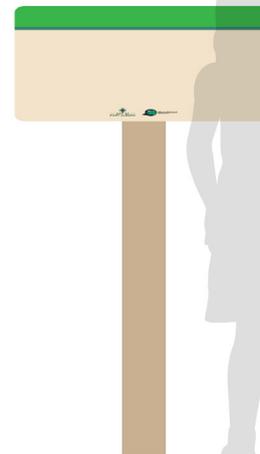
Large Interpretive



Medium Interpretive



Small Interpretive





To: ACRD Committee of the Whole
From: Michael McGregor, Lands and Resources Coordinator
Meeting Date: May 8th, 2024
Subject: Parks Services 2023 Annual Report

Recommendation:

THAT the Alberni-Clayoquot Regional District Committee of the Whole receive the ACRD Parks Services 2023 Annual Report.

Summary:

The Alberni-Clayoquot Regional District (ACRD) established its Regional Parks function in 1970 and operates five (5) Community Park services: Beaver Creek, Cherry Creek, Sproat Lake, Bamfield and Long Beach Community Parks.

This report provides an overview of the ACRD's Regional and Community Parks Services for 2023. This report builds off the 2015 Regional Parks Strategic Plan through its mission statement, establishing operational goals and measurables to ensure effective service delivery is achieved.

Submitted by: *Jenny Brunn*
Jenny Brunn, General Manager of Community Services

Reviewed by: *Cynthia Dick*
Cynthia Dick, General Manager of Administrative Services

Approved by: *Daniel Sailland*
Daniel Sailland, MBA, Chief Administrative Officer



ALBERNI-CLAYOQUOT REGIONAL DISTRICT



West Coast MUP

ACRD Park Services 2023 ANNUAL REPORT



Bamfield – Eileen Scott Centennial Park Playground

2023 Completed Projects	Ongoing and New 2024 Projects	Future or Potential Projects
Multiple Park Services		
Signage Design Guidelines	Website Enhancements	Parks Acquisition Policy
	Development of Parks Commission Procedures/Guidelines	Parks Donation and Dedication Policy/Program
	Parks Signage Improvements	Parks Regulatory Bylaws
	Public Access Working Group	Parks Formal Volunteer Program
	10 year financial asset replacement plan	First Nation Cultural and Land Recognition Portfolio
	Asset inventory Condition Assessments	
	Trails LOS/classification	
Regional Parks		
LTT Park Management Plan	Regional Parks Public Working Group	Log Train Trail network expansion
West Coast Multi-Use Pathway Construction	LTT Transition plan to multimodal	Regional Parks Allocation/Governance Review
	LTT New Lease with MOTI	LTT railway crossing improvements
	Log Train Trail updated map brochure	Franklin Bridge Construction
		Hal Creek Crossing Improvements
Bamfield Community Parks		
Grappler Wharf Tenure Expansion	E. Scott Office building roof replacement	Bamfield Parks Master Plan
West Park Revitalization	Parks Commission Recruitment	E. Scott Pavilion construction
E. Scott Playground Replacement		Grappler Wharf Upgrades/expansion
Active Transportation Plan		Smiley Rink board replacement
Beaver Creek Community Parks		
Evergreen Fencing Improvements	Evergreen Riding Ring Operations and Maintenance Agreement	Beaver Creek Kitsuksis Crown Land Trails
	Evergreen Riding Ring Operations Communication plan	Beaver Creek Parks Master Plan
		Nordstrom Park Playground
Cherry Creek Community Parks		
Willow Road parking/access project removed	Maplehurst Cherry Creek Access	Cherry Creek Kitsuksis Crown Land Trails
Cherry Creek Rd Trail vegetation management	Maplehurst Renaming	Maplehurst Park sensitive ecosystem planning
	Maplehurst updated map brochure	
Sproat Lake Community Parks		
Sports Court Erosion Repair	Sproat Lake Active Transportation Plan	Great Central Boat launch upgrades
Cougar Smith Landscaping	Tennis Court Crack Repair	Lot950 Crownland acquisition
Cougar Smith Waterline Extension	Faber Pathway Extension	Dickson Park dock access improvements
	Cougar Smith Washroom upgrades	Sproat Lake Parks Master Plan
		Cougar Smith Septic Improvements

Table of Contents

2023 in Review	6
Background and History	6
Mission Statement	6
Goals:	6
Positive Impact	7
Operations/Service Levels	10
Acquisition	12
Infrastructure	13
Community Engagement	15
Completed 2023 Projects.....	17
Projects in Progress or Beginning in 2024	18
Projects on the Horizon 2025+	20
Appendix A – Park Service Data Sheet.....	23
Appendix B – Sproat Lake Active Transportation Survey General Parks Questions	24
Appendix C – Level of Service Categories	25
Appendix D – Example of Infrared Counter Data Sheet	26



Bamfield – West Park Pavilion

2023 in Review

Some highlights of the Alberni-Clayoquot Regional District (ACRD) parks services in 2023 were the completion of the West Coast Multi Use Pathway construction, Log Train Trail Management Plan, and replacement of the playground in Eileen Scott Park. Trail counter data was collected at 12 locations on ACRD trails estimating the total traffic for these 12 counter locations at 111,063 in 2023. The ACRD and formal volunteers also constructed 2.2 km of new trail within the Long Beach Electoral Area and Bamfield communities. Throughout the region over 50 volunteers contributed an estimated 2,090 hours dedicated to park stewardship, trail maintenance, governance, and other parks initiatives.

Background and History

The ACRD established its regional parks service in 1970 and operates 5 community park services: Beaver Creek Community Parks, Cherry Creek Community Parks, Sproat Lake Community Parks, Bamfield Community Parks, and Long Beach Community Parks.

Regional Parks can have a variety of roles, but their key objectives are to meet the outdoor recreation needs of the region, while containing regionally unique environmental features, and contributing to attracting tourism as a regional destination. Community parks are designed to serve residents within their local area, providing outdoor recreation opportunities and promoting a sense of community. Regional Parks are funded by the entire Regional District and Community Parks are funded by the individual electoral areas in which they are located. The ACRD currently owns and/or operates six Regional Parks and twenty-nine Community Parks.

Advisory community park commissions exist in Electoral Areas A (Bamfield) and D (Sproat Lake), both of which have popular multi-use neighborhood parks. Sproat Lake also has a community trail system. Community Parks Commissions serve as advisory bodies to the Regional Board and the Electoral Area Directors on local community parks, trails and outdoor recreation matters within the Electoral Areas. Community Parks Commissions contribute input and advise toward the acquisition development, and care of local parks and trails.

Mission Statement

“The ACRD will work with all citizens to be good stewards of our environment and to provide safe and welcoming opportunities to play, learn, contemplate, and build community.”

Goals:

1. Positive Impact – improve quality of life, promote healthy lifestyles, contribute to the economic and environmental wellbeing of the community and region
2. Operations/Service Levels – Park and trail user experience meets the needs and expectations of the community/parkshed
3. Acquisition – Represent and protect an array of regionally significant natural and cultural areas
4. Infrastructure – Build and maintain infrastructure to ensure safety and environmental sustainability
5. Community Engagement – Engage the community to provide an opportunity for full participation to guide the development of the parks and trails, build community, volunteerism, and increase awareness.

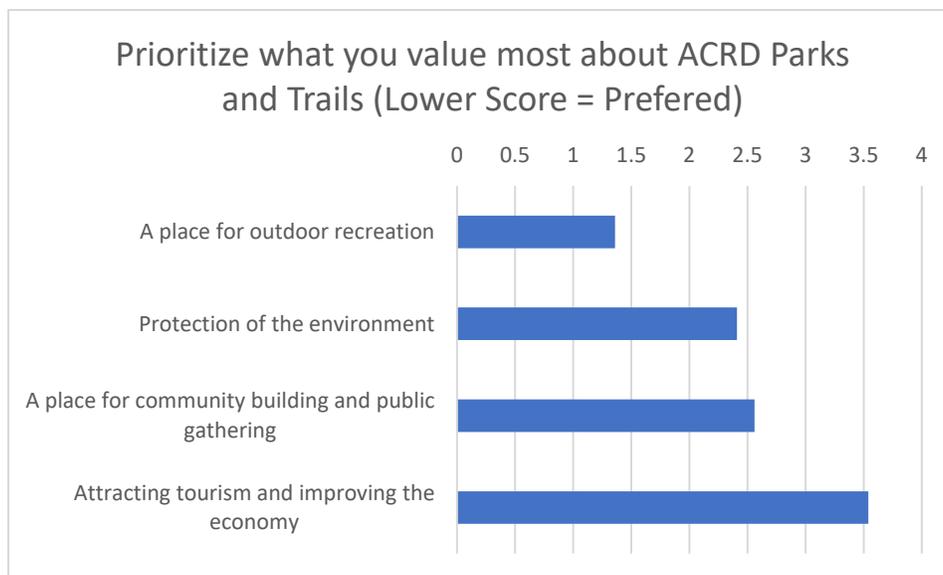
Positive Impact

Goal: Improve quality of life, promote healthy lifestyles, contribute to the economic and environmental wellbeing of the community and region

Positive Impact Measurable 1: Benefits

One job of the ACRD Parks services is to recognize, measure and promote the benefits ACRD parks bring to their communities. Within the 2023 Sproat Lake Active Transportation Plan Online Survey some general Parks Service questions were included. See Appendix B for full report.

When asked what you value most about ACRD Parks and Trails the overwhelming highest ranked answer was 'A place for outdoor recreation'. This response is consistent from the same question included in the Log Train Trail Survey done in 2022.



Although there is a lack of current relevant local data, there have been a significant number of studies and works completed that demonstrate the benefits of parks and trails which are applicable to the ACRD. This information is summarized below:

ACRD parks provide health and environmental benefits.

- Parks are the places that people go to get healthy and stay fit.
- Parks contribute to the health of children, youth, adults, and seniors.
- According to studies by the Centers for Disease Control and Prevention, creating, improving, and promoting places to be physically active can improve individual and community health and result in a 25 percent increase of residents who exercise at least three times per week.
- A study by Penn State University showed significant correlations to reductions in stress, lowered blood pressure, and perceived physical health to the length of stay in visits to parks.
- Parks and protected public lands are proven to improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, produce habitat for wildlife, and provide a place for children and families to connect with nature and recreate outdoors together.

ACRD parks provide Economic Value.

