

Parks, Recreation & Culture Advisory Committee
Agenda for Meeting to be held on
Wednesday, November 21, 2018 at 7pm at FJCC

The goal of the Parks, Recreation and Culture Advisory Committee is to provide advice and recommendations to Council regarding the establishment and implementation of Parks, Recreation and Culture priorities in the Town of Ladysmith.

1. Agenda Approval
2. Minutes
 - a. Minutes of the meeting held Oct 24, 2018
3. Referred by Council: Ladysmith and District Arts Council – Recommendation for Town of Ladysmith First Poet Laureate

That Council refer to the Parks, Recreation and Culture Advisory Committee the recommendation by the Ladysmith and District Arts Council in their correspondence dated October 18, 2018, to appoint John Edwards as the first poet laureate for the Town of Ladysmith.

4. Unfinished Business
 - a. Holland Creek Crossing
5. Department Update (current projects and regional activities)
6. Master Plan Discussion

**Minutes of the Parks, Recreation & Culture Advisory Committee
Wednesday, October 24, 2018 at 7:00pm**

COMMITTEE MEMBERS PRESENT:

Tim Richards, Chair
Bruce Mason

Gord Horth
Councillor Duck Paterson

STAFF PRESENT:

Clayton Postings

REGRETS:

Tara Pollock

Tim Godau

AGENDA

Moved and seconded:

2018-16: That Parks, Recreation and Culture Advisory Committee approve the agenda for the meeting as presented.

Motion carried.

MINUTES

Moved and seconded:

2018-17: That Parks, Recreation and Culture Advisory Committee approve the minutes of the June 6, 2018 meeting as presented.

Motion carried.

DELEGATION

Ladysmith Arts Council - Ladysmith Arts Strategy

Ladysmith Arts Council Vice President, Lacey Williams, delivered a presentation showcasing public art opportunities and provided information on the status of the Ladysmith Arts Strategy, which has included several public engagement opportunities with more upcoming as well as a survey.

**REFERRED BY
COUNCIL**

Boys and Girls Clubs of Central Vancouver Island Memorandum of Understanding (MOU) - Committee members reviewed the MOU and made the following recommendation to Council:

Moved and seconded

2018-18: That the Parks, Recreation and Culture Advisory Committee supports this initiative and recommends that Council consider authorization of the Town to enter into a Memorandum of Understanding with the Boys and Girls Clubs of Central Vancouver Island.

UPDATES

Committee members expressed their gratitude for the hard work by staff in order to have sites in exceptional condition for the BC Summer Games.

Arts & Culture Update: Ladysmith Little Theatre is showing Scrooge & Rouge for three weekends beginning December 1.

Meeting adjourned at 8:30PM

Next Meeting will be held at 7:00pm, November 21, 2018 at Frank Jameson Community Centre.

WATERFRONT GALLERY

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October 8, 2018



Mayor Aaron Stone and Town Council

Main Office

410 Esplanade, PO Box 220

Ladysmith, British Columbia

V9G 1A2

Dear Mayor Stone and Town Council:

Re: Town of Ladysmith's first Poet Laureate

The Art Council's board would like to recommend John Edwards as the first poet laureate in our community.

A poet laureate is someone who would be officially appointed by the Town of Ladysmith and would typically be expected to compose poems for special events and occasions. The poet is the peoples poet, their job would be to raise awareness of Literature in the community, and create poems about community events. The position is typically a four years appointment and a small stipend can awarded during their tenure but not always required.

The arts council would like the Town of Ladysmith to consider accepting this proposal and that we implement it in 2019 for a four year period. We are putting forward the name of John Edward who is an outstanding member of the Arts Council. Below is a brief Bio:

Robert John Conway Edwards (Conway is an honorific granted to my family by Queen Victoria); Born in 1946 in London, England.

Education: six degrees; Rhodes Scholar in classical languages at Oxford University.

Occupation: Poet, Painter, organic quince and hay farmer on 100 acres in Yellow Point.

Publications: Many scholarly articles; and books of poems and translations: *Jordan River Poems*; *The Roman Cookery of Apicius, Roman Cookery Revised*; *the Immortal Satires of Juvenal*; *The Iconoclastic Satires of Persius*; *The Urbane Satires of Horatius*; *the Love Poems of Sappho and Anakreon*; and an epic poem, *The Straits of Anian*, which describes life on Vancouver Island from 1588 until today. It is presently being illustrated before publication

Since 2014 John has been composing 1,000 poem sequence about life here in the Cowichan. Poem #728 attached.

To create awareness of literature the Arts Council will be hosting a poetry walk January 28 to February 15th . We will be asking other poets, students and budding poets to write a poem a *Love poem to Ladysmith* and we will display some of them in business windows, Doctors offices, meeting places and ask our residents to take the walk. A map will be supplied and we have a media sponsor. It will be the first official duty of the Poet Laureate.

The Arts Council is looking forward to working with Town Council in nominating our first Poet Laureate.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Kathy Holmes'.