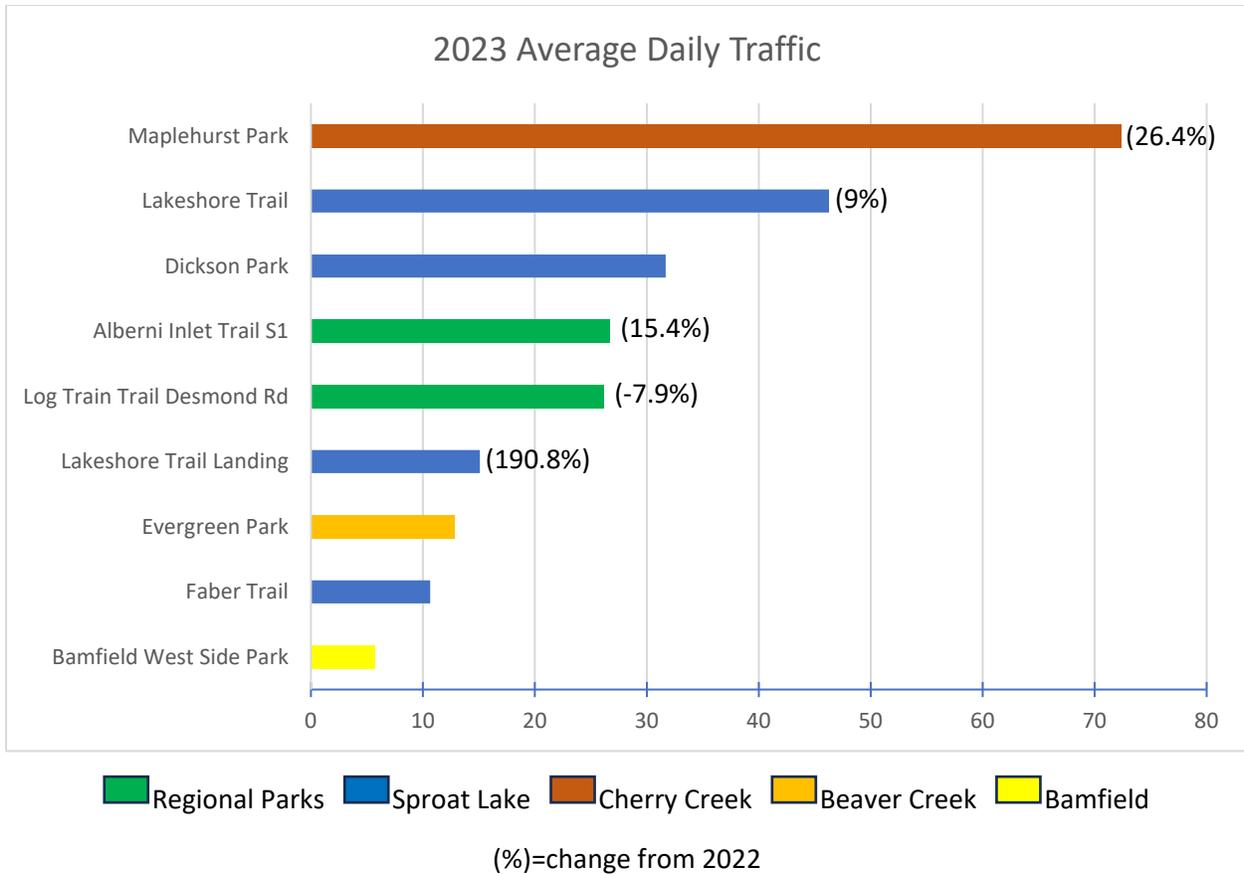
- Parks improve the local tax base and increase property values. It is proven that private property values increase the value of privately owned land the closer such land is to parks. This increase in private property value due to the proximity to parks increases property tax revenues and improves local economies.
- Quality parks and recreation are cited as one of the top three reasons that businesses cite in relocation decisions in a number of studies.
- Parks provide significant indirect revenues to local and regional economies. Economic activity from hospitality expenditures, tourism, fuel, recreational equipment sales, and many other private sector businesses is of true and sustained value to local and regional economies.

ACRD parks provide Social Importance.

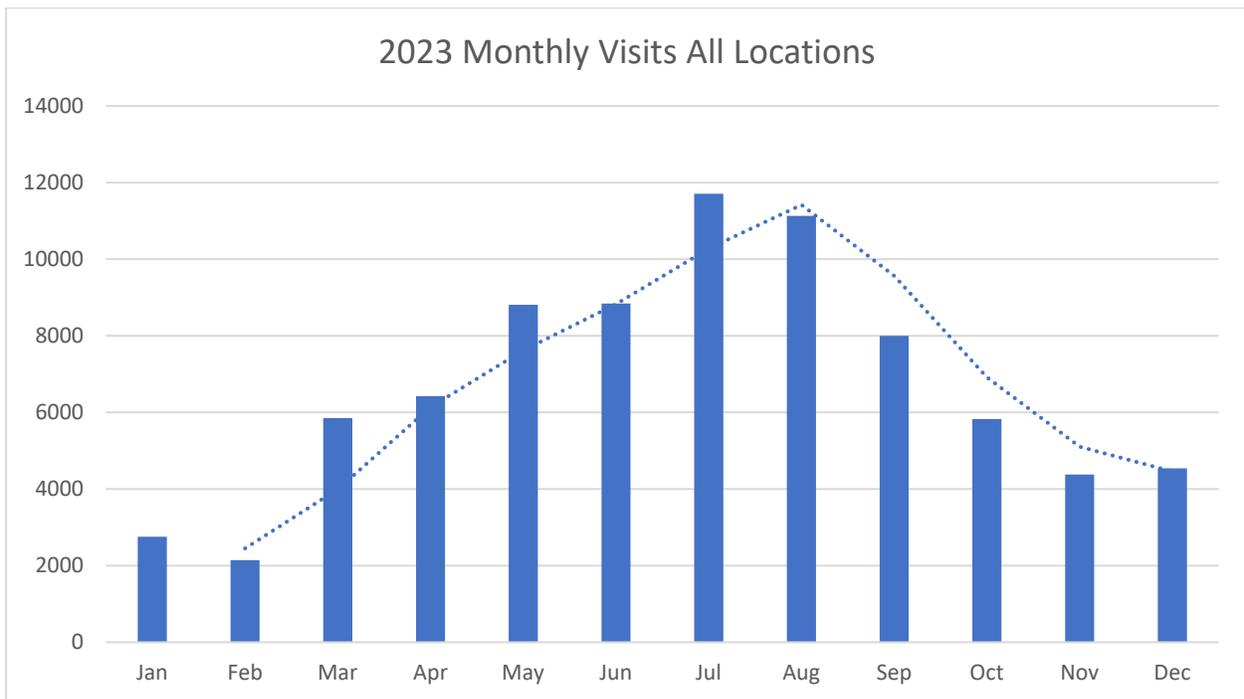
- Parks are a tangible reflection of the quality of life in a community. They provide identity for citizens and are a major factor in the perception of quality of life. Parks and recreation services are often cited as one of the most important factors in surveys of how livable communities are.
- Parks provide gathering places for families and social groups, as well as for individuals of all ages and economic status, regardless of their ability to pay for access.
- Parks and recreation programs provide places for health and well-being that are accessible by persons of all ages and abilities, especially to those with disabilities.
- Access to parks and recreation opportunities have been strongly linked to reductions in crime and to reduced juvenile delinquency.
- Parks provide a sense of public pride and cohesion to the community.

Positive Impact Measurable 2: Park and Trail use trends

In 2022 The ACRD started using 2 types of trail counters. 2023 was the first full year of data collection. The first and most common is an Infrared Trail counter which counts people, walkers, hikers, joggers, horseback riders, cyclists etc. It senses and detects the infrared wavelength that people emit as they pass the counter. The second is an Off Highway Vehicle (OHV) counter which counts vehicles such as ATVs, quads, motorcycles, 4x4s, etc. This counter utilizes a magnetometer to detect when one of these vehicles passes. These counters are a good tool to better understand park use and visitation trends, but the data should only be utilized as an indicator as it may not represent 100% accurate verified counts. The graph below shows average daily traffic from infrared counters at specific locations where trail counters were set up in 2023.



The trail counter data is valuable to see seasonal trends as shown below



An example of further detailed trail counter information is attached as Appendix D for Alberni Inlet Trail.

Positive Impact Measurable 2: Number of non-community members traveling to use parks and trails

The Alberni-Clayoquot region holds unique and scenic geography which makes it a highly popular destination for domestic and international visitors and has the potential for an abundance of outdoor activities for residents and tourists alike. As a regional government, park services utilize our spectacular landscape to enhance quality of life, promote the region as a desirable location for business, and be environmental stewards of our natural environment and resources. Parks play a vital role in the social, economic, and physical wellbeing of ACRD residents and its communities.

Operations/Service Levels

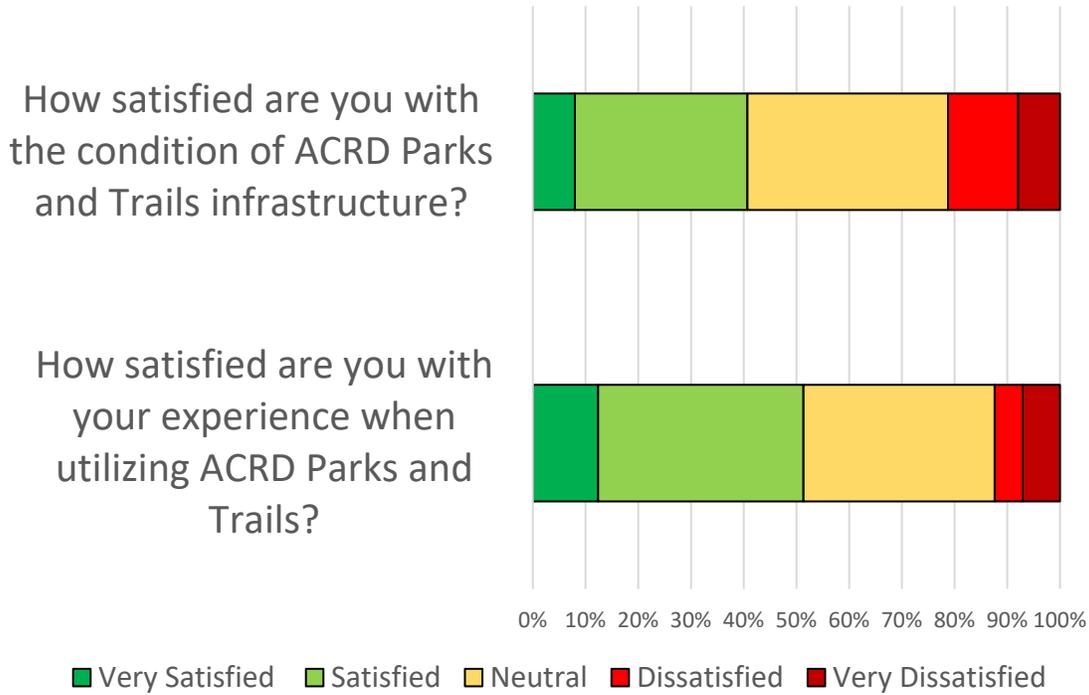
Goal: Park and trail user experience meets the needs and expectations of the community/parkshed

Operations/Service Levels Measurable 1: User Satisfaction Score

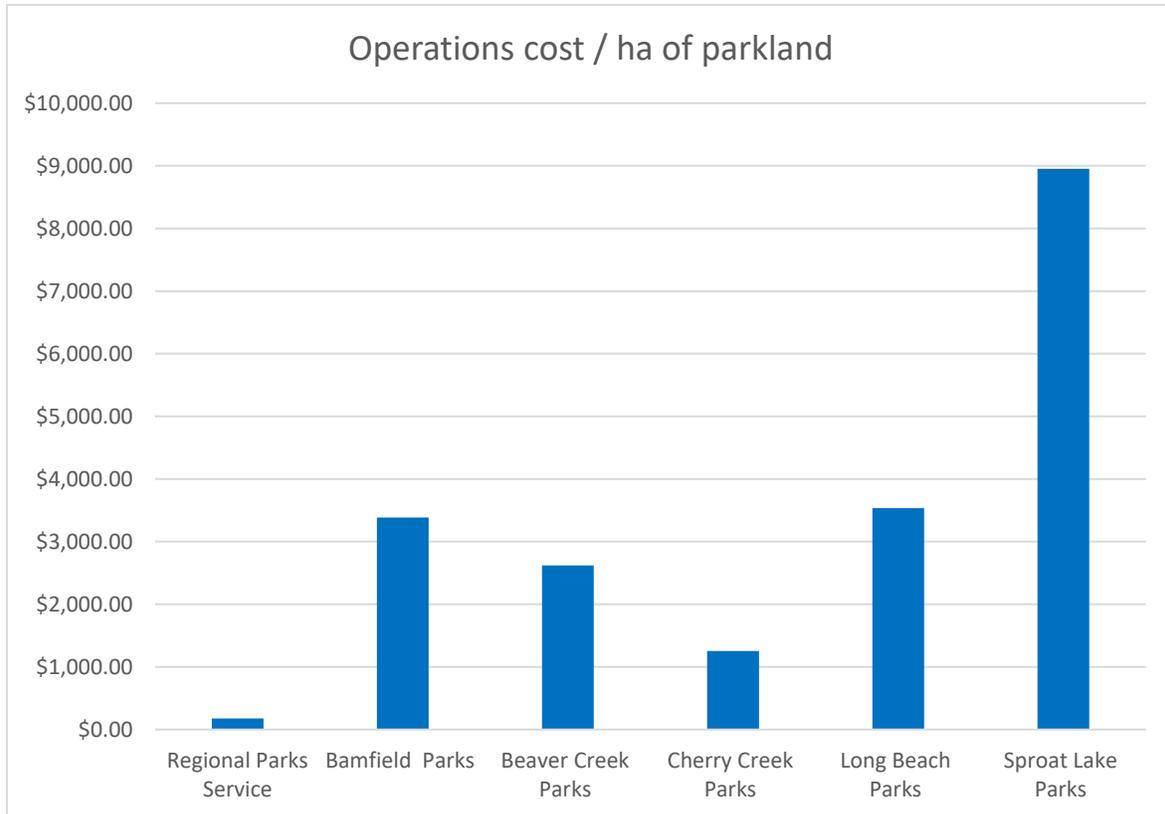
User Satisfaction is strongly related to a user’s expectations for what experience they will have at a given park or trail. To meet customer expectations and achieve sustainable service delivery, the ACRD Board approved specific Level of Service (LOS) Categories for each park and trail in 2021. Level of Service were established based on the ACRD policy objectives, community expectations, legislative requirements, and resource constraints. They ranged from Level 1: which is the highest level of service for high profile parks with intensive public use; to Level 4: which is no routine maintenance for inactive parkland parcels. The LOS Categories are detailed in Appendix C. Through the Log Train Trail Management Plan development, it was found that the existing levels of service did not translate well when applied to a linear trail corridor and instead worked better when applied to a parkland parcel. In 2024 updated levels of service as well as parkland and trails classifications are to be developed and brought to the board for review.