Kathy Holmes

President, Arts Council of Ladysmith and District

STAFF REPORT TO COUNCIL

From: Felicity Adams, Director of Development Services
 Meeting Date: June 18, 2018
 File No: 3320-16-04
 RE: **HOLLAND CREEK CROSSING**

RECOMMENDATION:

That Council:

1. Determine whether the proposed Holland Creek Crossing should have separate pedestrian tunnels on both sides.
2. Direct staff to prepare a communications plan regarding the history of the Holland Creek Local Area Plan and construction timing of the Holland Creek Crossing including any temporary trail closures or detours.
3. Request the developer to host a public open house to present the selected option and details about the project.

PURPOSE:

The purpose of this staff report is to present the feedback from the Parks, Recreation and Culture Advisory Committee and the Advisory Design Panel, and to seek Council's direction on the bridge design and communications plan.

PREVIOUS COUNCIL DIRECTION

CS 2018-128	May 7, 2018	That the Holland Creek Bridge Crossing project be referred to staff for comment and recommendations, and, as necessary to the Parks, Recreation and Culture Advisory Committee and the Advisory Design Panel for comment. <i>Motion carried.</i>
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INTRODUCTION/BACKGROUND:

A joint meeting of the Parks, Recreation and Culture Advisory Committee (PRCAC) and the Advisory Design Panel (ADP) was held on June 7, 2018. The meeting was attended by seven members of the PRCAC and four members of the ADP, as well as Council liaison Duck Paterson and senior staff.

Mr. Bill Eller and his project engineer presented two presented two options for the Holland Creek crossing which are attached to this report. The main difference between



the options is the pedestrian treatment: a tunnel on each side to accommodate the trail (option 1) or one tunnel and one trail crossing inside the crossing structure (option 2). The wheelchair accessibility of the trail is maintained on the west (Colonia) side in both options.

The proposed tunnels would be similar in style to the pedestrian tunnel at the end of Methuen providing access under the highway to Transfer Beach Park. The Holland Creek pedestrian tunnels are less than half the distance (length) of the Methuen tunnel which should have the benefit of the natural trail experience being visible through the end of tunnel. The tunnel is also designed to be a comfortable open space and to accommodate a parks maintenance vehicle.

	Proposed Holland Creek Trail	Methuen Underpass
Pedestrian tunnel height	3.14m	3m
Pedestrian tunnel width (opening)	4.32m	3.5m
Pedestrian tunnel length	17.16m – 19.27m	43m
Tunnel material	Galvanized corrugated steel	Galvanized corrugated steel
Tunnel lighting	Yes	Yes
Interior treatment	Unpainted	Painted

The developer has indicated that he needs a firm “go ahead” at tonight’s Council meeting in order to get into the queue for the manufacturing of the structure in a timeframe to allow completion of the installation before the end of the “fish window”. The decision regarding option 1 or 2 is not essential to this timing, but needs to occur before the plate is rolled by the manufacturer. As a result of input from the advisory meeting, the developer indicates a willingness to host an Open House, but it will have to be “soon”, as framed above.

ALTERNATIVES:

Council can choose to:

1. Select Option 1 or Option 2
2. Request further information from staff or the developer.

FINANCIAL IMPLICATIONS:

The cost of constructing the road and the crossing is a cost of the developer. As supported by the Holland Creek Local Area Plan and requested by the land owners, an area specific Holland Creek Roads Development Cost Charge (DCC) is being developed for consideration by Council. This program anticipates that some of the use of the collector road and the associated creek crossings will be by current residents and other Town-wide growth (20%) which supports a portion of this project being include in the Roads DCC program for the Town.

POLICY:

Since the first Holland Creek Area Plan (the Plan) was adopted in 2003, the Plan has included policies regarding access into the new neighbourhood from three access points including Dogwood Drive, Colonia Drive and Thetis Drive. The new Plan adopted on June 20, 2016 also includes three accesses into this new neighbourhood ultimately being provided as the development moves towards build-out. The current Plan recognizes that there will be creek crossings over Holland Creek as well as Heart Creek. Policy 9.2.12 states:

Bridge and creek crossings over Holland Creek and Heart Creek shall be designed to respect and harmonize with the natural setting, minimize stream impact, maintain the natural integrity of the trail system, and provide pedestrian access.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

A memo with a summary of notes from the June 7, 2018 meeting of the PRCAC and ADP is attached to this report. The memo notes that there was not a consensus reached.

The points in the memo have been included in an attached chart to provide Council with information in response to the comments received from the referral.

Other items discussed at the meeting included:

- Cycling access - make sure that the hand-rails on the bridge are high enough to avoid the handlebars of a bicycle.
- Speed limit on the bridge? The project engineer provided that the bridge could be posted for a 30-km/h speed limit, but must be designed for 50-km/h as good engineering practice.
- What are you gifting to the Town? The developer provided that 25 acres was given to the Town when the subdivision occurred in 2003.
- Grass shouldn't be in the seed mix for the MSE wall as it is an invasive species in the park. The project engineer provided that the MSE wall can take other plants. The developer noted he would work with the Town on the seed mix/plants.
- Request garbage bin and dog bags in this area of the trail. This is a Town operations item.
- Recommend providing information to the public before the project begins. A communications plan is recommended to be prepared by staff. The developer indicated that he would be willing to host an open house to present the selected option and details about the project.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

A PLA has been issued by the Approving Officer for the first phase single family subdivision of 38 lots. A Riparian Development Permit application will be forwarded to Council to establish conditions to protect the Streamside Protection and Enhancement Area during construction and over the long term (which will be a Town responsibility as this area is Town-owned). The applicant is in the process of making this application which will require

an assessment under the Riparian Areas Regulation of a 30-meter area on each side of the creek (measured from the high water mark) to identify the Streamside Protection and Enhancement Area (SPEA) to be protected during construction and in the long-term (Town responsibility as Town-owned land). Protection measures and monitoring will be required by the Biologist (QEP). The QEP will identify appropriate plantings for a SPEA condition. It is recommended that communications staff prepare a communications plan for the public and trail users.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Complete Community Land Use | <input type="checkbox"/> Low Impact Transportation |
| <input type="checkbox"/> Green Buildings | <input type="checkbox"/> Multi-Use Landscapes |
| <input type="checkbox"/> Innovative Infrastructure | <input type="checkbox"/> Local Food Systems |
| <input type="checkbox"/> Healthy Community | <input type="checkbox"/> Local, Diverse Economy |
| <input type="checkbox"/> Not Applicable | |

ALIGNMENT WITH STRATEGIC PRIORITIES:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Employment & Tax Diversity | <input type="checkbox"/> Natural & Built Infrastructure |
| <input type="checkbox"/> Watershed Protection & Water Management | <input type="checkbox"/> Partnerships |
| <input type="checkbox"/> Communications & Engagement | <input type="checkbox"/> Not Applicable |

SUMMARY:

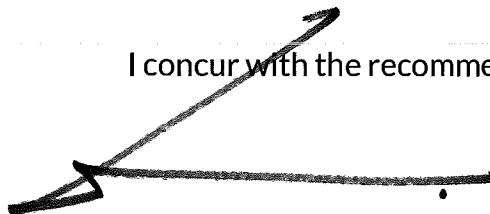
This report provides comments from the members of the PRCAC and the ADP and information for Council. Two crossing options (one or two pedestrian tunnels) were presented to the advisory committees by the developer. It is recommended that Council select the option and direct that staff prepare a communications plan.



Felicity Adams, Director of Development Services

June 13, 2018

I concur with the recommendation.



Guillermo Ferrero, City Manager

ATTACHMENTS:

Memo dated June 11, 2018 regarding the Holland Creek Bridge Proposal
Chart with advisory committee comments
Holland Creek Crossing – Options 1 and 2

Memo

To: Guillermo Ferrero, City manager
CC: Clayton Postings, Director, parks, Recreation & Culture
From: Tim Richards, Chair
Parks Recreation and Culture Advisory Committee, Town of Ladysmith
Date: June 11, 2018
Re: Holland Creek Bridge Proposal.

Following a meeting of this committee held Thursday June 7 2018, a presentation by Mr. Mr. Bill Eller was arranged as the proponent of a roadway bridge intended to cross Holland Creek off the end of Colonia Drive. Included in the group were members of the Parks, Recreation and Culture Advisory Committee, Advisory Design Panel, Invasive Species Committee, and several Town staff.

The committee was lead to understand that this bridge is contained in the Holland Creek area plan, and that feedback was welcomed around the idea of such a crossing. It was explained that an easement across the creek in favour of the property owner was in place, and that a crossing was permitted under the Holland Creek area plan.

What follows is an abbreviated summary of feedback expressed at the meeting by members of this committee.

Note: Discussion time was limited and as some members of the committee left the meeting early, no consensus report was reached.

1. The proposed crossing will greatly affect and diminish the Park amenity and aesthetic value of the trail system.
2. This area of the park is extremely attractive with numerous natural and historic amenities.
3. The committee acknowledges the proponent's expressed efforts to minimize impacts to the trail as the trail serves his development as well as the rest of the town.
4. Although the Holland creek area plan states "Bridge and creek crossing of Holland Creek and Heart Creek shall be designed to respect and harmonize with the natural setting, minimize stream impact, maintain the integrity of the trail system and provide pedestrian access" some members expressed that any crossing in this location will be hard pressed to meet these objectives.
5. Communications. It is anticipated that the public will express interest and concern about this project. A significant communications program should be planned.
6. Vegetated Retaining Wall concept. The proposed wall concept was explained via photographs of a similar structure in Langford, outside of Victoria.
7. It was suggested that Ministry of Transportation approvals have been obtained. The committee assumes that staff will identify and monitor all and any requirements.