Level Of Service	Parks
Level 1	West Coast Multi Use Pathway
Level 2	China Creek Regional Park, Salmon Beach Public Square, Eileen Scott Park, West Park, Cougar Smith Park, Faber Park, Faber Road Trail, Lakeshore Road Trail, Cherry Creek Pathway, Nordstrom Park
Level 3	Alberni Inlet Trail, Log Train Trail, Mount Arrowsmith Regional Park, Eagle Bay, West Coast Magic Park, Boat Launch Great Central Lake, Maplehurst Park and Trails
Level 4	Willowbrae Park, South Bamfield Park, Hatchery Park, Sander Park, Bishop Park, Klitsa Park, Highland Park, Karen Place Plark, Chase Park

The two graphs below shows the response to two questions from the general parks questions gathered during the Sproat Lake Active Transportation Plan Survey. The results are similar to 2022 with a greater percentage applied to neutral and fewer very satisfied.



Operations/Service Levels Measurable 2: Cost per km/m² for maintenance/operations.



The above graph illustrates operations cost per hectare of parkland. Many variables contribute to determine this, but the most significant variable is level of service. For example, the Cherry Creek Parks service is comprised of mostly Maplehurst Park which holds a large area of natural forest with little to no infrastructure and requires a low level of service as the trails have been maintained by volunteers. Whereas the Sproat Lake Parks service is mostly comprised of developed parkland (Cougar Smith, Faber, Lakeshore and Faber Trails) which consist of many built assets, has a higher level of service and requires contracted maintenance for its operations.

Staff at nearby or similar sized Regional Districts were asked to provide data to compare common tracking stats. The Strathcona Regional District replied and provided their information in the attached sheet located in Appendix A. Their three community parks services provide a good comparable for hectares of parkland, km of trails, and requisition levels.

For more in depth information please see Appendix A – Park Service Data Sheet

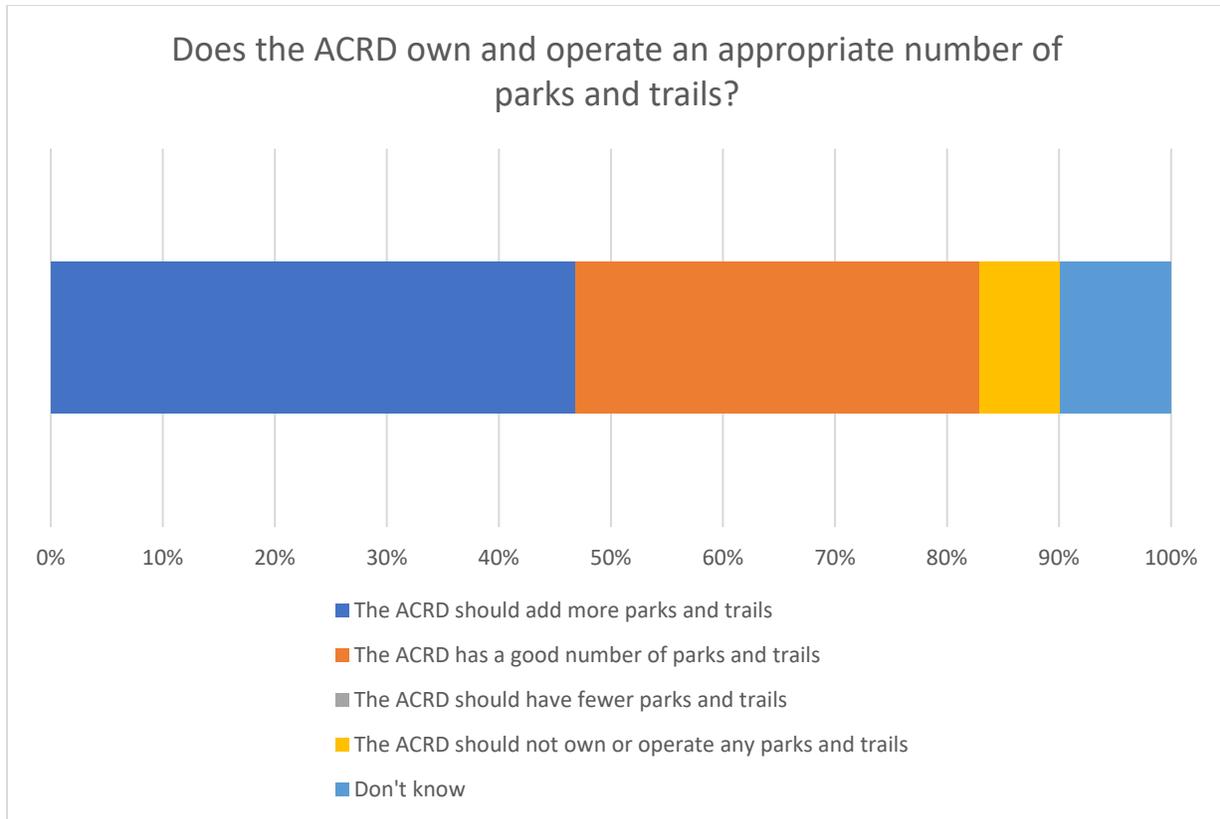
Staff polled current volunteers from the Bamfield Parks Commission, Sproat Lake Parks Commission, Alberni Valley Outdoor Club, and the Backcountry Horsemen – Alberni Chapter. These organizations were asked to provide a brief description of volunteer contributions within ACRD Parks as well as estimated total volunteer hours, donated materials, equipment hours and supplies. Through these discussions it was estimated that 2,090 hours of volunteer labour by over 50 volunteers was dedicated to the operations and maintenance of parks and trails owned or operated by the ACRD in 2023. It is a challenge to place a dollar value and account for the true benefits the ACRD parks services and its communities receive from volunteers.

Acquisition

Goal: Represent and protect an array of regionally significant natural and cultural areas

Acquisition Measurable 1: acquisition of new regional or culturally significant park land.

There were 0 hectares of parkland acquired in 2023. The addition of parkland under an ACRD parks service must demonstrate that it benefits the community or region in helping to achieve economic, social, and environmental goals. When the opportunity to acquire parkland occurs, the following should be considered: existing parkland inventory, natural features and public open space in addition to local preferences for parkland, impacts on taxes, impacts on sustainability, and impacts on developable land. The ACRD requires parkland dedication through the subdivision process where it meets stated parkland planning objectives/goals for the area and only considers cash in lieu of parkland where the provision of land for a park is not ideal.



The above graph shows the response from the general parks questions gathered during the Sproat Lake Active Transportation Plan Survey. The results are very similar to the same question asked in 2022. The development of an ACRD Parkland acquisition policy is needed to consistently achieve the above mentioned goal and better guide organizational strategic parkland acquisitions in the future.

Infrastructure

Goal: Build and maintain infrastructure to ensure safety and environmental sustainability

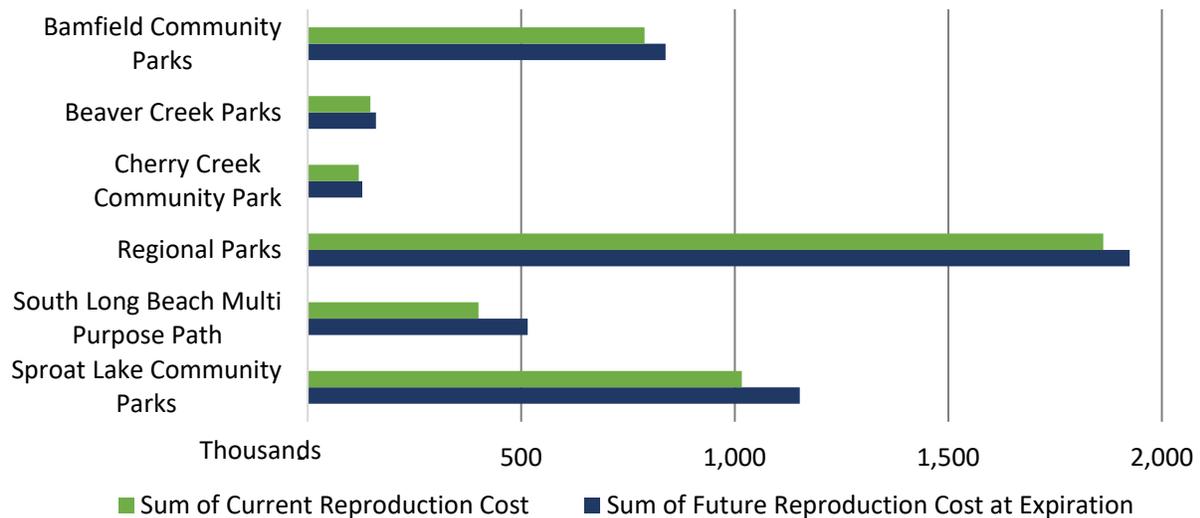
Infrastructure Measurable 1: Infrastructure meets adopted standards

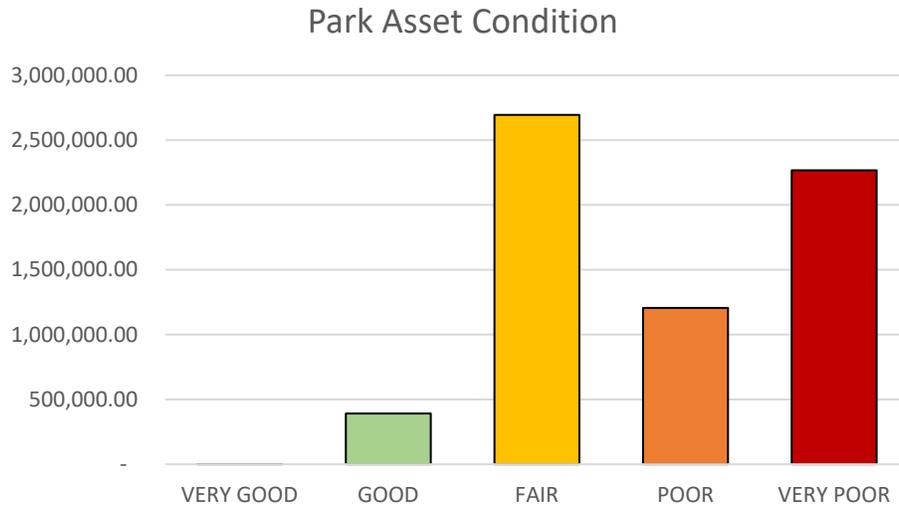
Service Name	2021 Census pop	Asset Replacement Value	Asset Replacement Value/Person	# of Parks in Service	Park Area	Ha/1,000 People	Trails and Pathways
Regional Parks Service	33,521	\$1,924,508	\$57.41	6	613.14 Ha	18.29	53.29 km
Bamfield Community Parks	256	\$838,129	\$3,273.94	6	8.66 Ha	33.83	0.35 km

Beaver Creek Community Parks	2,946	\$159,717	\$54.21	7	12.13 Ha	4.12	1.83 km
Cherry Creek Community Parks	1,977	\$127,967	\$64.73	2	14.97 Ha	7.57	2.36 km
Long Beach Community Parks	875	\$515,209	\$588.81	2	1.98 Ha	2.26	3.15 km
Sproat Lake Community Parks	1,843	\$1,152,328	\$625.25	11	10.7 Ha	5.81	6.66 km
Total		\$4,054,860		35	661.58 Ha		67.64 km

In September of 2021 the ACRD Board adopted the Parks Asset Management Plan (AMP). The purpose of the AMP was to better guide the Board, management and staff in decision-making, sustainable service delivery, and proactivity versus reactivity.

Prior to the AMP’s creation, an Asset Registry was created in which component valuations, approximate expiration dates, and condition assessments were used to calculate required annual financial contributions from requisition and parcel tax in order to maintain desired levels of service. Maintaining and updating of this asset registry will be informed by pursuing updated condition assessments, and improving asset data collection standards and practices. In 2024, the Parks asset inventory and bridge assessment project will have a significant impact on accuracy of the asset registry and improvement of the parks asset management program.





Parks infrastructure has a total future reproduction value of \$4,334,870. This does not include a contingency for construction, engineering, financial, legal or administration costs. Subject to inflation, the estimated future replacement costs are \$4,717,589 for current infrastructure at the end of the components estimated service life.

Infrastructure Measurable 3: Safety Incidents

The ACRD received 5 complaints and 2 reports of an incident within the parks services in 2023. It is believed that there is underreporting from the public regarding this statistic. Staff hope to focus efforts to improve signage and communications to encourage public feedback as well as report any observed concerns or incidents within ACRD parks.

As per the Park and Playground Inspection and Maintenance Policy.

- All 5 ACRD playgrounds received comprehensive inspections twice during the 2023 calendar year.
- Staff conducting Playground inspections are certified through the British Columbia Recreation and Parks Association.
- All ACRD Parks general infrastructure is inspected by staff conducting routine maintenance and repairs and does not follow a set schedule.

Community Engagement

Goal: Engage the community to provide an opportunity for full participation to guide the development of the parks and trails, build connection and volunteerism, and increase awareness.

The ACRD Parks Services have been built and continue to thrive due to dedicated local community volunteers who value their local parks and trails. The continued development and growth of ACRD Parks requires thoughtful input and advice regarding acquisition, development and care of local parks and

trails from local users, neighbors, and the community as a whole. ACRD parks services are a space where local residents have a say and can be involved in building the local parks and trails that best serve their community.

Community Engagement Measurable 1: Volunteers

Parks Commissions

The ACRD has two community parks commissions one in Bamfield and one in Sproat Lake. These commissions provide advice and contribute volunteer organization and hours towards the following parks matters pertaining to their specific Electoral Area community parks functions:

- Annual Parks Budget
- Park and Trail Development
- Park Amenities
- Parkland Acquisition Opportunities
- Park Volunteer Engagement and Direction
- Community Park Events
- Being aware of and representing the views of the community
- Responding to matters in partnership with ACRD staff

Parks Commissions provide a formal structure and processes for the community to participate and provide input into their community parks services. Establishing formal procedures and structure for ACRD Parks Commissions will ensure these commissions are effective, and volunteer hours are being used efficiently.

The ACRD Board of Directors has directed staff to create a Regional Parks working group in 2024 consisting of interested members of the public and will provide the above function with a focus on Regional Parks.

If dedicated volunteers are available, the Park Commission model can be created for other Community Parks services where a parks commission is absent (Beaver Creek, Cherry Creek, West Coast).

Other Local Community Groups/Volunteers

A substantial portion of volunteer hours spent within ACRD parks and trails are done by local community groups whose focus extends beyond just ACRD Parks. These groups include the Backcountry Horsemen Society, the Alberni Outdoor Club, Bamfield Community Affairs, and the Alpine Club of Canada plus many other informal community groups. These groups, under their own initiatives, have taken on activities to enhance or maintain certain aspects of ACRD Parks. Supporting these groups in their activities and formalizing a relationship with the ACRD ensures that these activities are meeting the needed established standards required of a local government, as well as establishing processes for the consideration of proposed initiatives and projects.

Community Engagement Measurable 2: Public Participation in Engagement Activities

There are many avenues of community engagement for ACRD parks such as parks commissions, other local community groups, open houses, or tools such as letsconnectacrd.ca, surveys and social media.

Park Management Plans

The process of creating Park Management Plans relies on meaningful public engagement to guide the long-term vision and management priorities for specific parks. This process utilizes tools such as

letsconnectacrd.ca, open houses, surveys, stakeholder interviews etc. in an effort to receive a full understanding of the broad communities wishes, concerns, preferences, and ideas. ACRD Parks have identified 5 prioritized parks and park services to develop management plans for over the next 4 years.

Throughout 2023, the ACRD engaged the public and community partners in the park management planning process for the Log Train Trail through online surveys, site meetings, interviews, a public open house, and public workshops. The first online survey received 286 responses; the second online survey received 242 response. The information collected through this engagement formed the basis of the plan and recommendations were developed for short, medium, and long-term improvements for signage, access, trail design, level of service, governance, community involvement and implementation.

In August of 2023, the ACRD began the Sproat Lake Active Transportation Plan with a baseline condition review and first round of public engagement. The survey received 126 contributions. Interviews with critical community partners such as Tseshaht First Nation, BC Parks, MOTI, and Mosaic Forest Management also provided valuable feedback. The plan is scheduled to conclude in in spring of 2024. During the online public survey 9 additional questions were asked regarding ACRD Parks Services in general, these questions were designed to help guide Park Operations and Development. The results of those questions are included within Appendix B.

Completed 2023 Projects

Signage Design Guidelines – The ACRD has partnered with the City of Port Alberni to develop a standardized signage design guideline document. Lime Design Inc. has produced a document which outlines separate sign categories and templates which will be applied when installing new park signage on ACRD owned and operated parkland.

Log Train Trail Park Management Plan – In the fall of 2022, the ACRD along with MDI Consulting began consulting with the community to identify a long term vision for the Log Train Trail, including priorities for trail improvement and protection of the natural environment. The management plan has identified short, medium, and long term management actions to pursue.

West Coast Multi-Use Pathway – The ACRD has completed construction for making the final connection of the west coast Multi-Use Pathway between Tofino and Ucluelet. The last remaining step before the project can be closed is to issue a news release detailing the project and hosting a ribbon cutting to officially celebrate it's opening. The Ribbon cutting is scheduled for June 7th.

Grappler Wharf Tenure Extension – The province of BC had identified that Grappler wharf infrastructure had expanded beyond its allowed tenure area. A conditional approval of the new tenure area which now encompasses all ACRD infrastructure has been awarded, a marine survey must be completed by 2026 to finalize the 30 year agreement.

West Park Revitalization – Members of the Bamfield community have driven the concept of a revitalized west park as a community gathering place. Through grant funds and in-kind donations a wonderful pavilion structure has been constructed, along with stairway entry steps and pathway, adventure pods, wood carving and informational signage.

Eileen Scott Centennial Park Playground Replacement - The existing playground in Eileen Scott Park was identified as beyond its useful life. Public engagement regarding the replacement infrastructure began

in the fall of 2022 and the construction of the new playground equipment was completed with a volunteer effort of a community installation in August of 2023.

Bamfield Active Transportation Plan- Bamfield Community Affairs lead the development of the Bamfield Active Transportation Plan with collaboration with the UBC School of Architecture and Landscape Architecture. The planning process began in 2022 and was finalized in 2023. The plan consisted of input from residents, community partners, best practices, and review of ACRD policy.

Evergreen Park Fencing Improvements – After a site inspection from the Municipal Insurance Association, the need for additional fencing beside the newly constructed bridge crossing Plested Creek was identified as a liability concern. Additional fencing repair to restrict OHV access to the park was also conducted.

Willow Road parking/access project removed - Informed by the Maplehurst Park Management plan the ACRD Board directed staff to apply for a license of occupation and a Nominal Rent Tenure Lease with the Province of BC for a parking facility within MOTI right of way and Crown Lands at the end of Willow Road. The ACRD Board of Directors revisited this decision in 2023 and directed staff to remove this initiative from the work plan. The application to the province was withdrawn.

Cement Sports Court Erosion Repair- The hockey and basketball court in Cougar Smith Park was experiencing erosion in one of it's corners which was undermining the court. Rock was brought in to armor the fenced area of the court while the outside area was dug back and sloped to re-route drainage away.

Cougar Smith Drainage Landscaping – A drainage course had resulted in a large dip at the bottom of a hill at the irrigated ball field. An excavator was brought in to clean up the drainage, installation of perforated pipe buried in drain rock was installed and capped with sandy topsoil and hand seeded.

Cougar Smith Waterline Extension – A waterline and self-draining hydrant was installed connecting the bike park to the existing irrigation infrastructure. This reduces the amount of hose required to be strewn across the playground area during the maintenance of the bike park.

Projects in Progress or Beginning in 2024

Website Enhancements - The ACRD website is a valuable tool to support the ACRD parks community engagement goal of engaging the community to provide an opportunity for full participation to guide the development of the parks and trails, build community, volunteerism, and increase awareness. The community should be easily able to utilize the ACRD website to obtain information on a variety of aspects of the ACRD parks services, such as learning about parks and trails, new initiatives, and projects. Easily navigating to information for how the public can become more involved in community groups such as parks commissions, local community groups which volunteer within ACRD Parks, or how they can provide feedback to staff. The first round of website enhancements has been completed and work continues to progressively add to parks website development.

Parks Commission Review and Development of Procedures/Guidelines – To better support volunteers within ACRD parks commissions, clearly outlining and communicating the roles and processes of parks commissions will ensure efficient and effective groups.

Asset inventory and Condition Assessments- The Parks asset register and associated condition data is in need of improvement to effectively inform the asset management program. This program is grant dependent and will be lead by the asset management coordinator.

Parks Signage Improvements – Design and installation of identification, information, and wayfinding signage across all ACRD parks is a priority for 2024.

Public Access Working Group - The ACRD sits on a public access working group along with representatives from the Province of BC and Mosiac Forest Management. The goal of this group is to improve public access to privately managed forest lands within the Alberni Valley. A pilot project on the Ash Main was identified as the first area of focus and if successful that model could be replicated to other areas. This project has encountered a legal hurdle which has stopped it from progressing at this time.

Trails Level of Service/classification - Through the Log Train Trail Management plan development, it was found the existing levels of service did not translate well when applied to a linear trail corridor and instead worked better when applied to a parkland parcel. In 2024 updated levels of service as well as parkland and trails classifications are to be developed and brought to the board for review.

Regional Parks Public Working Group - The ACRD Board of Directors has directed staff to create a Regional Parks working group in 2024 consisting of interested members of the public who will provide their local input into the development of Regional Parks and Trails.

Log Train Trail Negotiation of new lease with MOTI – To incorporate changes outlined within the LTT management plan it is necessary to first update the lease agreement with the Ministry of Transportation and Infrastructure.