8. The proponent expressed a willingness to hydro-seed suitable vegetation. Members expressed that hydro-seeding is unlikely to provide much other than grasses, and that grasses are not a highly expressed natural feature in this location. Native species such as ferns would be required to be hand planted to reflect the existing vegetation.
9. Irrigation and maintenance. The photos from Langford appeared to show, at age six years, scrubby uneven grass growth. Without maintenance and irrigation, the vegetated wall may revert to grasses. Dried grasses will present a fire hazard in summer as well as being unattractive.
10. Cycling amenity. The roadway is shown on drawings as providing a single 3 metre wide multi-use pathway along one side of the road. Is this sufficient for cyclists as well as pedestrians?
11. Trail handicapped access. Mr. Goodall, Director of Infrastructure Services, mentioned that the present handicapped accessible trail along the East side would be maintained. This is essential.
12. Trail pedestrian access, west side. It was not shown how pedestrian access to the trail system will be arranged on the west side of the creek. This should be required.
13. Roadway leading west. The construction of a roadway will require some form of cut\fill operation. This will present a significant retaining wall to the trail and should also be green planted or screened. At present the existing vegetation in this area is a significant presentation of attractive mature ferns.
14. Tree loss inventory. An inventory of trees to be removed should be taken and a compensating (greater) number of trees and shrubs planted in nearby affected areas to improve sightlines through screening in areas affected by construction of the roadway.
15. Upstream weir. The observation and possibility of erosion and settling of the upstream weir was mentioned as needing study.
16. Noise abatement. How will the roadway noise be controlled and abated to protect the trail amenity value?
17. Guardrails and finishing details. The proponent expressed a willingness to provide suitable, finishing features such as protective barriers, guardrails and fencing. Details should be worked out.
18. Trail disruption. Pedestrian usage of the present trail is of significant value. The proponent mentioned limiting trail closures 'as much as possible'. A specific work plan and schedule should be provided to ensure appropriate communications at trail heads and in the media.
19. Crossing alternatives. This committee has not participated in the development of the Holland Creek Area Plan. It was expressed that alternative routes and options rather than crossing in this location, should be presented and briefly explained in the context of the decision to proceed with this crossing.
20. Re-establishment of vegetation in work areas. No specific vegetative species or components were presented. All areas within the work envelope should be

inventoried and rehabilitated when construction is completed. This information should form part of the work plan and a Landscape Architect should be engaged to provide clear renderings and perspectives of what can be expected including from the viewpoint of trail users.

21. Rushed decision. Members of the committee expressed that in view of the proponents stated desire to start "in six weeks" there is insufficient time to address interests and concerns.

The above portion of this memo is being presented after circulation of a draft to the members of the PRC Advisory Committee for input, however has been prepared by the chair. It is a list of ideas and concerns expressed, not a consensus document.

As requested, a straw poll was sent out to PRC and ADP members over the weekend just past via email, on the question of "Are you in favour of the Holland Creek crossing proposal as presented?".

What follows are responses received and any commentary attached to the response. Not all parties responded.

PRC

As per my last note I vote no crossing at that site and no to this crossing proposal as presented. A compromise might exist though. When the town was working on the water system some heavy equipment went through from the powerline road behind Davis road and that might be able to be used to get emergency access if the other access is blocked. This seemed to be the main stated reason for the crossing. There may be some rule that the fire trucks could not drive on dirt roads otherwise this alternative would save the developer the cost of a crossing and would save the loss of the pristine nature of the park. I recognize that having this access available for emergencies might need a connecting path into the subdivision but it could be gated.

PRC

I am not in favour of the proposal as presented.

I feel that more communication is needed. I feel that options higher up the creek need to be explored.

I also do not understand the necessity to make this decision now.

PRC

In answer to your request for a vote; I will not express a formal vote because to do so would be outside the procedural by-law and also our direction in our terms of reference; but my view is that the proposal, articulated June 7 does not meet the Parks master plan OR the Holland Creek plan.

PRC

Based on my read of the Holland Creek Area Plan that originated in 2000 & went through an extensive public review in 2008, which was then ratified by Council, it is clear that the crossing for the northern access in the plan is where the developer proposes. From that perspective I am commenting on how it can best fit in, as well as minimize the backlash from the public:

Design:

I don't have a strong opinion on option 1 or 2.

The pedestrian underpass(es) should be lighted (safer, people can see what's there before they choose to enter, anyone who wants to sleep there may be dissuaded by the lighting). People who don't want to use the underpass can cross the at grade bridge & there should be path connections from the bridge to south & north side trails.

The terraces should be planted and maintained with forest ferns and other native plantings to somewhat mitigate the man made structure. Hydro seeded grasses are not the solution as others have pointed out.

Staff should work with the developer to soften safety fencing & related/associated infrastructure.

Proper waste disposal infrastructure should be in place like at Mackie & Dogwood dip.

My previous comments stand:

Given the sensitivity of the site, and probably little public understanding of this project, I think a significant effort should be made to engage the public, the trail using community, and the immediate neighbourhood.

I think it would be prudent for Council to consider what trail improvements, or trail expansions are in the works to somewhat offset what people will see as a negative impact to a well-used/ well-loved community amenity.

If growth is fueling the opening of the Holland Creek area, people will want to see what amenities this growth brings, rather than negatives.

The public is going to resist this change & Council & staff need to get ahead of this pushback by acting on the suggestions above.

ADP

I support the crossing proposal as presented and would prefer the two pedestrian tunnel option as I think the open to the creek on one side proposal could present some liability issues. I would also like to see access to the trail from the Colonia side of the bridge

ADP

I'm not happy that we haven't had sufficient time to evaluate this crossing. Bill Eller is almost placing an ultimatum because of his timeline with a Fisheries window. I think we all should have seen something earlier. Some alternatives would have been nice as well, instead of just looking at what Langford did. For this reason I'm not in favour of this proposal as presented.

-End of collected input-

Advisory Committee comments on the Holland Creek Crossing

Summary of Advisory Committee Input	Comments
1. The proposed crossing will greatly affect and diminish the Park amenity and aesthetic value of the trail system.	General input
2. This area of the park is extremely attractive with numerous natural and historic amenities.	General input
3. The committee acknowledges the proponent's expressed efforts to minimize impacts to the trail as the trail serves his development as well as the rest of the town.	General input
4. Although the Holland creek area plan states "Bridge and creek crossing of Holland Creek and Heart Creek shall be designed to respect and harmonize with the natural setting, minimize stream impact, maintain the integrity of the trail system and provide pedestrian access" some members expressed that any crossing in this location will be hard pressed to meet these objectives.	The Holland Creek Local Area Plan has planned for a crossing since 2003. The location was established when Colonia Drive was dedicated and constructed as part of a subdivision in 2008. The Town and the Developer are working towards a crossing that, as much as possible, will meet the criteria in the policy. The developer has taken this policy into account in the type of structure proposed, as well as the development economics for Ladysmith. The Town does not have bridge standards in its Subdivision and Development Servicing Bylaw and we will be using the Canadian Highway Bridge Design Code and MOTI bridge standards. Staff recommend developing a communications plan.
5. Communications. It is anticipated that the public will express interest and concern about this project. A significant communications program should be planned.	Comment
6. Vegetated Retaining Wall concept. The proposed wall concept was explained via photographs of a similar structure in Langford, outside of Victoria.	
7. It was suggested that Ministry of Transportation approvals have been obtained. The committee assumes that staff will identify and monitor all and any requirements.	
8. The proponent expressed a willingness to hydroseed suitable vegetation. Members expressed that hydroseeding is unlikely to provide much other than	The developer offered for the Town to pick its own seed to make sure that there are no invasive species in the mix.

Advisory Committee comments on the Holland Creek Crossing

grasses, and that grasses are not a highly expressed natural feature in this location. Native species such as ferns would be required to be hand planted to reflect the existing vegetation.	
9. Irrigation and maintenance. The photos from Langford appeared to show, at age six years, scrubby uneven grass growth. Without maintenance and irrigation, the vegetated wall may revert to grasses. Dried grasses will present a fire hazard in summer as well as being unattractive.	The Town will require that there be irrigation for the MSE wall to assist with establishing the plants. The developer has indicated a willingness to guarantee MSE irrigation and successful germination into this Fall, with next season negotiable on a co-op basis.
10. Cycling amenity. The roadway is shown on drawings as providing a single 3 metre wide multi-use pathway along one side of the road. Is this sufficient for cyclists as well as pedestrians?	The road cross-section is part of the Town's Subdivision and Development Bylaw and it includes a 3.0 meter multi-use pathway. On-road cycling is allowed. This is a condition of the PLA for the subdivision.
11. Trail handicapped access. Mr. Goodall, Director of Infrastructure Services, mentioned that the present handicapped accessible trail along the East side would be maintained. This is essential.	This is a condition of the PLA for the subdivision.
12. Trail pedestrian access, west side. It was not shown how pedestrian access to the trail system will be arranged on the west side of the creek. This should be required.	This is a condition of the PLA for the subdivision.
13. Roadway leading west. The construction of a roadway will require some form of cut\fill operation. This will present a significant retaining wall to the trail and should also be green planted or screened. At present the existing vegetation in this area is a significant presentation of attractive mature ferns.	This is a condition of the PLA for the subdivision. The Town has standards in the Zoning Bylaw for retaining walls which include stepping back and planting.
14. Tree loss inventory. An inventory of trees to be removed should be taken and a compensating (greater) number of trees and shrubs planted in nearby affected areas to improve sightlines through screening in areas affected by construction of the roadway.	The developer indicated that the minimum number of trees required would be removed as a benefit of the minimal footprint of the proposed structure. The authorization from MOE will also consider impacts on the stream. Information regarding impacts on and replanting riparian vegetation will be part of the Development Permit application.

Advisory Committee comments on the Holland Creek Crossing

15. Upstream weir. The observation and possibility of erosion and setting of the upstream weir was mentioned as needing study.	The project engineer will consider if there is any impact on the design of the proposed crossing.
16. Noise abatement. How will the roadway noise be controlled and abated to protect the trail amenity value?	The developer indicated that the vegetation will help absorb the noise but that he has no other mitigation plans. The road will be build to Town standards.
17. Guardrails and finishing details. The proponent expressed a willingness to provide suitable, finishing features such as protective barriers, guardrails and fencing. Details should be worked out.	PLA condition. Town staff will work with the developer for a solution that is suitable for a road and the location. The developer prefers that these details do not slow down crossing approval.
18. Trail disruption. Pedestrian usage of the present trail is of significant value. The proponent mentioned limiting trail closures 'as much as possible'. A specific work plan and schedule should be provided to ensure appropriate communications at trail heads and in the media.	Staff recommend developing a communications plan.
19. Crossing alternatives. This committee has not participated in the development of the Holland Creek Area Plan. It was expressed that alternative routes and options rather than crossing in this location, should be presented and briefly explained in the context of the decision to proceed with this crossing.	The location of the crossing has been in the Holland Creek Area Plan since 2003 which included community input in its development. Since then the location of Colonia Drive has been established providing the road network into the new subdivision. This new collector road will connect through the development properties to Dogwood Drive.
20. Re-establishment of vegetation in work areas. No specific vegetative species or components were presented. All areas within the work envelope should be inventoried and rehabilitated when construction is completed. This information should form part of the work plan and a Landscape Architect should be engaged to provide clear renderings and perspectives of what can be expected including from the viewpoint of trail users.	The Riparian DP applies to this area and it will guide the appropriate vegetation planting conditions.
21. Rushed decision. Members of the committee expressed that in view of the proponents stated desire to start "in six weeks" there is insufficient time to address interests and concerns.	A subdivision application has been made to the Town for property zoned for single family residential development (R-1). The Town must process applications in a timely manner. A PLA has been issued.