Log Train Trail Transition Plan to Multimodal use- Governance and allowable use changes to the LTT as supported within the LTT management plan would require the initial implementation of a transition plan to facilitate a safe and efficient transition to the new utilization. This will entail: engage impacted user groups to inform the implementation and a communication strategy, develop and install new signage, as well as modify access points and key trail sections as needed.

Log Train Trail updated map brochure- Along with communications materials to help inform the public of changes to the management of the LTT. An updated map brochure will help outline accurate information and inform user groups on expectations for use.

E. Scott Office building roof replacement – The office building at Eileen Scott Centennial park is in need of a roof replacement. This project is to be lead and funded by the Bamfield Parks Commission.

Parks Commission recruitment – The term for the members of the Bamfield Parks Commission have expired and a new recruitment campaign has begun to establish a current parks commission.

Evergreen Riding Ring Operations and Maintenance Agreement – The establishment of agreed upon expectations and standards for the operations and maintenance of the Evergreen Park riding ring.

Evergreen Riding Ring Operations Communication plan – Communication to the public and users of the Evergreen park riding ring of roles and responsibilities of the ACRD, Backcountry Horsemen, riding ring users and other park users.

Maplehurst Cherry Creek Access Project Planning – Developing a Cherry Creek Access route to Maplehurst Park.

Maplehurst Renaming- Working with the Tseshaht and Hupacasath Nations to establish a Nuu-Chah-Nulth name for the ACRD parkland.

Maplehurst updated map brochure – development of an updated map brochure which accurately represents Maplehurst Park and trails.

Sproat Lake Active Transportation Plan – The Sproat Lake Electoral area has pursued expanding their trails and pathway network under the Community Parks Service for many years. Currently there are 6.66 km of formalized trails as well as many additional km of informal trails. This plan will require community, stakeholder and first nations consultation, data collection, mapping and potential survey works. The final plan will identify and prioritize achievable locations for formal trail and pathway expansion that reflect the needs and wants of the Sproat Lake community.

Tennis Court Crack Repair – The tennis court at Cougar Smith Park requires crack repair work.

Faber Pathway Extension – The extension of Faber Road pathway to Cougar Smith park is the next identified priority for the expansion of the Sproat Lake pathway network. The design is to be developed in 2024 with construction anticipated for 2025.

Cougar Smith Washroom upgrades- updates to the Cougar Smith washrooms are anticipated to be complete by June 2024.

Projects on the Horizon 2025+

Parks Acquisition Policy - The development of a ACRD Parkland acquisition policy is needed to set and consistently achieve organizational acquisition goals. This policy development would be a collaboration between the Lands and Resources Coordinator's in coordination with the Planning department.

Parks Donation and Dedication Policy/Program – There is currently no formal structure for the ACRD to accept donations or dedications to their parks services. The ACRD routinely receives inquiries to provide memorial bench services.

Parks Regulatory Bylaws – There is currently a combination of separate park regulatory bylaws only applying to specific parks (Arrowsmith Regional Park and Sproat Lake Community Parks). The Parks and Trails strategic plan identified the creation of one overarching parks regulatory bylaw as a future project.

Parks and Trails Volunteer Program – The ACRD Parks services receive a significant benefit from community volunteers. Each volunteer organization has expressed concerns that the average age of volunteers is high and rising. Without an influx of additional volunteers from a younger generation, there is a risk that many of the current volunteers will age out of their programs soon resulting in these organizations dedicating less time spent performing the operations and maintenance of ACRD Parks and Trails. The ACRD began with reviewing its Parks Commission structure and developed a draft Parks Commission Handbook. Further support for volunteers outside of formal parks commission roles with the goal of retaining and attracting more members dedicated to volunteering in ACRD Parks is required.

Regional Parks Allocation/Governance Review – The governance structure of the Regional Parks Service requires periodic revisiting and endorsement of the ACRD to ensure the vision, values and direction of

the service are being met. The creation of a public Regional Parks Working group will enable this discussion to develop.

Log Train Trail network expansion – The Log Train Trail management plan identified investigating the expansion of the network to include currently informal access points to the existing formal trail corridor.

Franklin Bridge Construction (grant dependent) – in 2022 a Feasibility Study for a pedestrian crossing of Franklin River was completed. The ACRD Board of Directors supported proceeding with the Suspension Cable type Bridge with flexible deck if sufficient grant funding was obtained. The project is on the ACRD grant list to actively search for appropriate opportunities.

LTT Hal Creek Crossing improvements- There is a large washout on the Log Train Trail at Hal Creek with no safe crossing. Developing and installing a new crossing to allow safe passage for trail users was identified as a future project within the LTT Management Plan which would improve recreation and environmental values for the trail.

LTT railway crossing improvements – The E&N railway crossing cuts through the Log Train Trail corridor with steep slopes on each side of the crossing. Improvements to this crossing was identified in the LTT Management Plan as a potential future project to improve accessibility and remove barriers to those who are not as able bodied.

Smiley Rink Board Replacement – The rink boards for the outdoor rink in Bamfield are rotting and warping and require replacement.

E. Scott Pavilion Construction – There is a proposal to construct a Pavilion structure at Eileen Scott Centennial Park near the playground to provide covered picnic space. It is at the building permit stage once approved by the Bamfield Area Services Committee and ACRD Board of Directors.

Beaver Creek Parks Master Plan – The active parks within Beaver Creek are Nordstrom and Evergreen, along with 4 inactive parks. The future development, operations and maintenance at Nordstrom and Evergreen parks have no formal direction or on record public engagement to this point. A process to collect information from the public and identify wants and needs for the next 10 – 20 years would provide valuable guidance and inform decisions over that time period.

Nordstrom Park Improvements Project Scoping – At the conclusion of the Beaver Creek Community Parks Master Plan the development of a Nordstrom Park Playground project which had been conceptually proposed may be added to the Beaver Creek Community Parks workplan.

Beaver Creek Kitsuksis Crown Land Trails – At the conclusion of the Maplehurst Park Planning project the ACRD Board of Directors identified the unregistered Kitsuksis crownland trails within the Beaver Creek Electoral Area as potential for inclusion to be formalized within the Beaver Creek Community Parks Service.

Cherry Creek Kitsuksis Crown Land Trails - At the conclusion of the Maplehurst Park Planning project the ACRD Board of Directors identified the unregistered Kitsuksis crownland trails within the Cherry Creek Electoral Area as potential for inclusion to be formalized within the Cherry Creek Community Parks Service.

Maplehurst Park sensitive ecosystem planning – Within the Maplehurst Park Plan the protection of sensitive ecosystems within the park was identified as one of the priorities. This requires a understanding and documenting rare plant and animal species, habitat, and mapping of sensitive features such as riparian areas.

Great Central Boat Launch - The Great Central Boat Launch is classified as a marine access point consisting of a parking lot and some crushed gravel dumped to create the “launch” area. The ACRD has not dedicated annual operating funds towards inspections and maintenance of the parkland to ensure safe operating conditions. With increased development and increased recreational marine use at Great Central Lake, this marine access point has begun to see greater use as a recreational boat launch. Along with this increased use we have received increased complaints regarding the condition of the launch and parking area as well as trespassing on neighboring properties. If the ACRD were to change the classification of this parkland from an unmaintained marine access point to a public recreational boat launch so that it better meets current and future demand it will require improvements to the boat launch and parking facilities. Prior to pursuing this project, the ACRD Board will need to provide direction on Regional Parks governance, and if it stays within the Sproat Lake Community Parks service, the Sproat Lake Parks Master Plan will incorporate potential development and level of service within that planning process.

Lot950 Crownland acquisition – The Sproat Lake Parks Commission has expressed the desire for the ACRD to investigate the acquisition or application of a Section 57/56 for recreational purposes of crownland Lot 950 which will boarder newly dedicated parkland off Taylor Arm Drive.

Dickson Park dock access improvements – The access walkway to the swimming dock at Dickson Park is in poor condition and requires improvement. Conceptual design work was completed in 2023 but the project was not included within the 2024 financial plan.

Cougar Smith Park Septic system improvements – The septic system at Cougar Smith park services the two public restrooms and the caretaker residence. In 2023 there were issues with the system that required repair and identified further deficiencies with the system size and lines. No information regarding the design or installation was discovered after a file review internally or with VIHA. It is likely that this system will require replacement within the next 10 years.

Future Park Management Plans – The ACRD Park Management planning priority list: Beaver Creek Community Parks Master Plan – 2025, Bamfield Community Parks Master Plan– 2025, Sproat Lake Community Parks Master Plan– 2026, Mount Arrowsmith Regional Park Management Plan– 2027, Alberni Inlet Trail Management Plan– 2027.

Appendix A – Park Service Data Sheet

2023 ACRD PARKS SERVICE DATA TRACKING

Variable	Regional Parks Service	Bamfield Parks	Beaver Creek Parks	Cherry Creek Parks	Long Beach Parks	Sproat Lake Parks	Total
2021 Census population	33,521	256	2,946	1,977	875	1,843	-
Asset Replacement Value	\$1,924,508	\$838,129	\$159,717	\$127,967	\$515,209	\$1,152,328	\$4,717,858
Asset Replacement Value / Person	\$57.41	\$3,273.94	\$54.21	\$64.73	\$588.81	\$625.25	-
# of Parks in Service	6	6	7	2	2	11	34
Total Parkland Area (Ha)	613.14	8.66	12.13	14.97	1.98	10.7	661.58
Ha/1,000 People	18.29	33.83	4.12	7.57	2.26	5.81	-
Trails and Pathways (KM)	53.29	0.35	1.83	2.36	3.15	6.66	67.64
2023 Financial Plan base operations cost	\$108,080.00	\$29,318.00	\$31,794.00	\$18,773.00	\$7,000.00	\$95,784.00	-
2023 Service Tax Requisition	\$91,800.00	\$28,045.00	\$29,580.00	\$14,572.00	\$7,000.00	\$117,670.00	-
Operations Cost / Person	\$3.22	\$114.52	\$10.79	\$9.50	\$8.00	\$51.97	-
2023 tax requisition / Person	\$2.74	\$109.55	\$10.04	\$7.37	\$8.00	\$63.85	-
Operations cost / ha of parkland	\$176.27	\$3,385.45	\$2,621.10	\$1,254.04	\$3,535.35	\$8,951.78	-
New parkland aquired 2023 (ha)	0	0	0	0	0	0	0
Safety incidents / complaints	2	0	3	0	0	2	7
average annual traffic / counter	8296	2081	4697	26420	Insufficent data	8620	10023

2023 SRD PARKS SERVICE DATA TRACKING

Variable	Cortes Island	Quadra Island	Oyster Bay	Total
2021 Census population	1,059	2737	4,153	-
Asset Replacement Value	-	-	-	-
Asset Replacement Value / Person	-	-	-	-
# of Parks in Service	15	21	15	51
Total Parkland Area (Ha)	553.5	104	20.5	678
Ha/1,000 People	522.66	38.00	4.94	-
Trails and Pathways (KM)	24.2	12.9	3.9	41
2022 Financial Plan base operations cost	\$207,816.00	\$229,234.00	\$258,657.00	-
2022 Service Tax Requisition	\$180,731.00	\$191,308.00	\$218,014.00	-
Operations Cost / Person	\$196.24	\$83.75	\$62.28	-
2022 Requisition / Person	\$170.66	\$69.90	\$52.50	-
Operations cost / ha of parkland	\$375.46	\$2,204.17	\$12,617.41	-
New parkland aquired 2022 (ha)	0	0	0	0
Safety incidents / complaints	0	1	0	1
Trail Counter estimated annual traffic	-	-	-	-

Appendix B – Sproat Lake Active Transportation Survey General Parks Questions

Online Survey

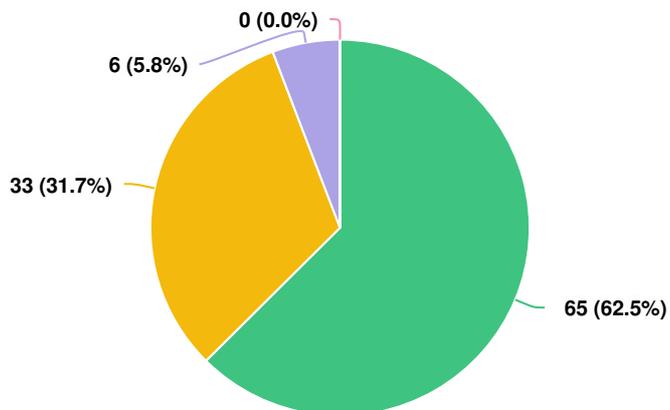
SURVEY RESPONSE REPORT

11 January 2021 - 25 February 2024

PROJECT NAME:

Sproat Lake Active Transportation Network Plan

Q2 How do you identify?

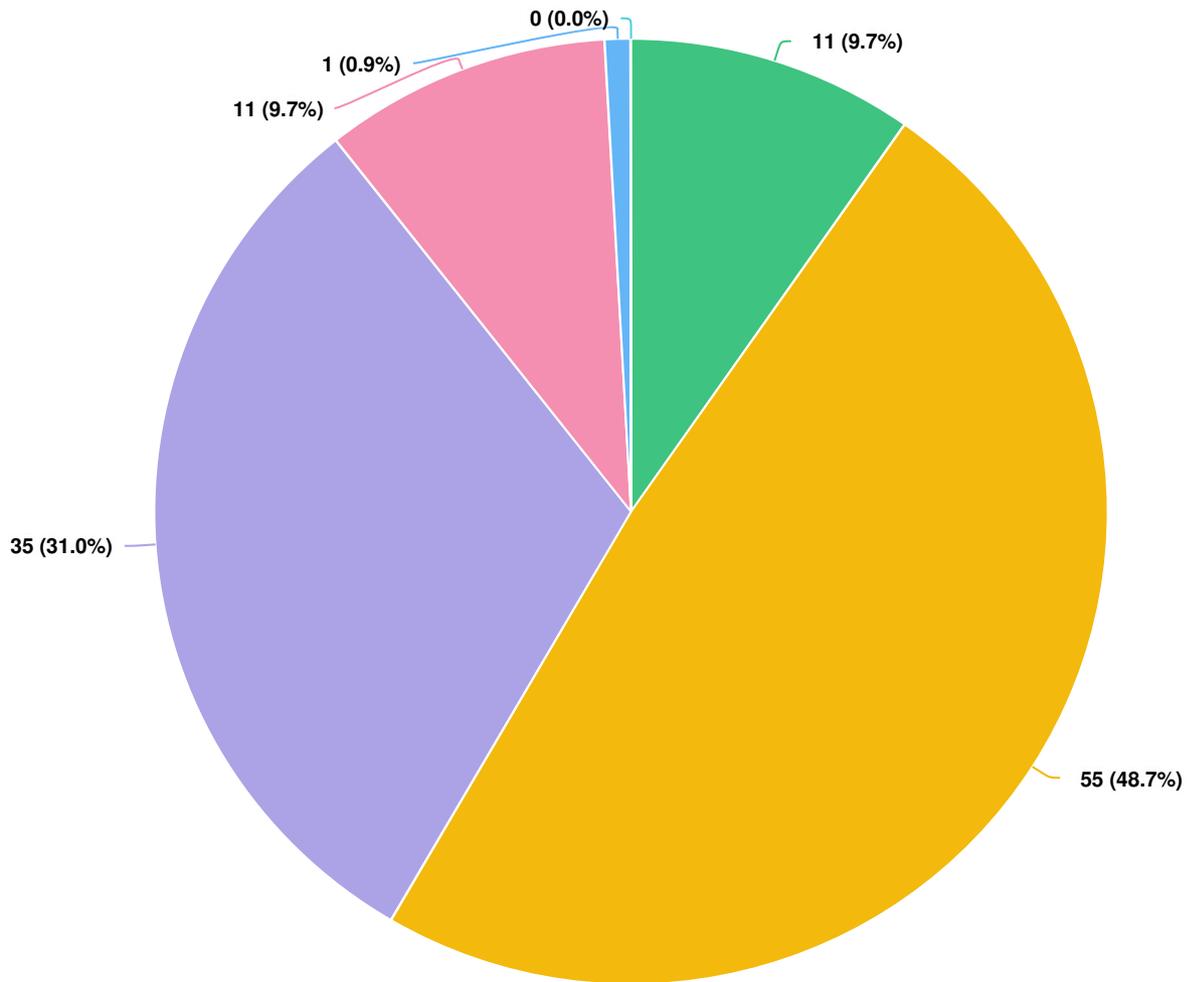


Question options

- Woman
- Man
- Other (please specify)
- Non-binary

Optional question (103 response(s), 13 skipped)
Question type: Dropdown Question

Q3 What is your age?

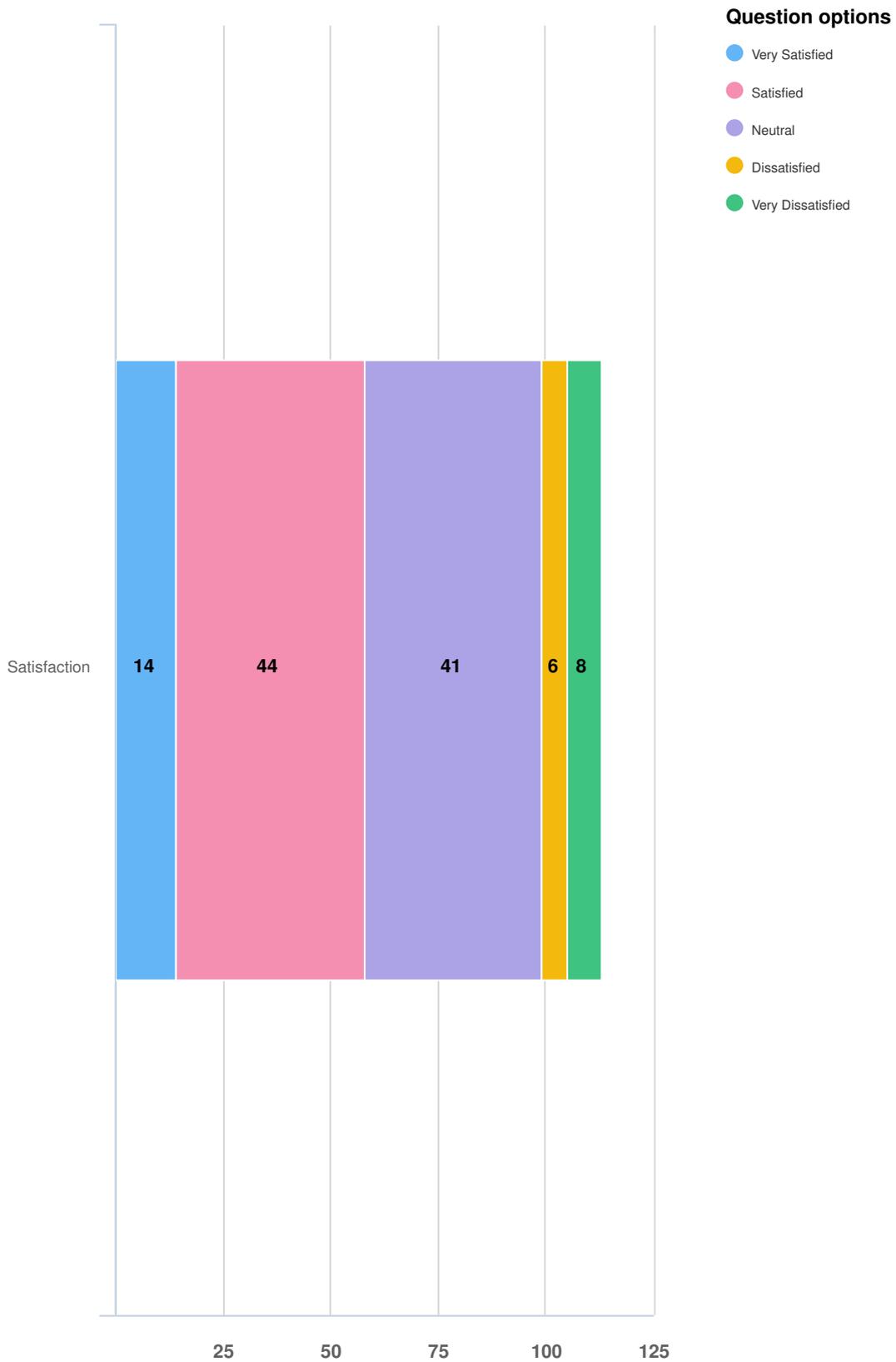


Question options

- 75+
- 60-74
- 40-59
- 25-39
- 19-24
- Under 19

Optional question (112 response(s), 4 skipped)
Question type: Radio Button Question

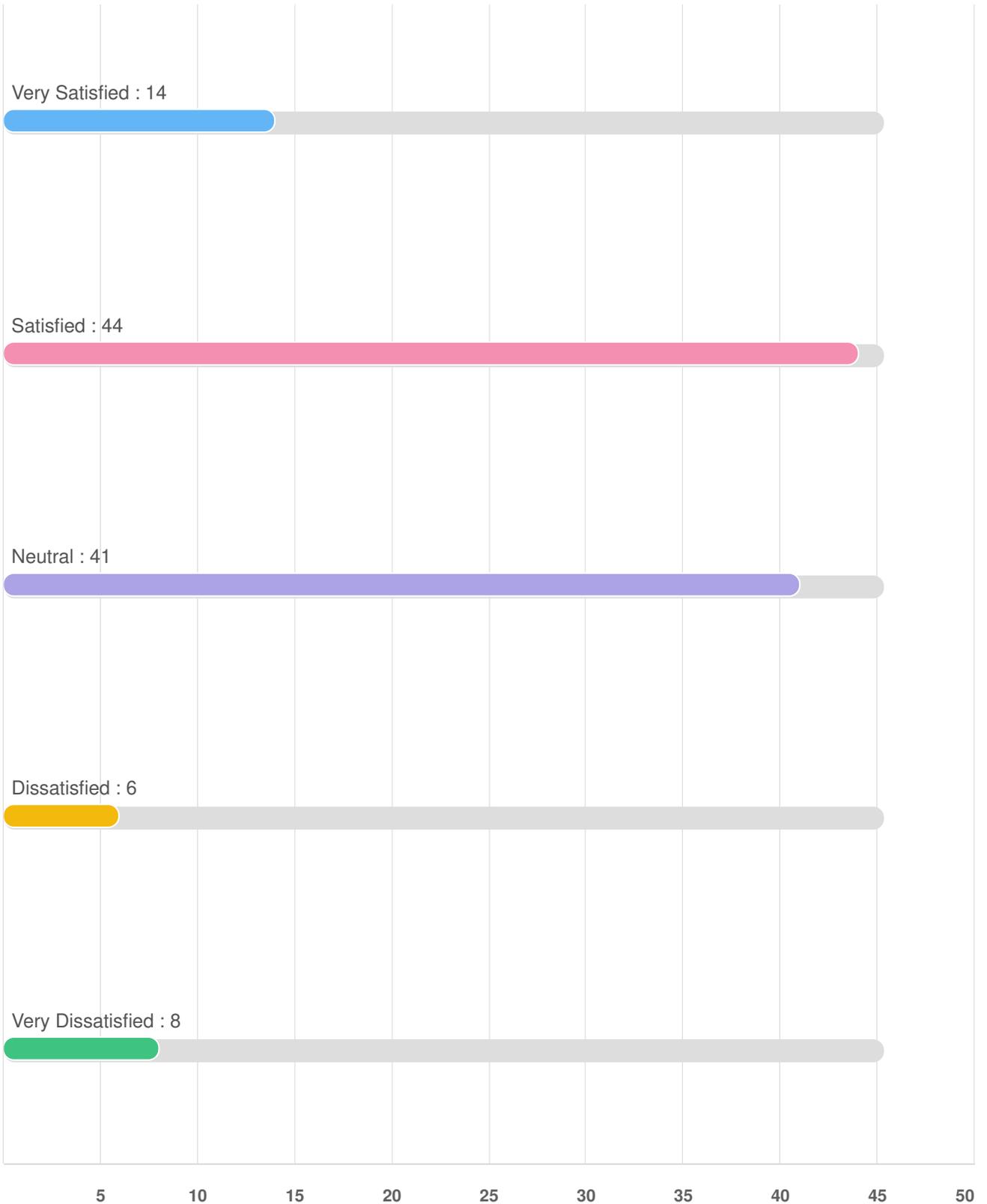
Q4 How satisfied are you with your experience when utilizing ACRD Parks and Trails?