Other comments	
<p>As per my last note I vote no crossing at that site and no to this crossing proposal as presented. A compromise might exist though. When the town was working on the water system some heavy equipment went through from the powerline road behind Davis road and that might be able to be used to get emergency access if the other access is blocked. This seemed to be the main stated reason for the crossing. There may be some rule that the fire trucks could not drive on dirt roads otherwise this alternative would save the developer the cost of a crossing and would save the loss of the pristine nature of the park. I recognize that having this access available for emergencies might need a connecting path into the subdivision but it could be gated. (PRCAC member)</p> <p>I am not in favour of the proposal as presented. I feel that more communication is needed. I feel that options higher up the creek need to be explored. I also do not understand they necessity to make this decision now. (PRCAC member)</p> <p>Based on my read of the Holland Creek Area Plan that originated in 2000 & went through an extensive public review in 2008, which was then ratified by Council, it is clear that the crossing for the northern access in the plan is where the developer proposes. From that perspective I am commenting on how it can best fit in, as well as minimize the backlash from the public: Design: I don't have a strong opinion on option 1 or 2. The pedestrian underpass(es) should be lighted (safer, people can see what's there before they choose to enter, anyone who wants to sleep there may be dissuaded by the lighting). People who don't want to use the underpass can cross the at grade bridge & there should be path connections from the bridge to south & north side trails. The terraces should be planted and maintained with forest ferns and other native plantings to somewhat mitigate the man made</p>	<p>This road is not an emergency access. The primary accesses into this new neighbourhood are from Dogwood Drive and Colonia Drive which has been included in the Town's planning documents since 2003. The crossing needs to connect to Colonia Road as part of the Town's road network. The power line is not owned by the Town nor the developer.</p>
<p>See above.</p>	
<p>The underpasses will be lit. There will be connections to the trail from the road on both sides. The MSE wall will be vegetated with plants appropriate to the environment. Town staff will work with the developer for guard rail solutions that are suitable for a road and the location.</p> <p>Staff recommend developing a communications plan for Trail users.</p> <p>The land is already zoned for the proposed use of a single family residential subdivision. The park land requirement has been met with the additional land added to the Holland Creek Trail by the developer in 2003 which has been enjoyed by the community for the past 15 years.</p>	

Advisory Committee comments on the Holland Creek Crossing

<p>structure. Hydro seeded grasses are not the solution as others have pointed out.</p> <p>Staff should work with the developer to soften safety fencing & related/associated infrastructure.</p> <p>Proper waste disposal infrastructure should be in place like at Mackie & Dogwood dip.</p> <p>My previous comments stand:</p> <p>Given the sensitivity of the site, and probably little public understanding of this project, I think a significant effort should be made to engage the public, the trail using community, and the immediate neighbourhood.</p> <p>I think it would be prudent for Council to consider what trail improvements, or trail expansions are in the works to somewhat offset what people will see as a negative impact to a well-used/well-loved community amenity.</p> <p>If growth is fueling the opening of the Holland Creek area, people will want to see what amenities this growth brings, rather than negatives.</p> <p>The public is going to resist this change & Council & staff need to get ahead of this pushback by acting on the suggestions above.</p> <p>(PRCAC member)</p>	
<p>I support the crossing proposal as presented and would prefer the two pedestrian tunnel option as I think the open to the creek on one side proposal could present some liability issues. I would also like to see access to the trail from the Colonia side of the bridge</p> <p>(ADP member)</p>	<p>Council could choose the two pedestrian tunnel option.</p>
<p>I'm not happy that we haven't had sufficient time to evaluate this crossing. Bill Eller is almost placing an ultimatum because of his timeline with a Fisheries window. I think we all should have seen something earlier. Some alternatives would have been nice as well, instead of just looking at what Langford did. For this reason I'm not in favour of this proposal as presented.</p> <p>(ADP member)</p>	<p>A crossing over Holland Creek to accommodate a road into the Holland Creek development area has been in the plans since 2003. In 2016, a policy with criteria for the crossing was added to the HCLAP. The developer has taken this policy into account in the type of structure proposed, as well as the development economics for Ladysmith.</p> <p>The Town does not have bridge standards in its Subdivision and Development Servicing Bylaw.</p>