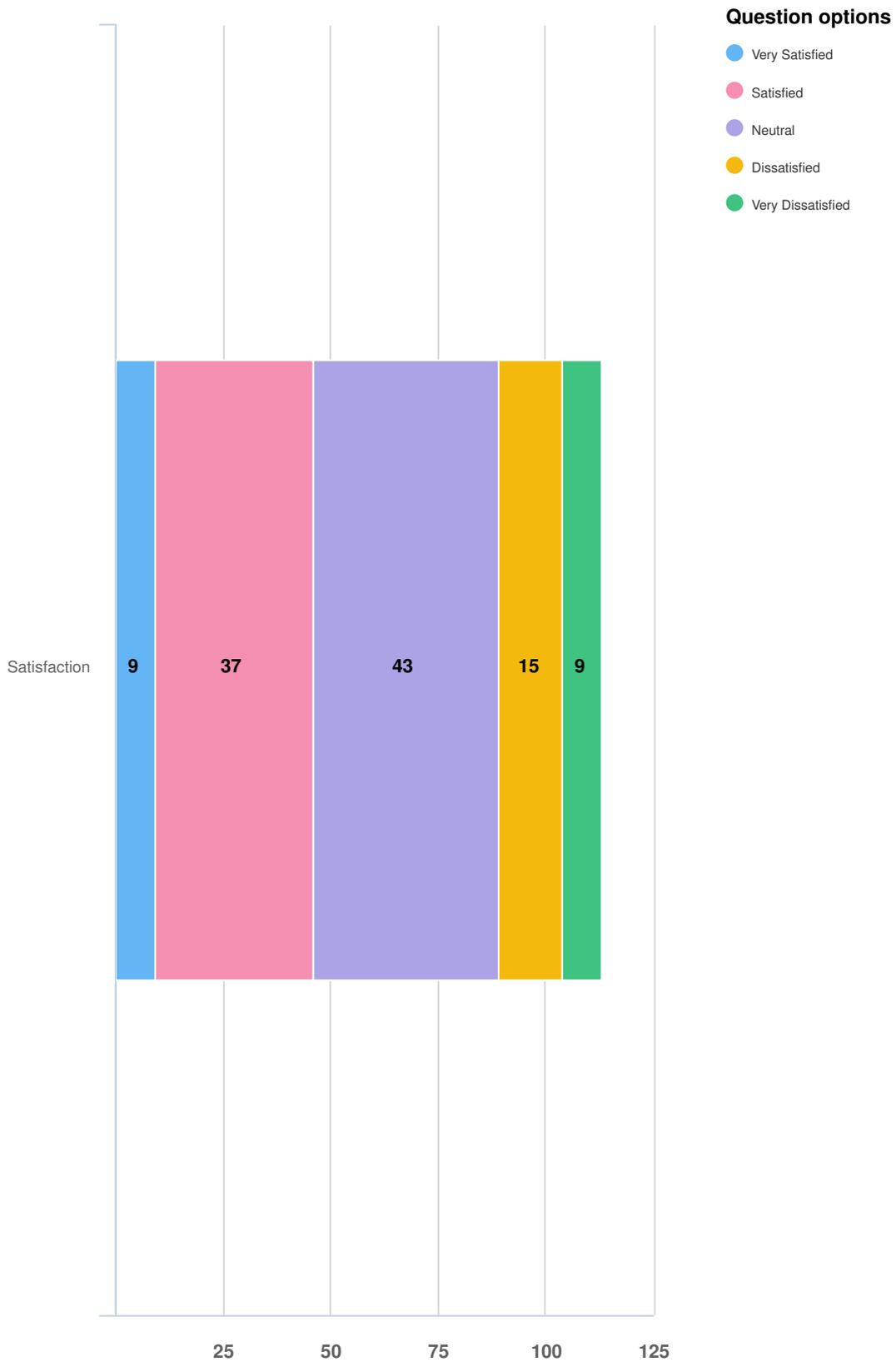
Optional question (112 response(s), 4 skipped)
Question type: Likert Question

Q4 | How satisfied are you with your experience when utilizing ACRD Parks and Trails?

Satisfaction



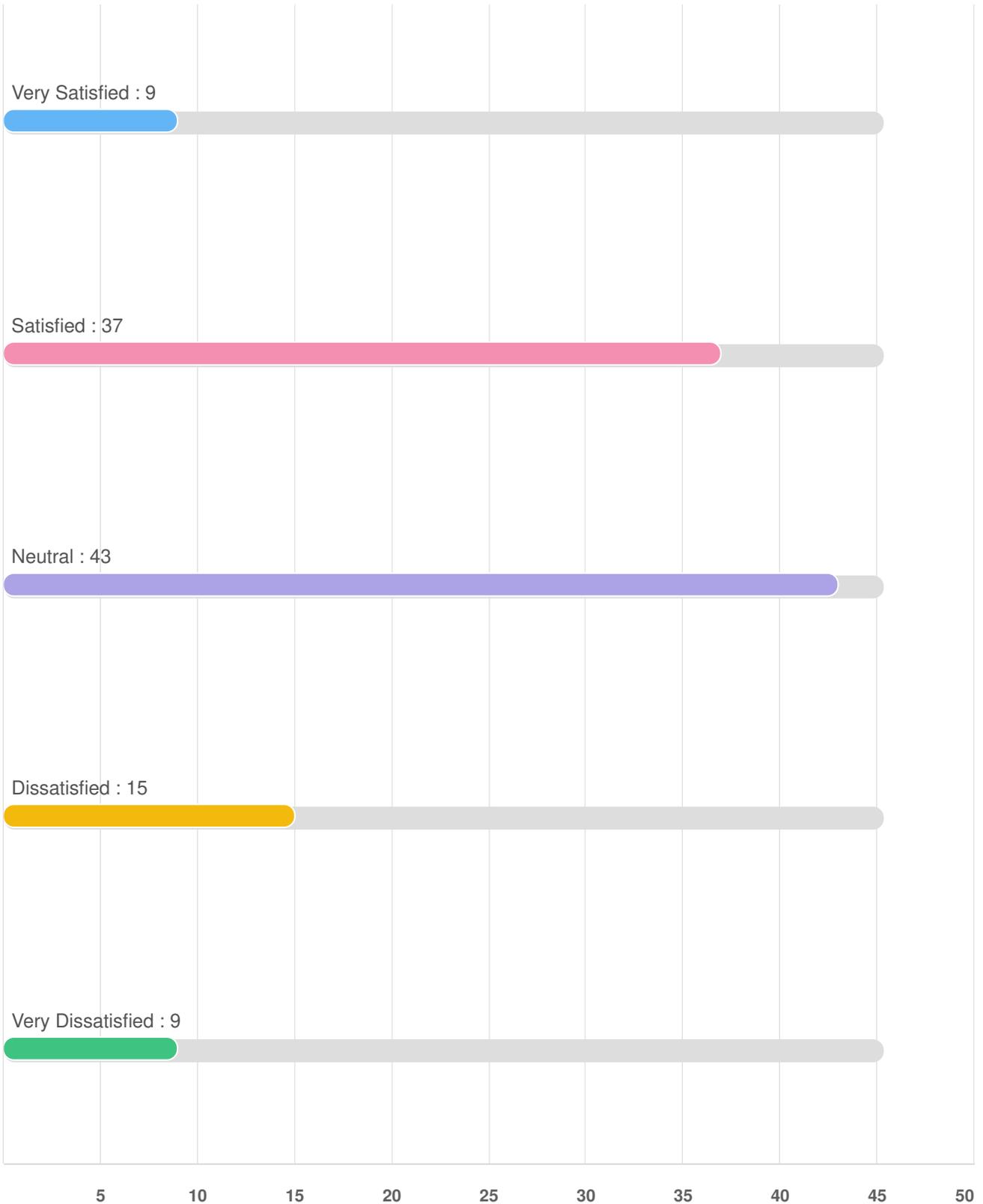
Q5 How satisfied are you with the condition of ACRD Parks and Trails infrastructure?



Optional question (112 response(s), 4 skipped)
Question type: Likert Question

Q5 | How satisfied are you with the condition of ACRD Parks and Trails infrastructure?

Satisfaction

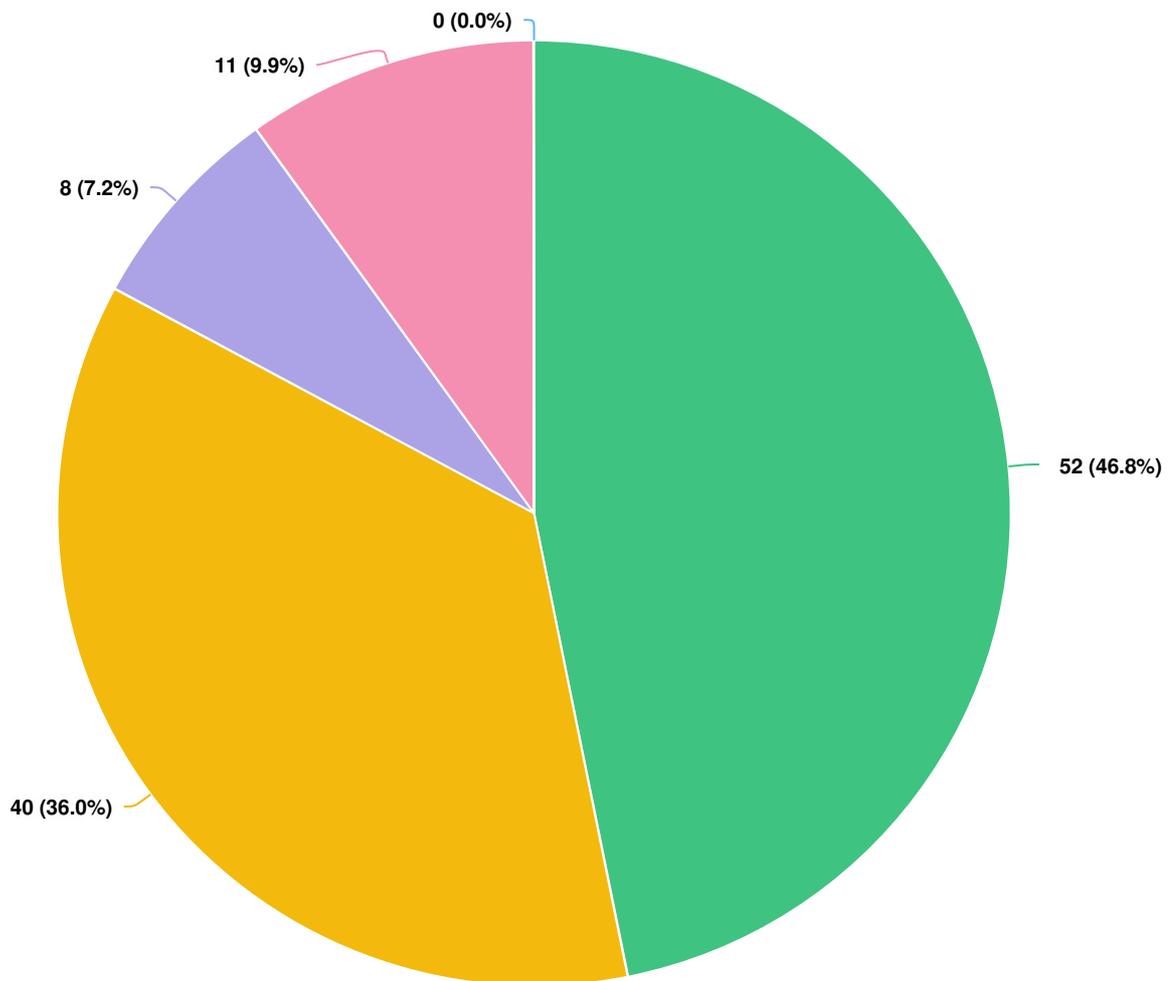


Q6 | Prioritize what you value most about ACRD Parks and Trails

OPTIONS	AVG. RANK
A place for outdoor recreation	1.36
Protection of the environment	2.41
A place for community building and public gathering	2.56
Attracting tourism and improving the economy	3.54

Optional question (107 response(s), 9 skipped)
Question type: Ranking Question

Q7 Does the ACRD own and operate an appropriate number of parks and trails?