Advisory Committee comments on the Holland Creek Crossing

<p><u>Process:</u> Introduce committee review much earlier in the project. It sounds like Bill has been working on this for years and has become frustrated with the time it has taken to move the project forward. I applaud the Town for ensuring it is properly reviewed, yet I sense that at this stage not much can be altered in terms of overall size, style, type of bridge. I would prefer to assist and provide feedback at a concept design stage rather than construction plan stage.</p> <p><u>Bridge type:</u> He presented a two-lane car bridge with a sidewalk on 1-side - is that correct? Is there a lane for bicycle traffic and for separated pedestrian traffic? This bridge is going to connect two subdivisions - does it need to have two lanes - could it not be a single lane bridge with yield to reduce the impact and feel through the park?</p>	<p>The crossing is an extension of Colonia Drive into a new residential subdivision which is part of the Town's road network. This road network has been in the Local Area Plan since 2003 and confirmed by a traffic impact assessment when the Plan was updated in 2016.</p> <p>The road cross-section which was developed in collaboration with the developers in the Holland Creek area has been approved by Council.</p> <p>Council can choose Option 1 or 2 for the pedestrian crossing. The size and lighting of the tunnel have considered CPTED principles.</p> <p>The plantings within the MSE wall will be selected to respect the natural conditions.</p>
<p><u>Pedestrian underpass(es):</u> Should NOT be tunnelled on both sides - should allow pedestrian to walk adjacent to the stream to maintain the natural feel of hiking on Holland Creek Park. As a woman walking in a park there are already safety concerns that need to be taken into consideration - walking under a dark tunnel is not ideal. Would suggest implementing CPTED (Crime Prevention through Environmental Design) standards for design. Link here.</p>	
<p><u>Lack of light under culvert:</u> Would this create a dead zone due to lack of sunlight for the stream and natural vegetation? I believe it would and I also believe that garbage could collect here.</p>	
<p><u>Langford model:</u> Using a model from a 'develop-first environment-second' municipality is a bit worrisome especially when the projects are very different - (no pedestrian underpass, not within an existing park, etc)</p>	
<p><u>Wildlife crossing model:</u> Varied native species (plants, shrubs,</p>	

Advisory Committee comments on the Holland Creek Crossing

<p>trees) - Here is a link to many images of wildlife crossings (humans should be able to have this wild and natural experience too!! especially in a park</p> <p>As presented tonight - I would not approve this two-lane car bridge and I hope this can be brought forward to Council. If the bridge does move ahead as suggested, I would want to be noted as in opposition to the current design. (ADP member)</p>	
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Resolutions from Council's meeting dated June 18, 2018

Holland Creek Crossing

The developer, Mr. Eller, responded to questions from Council regarding the structure and landscaping of the potential crossing.

Moved and seconded:

That Council approve the proposed Holland Creek Crossing with two pedestrian tunnels, subject to:

1. A landscape plan for the bridge structure and area, including native plantings and associated landscape bond
2. Access to the trail at each end of the bridge to facilitate at-grade crossing; and
3. Aesthetic design of the entrance to the pedestrian tunnels in consultation with Town staff.

Motion carried.

Moved and seconded:

That Council:

1. Direct staff to prepare a communications plan regarding the history of the Holland Creek Local Area Plan and construction timing of the Holland Creek Crossing including any temporary trail closures or detours; and
2. Request the developer to host a public open house to present the selected option and details about the project.

Motion defeated unanimously

Moved and seconded:

That Council direct staff to work with the proponent to prepare a communications and engagement plan regarding the history of the Holland Creek Local Area Plan and construction timing of the Holland Creek Crossing, including any temporary trail closures or detours as well as form and character design.

Motion carried.

Frequently Asked Questions

Holland Creek Crossing

October 5, 2018

Q1: Why is the Town allowing a developer to build a crossing over the Holland Creek ravine and trail area?

- The Holland Creek Area Plan, first adopted in 2003 (and renewed in 2016 after extensive public consultation), includes a traffic crossing over Holland Creek from the end of Colonia Drive as part of the overall transportation network.
- The Plan area includes three development parcels zoned for residential and nature park use.
- The traffic assessment for this new neighbourhood of 1000 units concluded that this area should be ultimately served by three accesses – Dogwood Drive, Colonia Drive and Thetis Drive.
- The owner/developer of one of the three parcels of land in the Holland Creek area is working with the Town on plans for a road crossing that would span Holland Creek from the end of Colonia Drive to access his residential development lands on the other side.
- The crossing location at the end of Colonia Drive was established when this road was dedicated as part of a subdivision in 2008. The first phase of the owner/developer's project is for 38 single family residential lots.
- The owner of this parcel has had an easement over Holland Creek and trail to permit road access to be constructed since 2003. Because of the location of the land on the other side of the creek, the easement includes a crossing over the creek.
- As part of an earlier large lot subdivision in 2003, this same owner/developer provided 9.88 ha (24.4 acres) of land to the Town, allowing the Holland Creek trail network to become fully connected on the south side. The community has been enjoying this access for the past 15 years.
- If not for that land acquisition by the Town, today's users of the Holland Creek Trail would be unable to walk from one end of it to the other in an uninterrupted and continuous loop.

Q2: Can Council refuse to allow a crossing to be built over Holland Creek, or request a different type of crossing other than the type proposed by the developer?

- With the establishment of the Holland Creek corridor on the south side of the creek, an easement was granted to provide for a future crossing at this location (the end of Colonia Drive). There were also several other considerations provided to the land owner, such as Parks Development Cost Charge credits as part of the Town's acquisition of land for the trail on the south side of Holland Creek. All of the provisions were agreed to as part of the process that expanded the trail system – after many years, the owner is now exercising his right to complete the crossing.
- Further, the easement agreement does not dictate the type of crossing that the owner is entitled to build.
- The design and construction of the road on the crossing will meet all applicable requirements, including Town of Ladysmith road design standards. The crossing specifications and design will be drawn up by the developer's professional engineers, and must then be reviewed and approved by the Town's own engineering consultants. .

Q3: What is the crossing expected to look like?

- One of the key community objectives identified through many years of public engagement is that if there is to be a crossing over Holland Creek, it should have a minimal impact on the creek and blend into the surrounding forested area as much as possible.
- The developer's proposed crossing design would involve a structure that includes a two-lane road with a multi-use pathway on one side for pedestrians and cyclists, while providing continuous pedestrian trail access where the crossing is located via two pedestrian tunnels under the roadway. These tunnels would connect with the existing trail system.
- At Council's request, the design will include access to the trail on both sides of the creek to facilitate at-grade crossing by way of the road system for those pedestrians who don't wish to use the tunnels.
- Further, the pedestrian tunnel closest to Colonia Drive will be paved in order to make it accessible for mobility aids such as wheelchairs.
- The entire structure would be seeded and planted with a variety of native plantings and vegetation, eventually allowing it to blend into the natural environment when viewed from the walking trail. A landscape bond will be provided to ensure replanting, if needed, during the period while the vegetation is becoming established.

Q4: Does Council have a say on the type of crossing that will be built?

- The proposed crossing fits within the policy parameters of the Holland Creek Local Area Plan, adopted in 2016. The Local Area Plan stipulates the following principle for crossings:

Bridge and creek crossings over Holland Creek and Heart Creek shall be designed to respect and harmonize with the natural setting, minimize stream impact, maintain the integrity of the trail system and provide pedestrian access.

- Council has requested that the developer ensure that one of the walkways is accessible for those with mobility aids. In addition, Council has ensured that the crossing will include an at-grade pedestrian crossing for those who do not wish to use the tunnels.
- Council follows the Town's engineering standards and specifications for new infrastructure which form part of the Town's Subdivision and Development Servicing Bylaw. This covers all infrastructure types such as water, sewer, and roads. Council also had a role in approving the development permit for the project which includes requirements for working in the Holland Creek riparian area.
- Subdivision approval is not a role of Council.

Q5: When will construction on the new crossing start?

- The project was given authorization from the BC Ministry of Environment for instream works, and had to comply with any timing windows for this area (e.g. fisheries). The timing windows have now passed for 2018.
- Further, while the riparian development permit for the project has been approved by the Town, the owner/developer has not yet submitted the detailed engineered drawings for the crossing. No works or site clearing can commence until all plans have been reviewed and approved by the Town's professional engineers, and construction approval has been granted.

Q6: Does the Town have the authority to decide on process and timing of the construction of the Holland Creek crossing?

- The developer must submit engineering drawings to the Town before the next phase in the process can commence. However, as noted, the provincial fisheries window for 2018 has passed, which means that no work to construct the crossing will take place this year.

Q7: What is the Town doing to ensure the least amount of environmental impact and disruption to users of the Holland Creek Trail system?

- It is our commitment to ensure that the crossing has minimal short and long term impacts on the community and trail users.

- Holland Creek and the trail area fall within the Town's Riparian Development Permit Area 6. This means that the Town has to issue a development permit to enable land alteration and construction to commence. Other conditions also apply regarding engineered design of the road system and crossing. The Riparian Development permit was approved by Council on August 20, 2018.
- We've also brought this matter before the Town's Parks, Recreation and Culture Advisory Committee and our Advisory Design Panel for input.
- Council considered this input and approved the crossing of Holland Creek with two pedestrian tunnels, subject to the following direction, at its June 18, 2018 meeting:
 - A landscape plan for the crossing structure and area, including native plantings and associated landscape bond;
 - Access to the trail at each end of the crossing to facilitate at-grade crossing; and
 - Aesthetic design of the entrance to the pedestrian tunnels in consultation with Town staff.
- The landscape plan was provided as part of the Riparian Development Permit application and approved by Council on August 20, 2018.
- The Riparian Development Permit includes requirements for ongoing environmental monitoring throughout the project from start-up to completion, including time to allow for the plantings to be established. Council has required a \$50,000 landscape bond as a condition of issuing this permit.
- The detailed engineering drawings will show the access to the trail at each end of the crossing to facilitate at-grade crossing. This is part of the subdivision approval process, along with the aesthetic design of the entrance to the pedestrian tunnels.

Q8: Will there be any pedestrian improvements to Colonia Drive or Malone Road as traffic increases in this area?

- The Town is proposing to complete the sidewalk along the east side of Colonia Drive, as well as along the south side of Malone Road.
- This project is part of the Town's proposed Development Cost Charges (DCC) program which is funded in part through contributions by developers when they are subdividing land or constructing multiple-family residential, commercial, industrial or institutional projects.
- DCC funding is an important source of revenue to fund these proposed improvements.