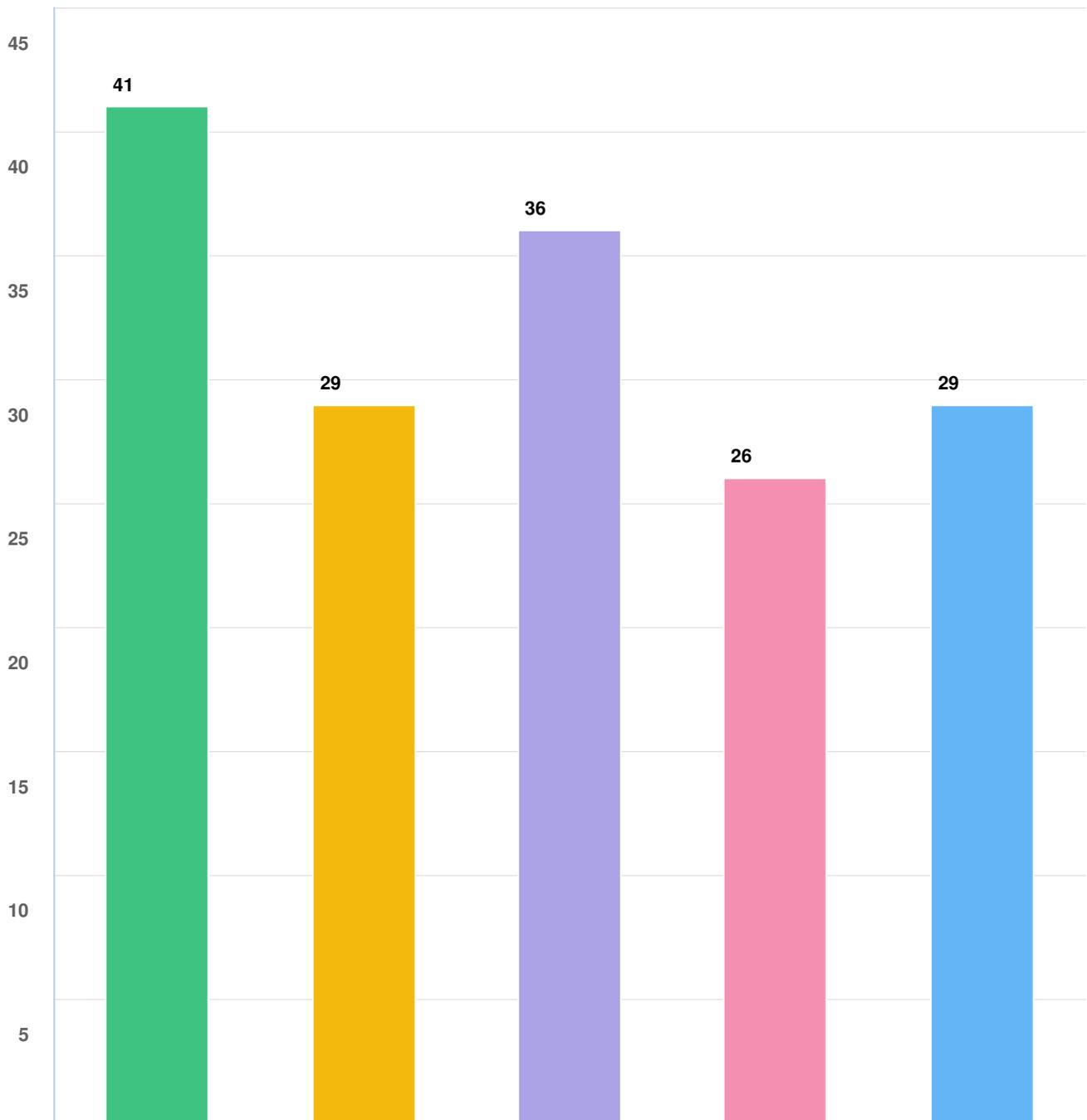


Question options

- The ACRD should have fewer parks and trails
- Don't know
- The ACRD should not own or operate any parks and trails
- The ACRD has a good number of parks and trails
- The ACRD should add more parks and trails

Optional question (110 response(s), 6 skipped)
Question type: Radio Button Question

Q8 Please prioritize which aspect(s) you believe need increased investment from the ACRD

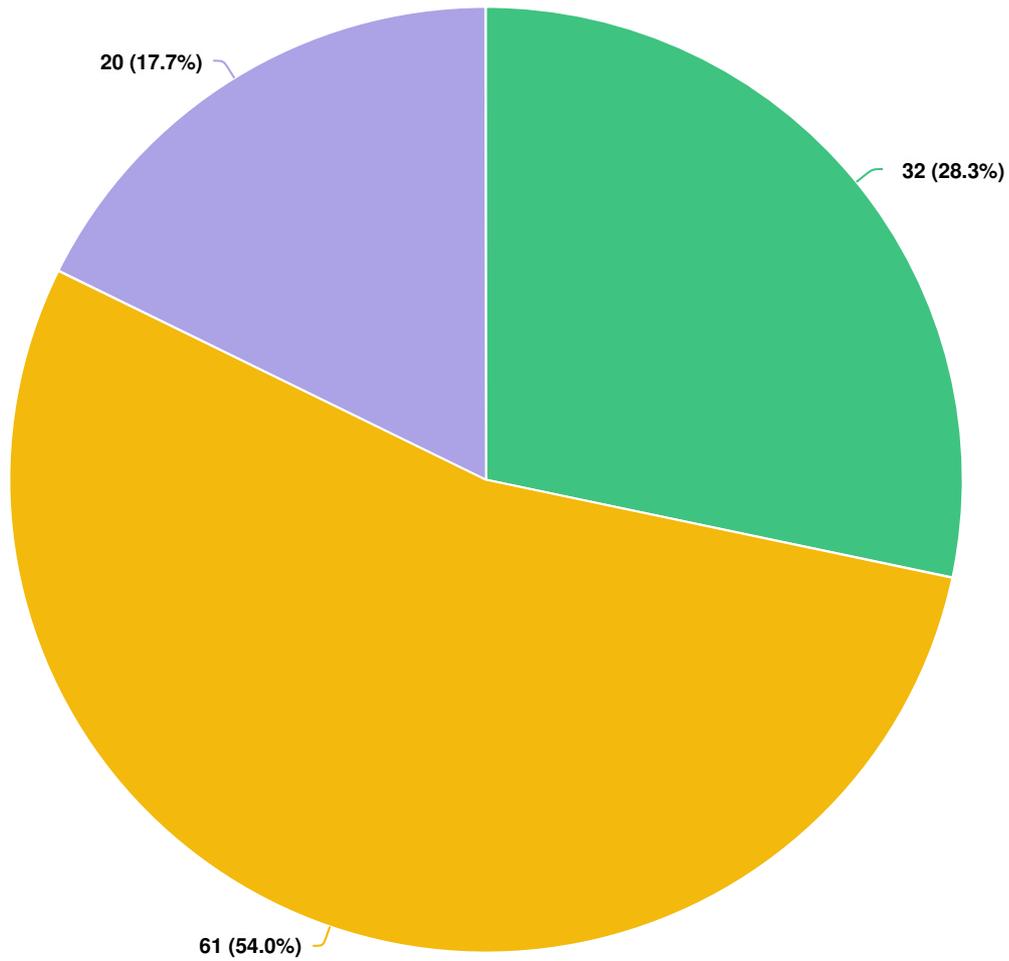


Question options

- No increased investment
- Improved community engagement (more communication, strengthening volunteerism)
- New parkland acquisition (increase number of parks and trails)
- Park maintenance (scheduled landscaping, garbage removal, repair, etc.)
- Park infrastructure (new signage, trails, benches, playgrounds, etc.)

Optional question (108 response(s), 8 skipped)
Question type: Checkbox Question

Q9 Assuming the level of service is directly correlated to the tax rate, which statement do you support?



Question options

- I support service cuts to the ACRD Parks services and decreasing the tax rate
- I support maintaining the existing Parks services and maintaining a stable tax rate
- I support the expansion of ACRD Parks services and an increase in its tax rate

*Optional question (112 response(s), 4 skipped)
Question type: Radio Button Question*

Appendix C – Level of Service Categories

The below Level of Service Categories were approved by the ACRD Board of Directors in 2021, these levels of services work well with a large parkland area but staff have found are not as relevant with linear trails and pathways such as The Log Train Trail, Alberni Inlet, Lakeshore, Faber and MUP. In 2024, Separate Level of Service Categories for Trails and Pathways will be prepared and presented to the Board.

LEVEL OF SERVICE CATEGORIES		
LEVEL	STANDARD	USE
LEVEL 1 – HIGHEST LEVEL OF MAINTENANCE	<ul style="list-style-type: none"> - The park or trail is maintained for first-class appearance. - Generally, impeccably clean and well-groomed. - Maintenance and monitoring performed weekly to multiple times a week. - Infrastructure is designed to highest standard and inspected regularly to ensure maintained public safety and high functionality. - Vegetation including trees, shrubs and grasses are kept pruned and manicured to be in exceptional condition and aesthetically pleasing. - No accumulated debris or litter onsite. 	Highly visible, high profile parks and trails with intensive public use.
LEVEL 2 – MEDIUM TO MODERATE LEVEL OF MAINTENANCE	<ul style="list-style-type: none"> - Parks and trails are kept neat, order and groomed but not to the same standard as Level 1. - There is tolerance to the effects of “wear and tear”, moderate traffic and natural processes. - Maintenance and monitoring performed bi-monthly to weekly. - Infrastructure is designed to safely accommodate current level of use and is routinely inspected to ensure public safety. - Vegetation including trees, shrubs and grasses are kept pruned and maintained to accommodate current park use. - Little to no accumulated debris or litter. 	Medium to high level of intensive public use.
LEVEL 3 – LOW TO MEDIUM LEVEL OF MAINTENANCE	<ul style="list-style-type: none"> - Natural park space. - Maintenance and monitoring performed monthly or in response to public complaints. - Limited and low maintenance infrastructure designed for less intensive uses. - Vegetation pruned or maintained in the event of a safety concern. - Debris or litter cleaned up in response to a public complaint. 	Intended to be a natural park space or low to medium use of constructed trail.
LEVEL 4 – NO ROUTINE MAINTENANCE	<ul style="list-style-type: none"> - Natural park space. - No scheduled routine maintenance or monitoring. - No assets onsite. - Vegetation management, debris or littler clean up occurs in response to public complaint. 	Inactive park with no infrastructure.

Appendix D – Example of Infrared Counter Data Sheet

Alberni Inlet S1 Parking

Site report: from 2022-01-01 to 2025-01-01
 Made by: MMCGREGOR@ACRD.BC.CA on 2024-04-23
 Made with: TRAFx DataNet (www.trafx.net)

