

# Request for Decision



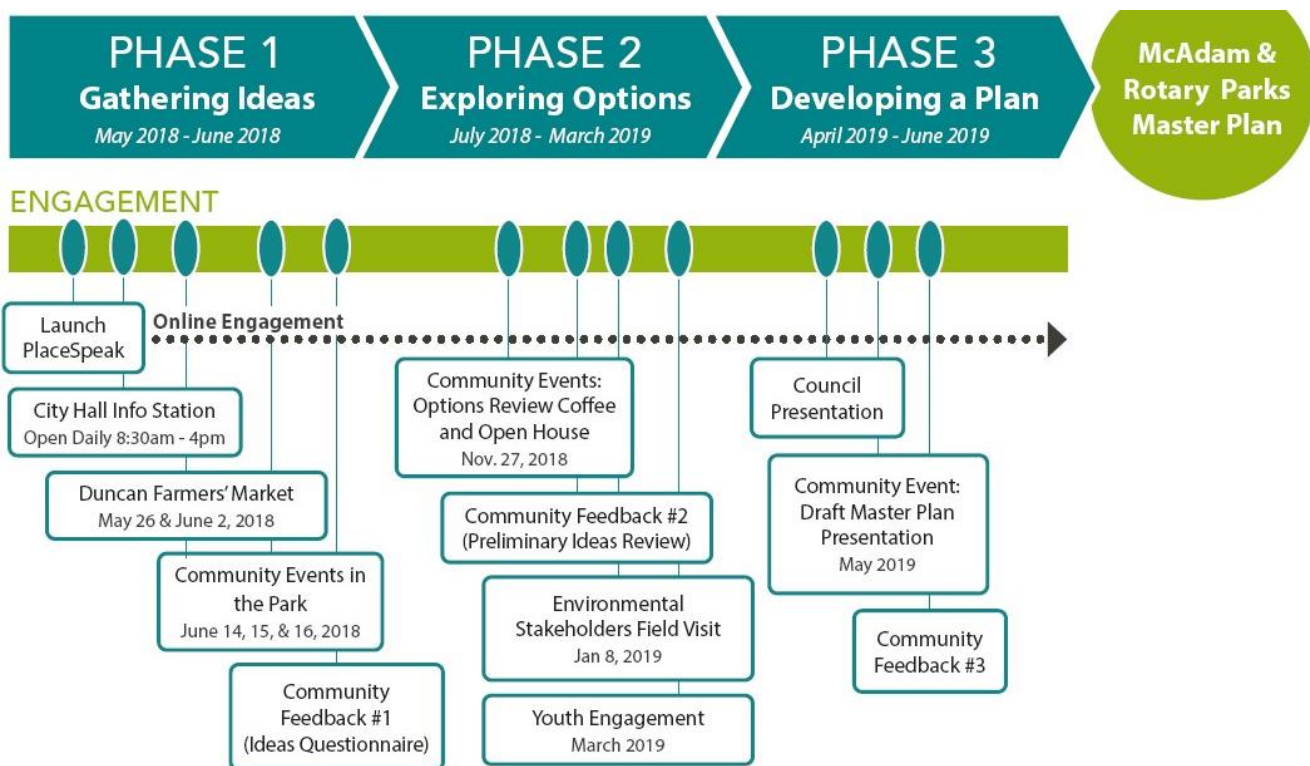
**To:** Peter de Verteuil, CAO **File No:** 6520  
**Meeting Date:** August 17, 2020 **Submission Date:** August 10, 2020  
**From:** Michelle Geneau, Manager of Planning  
**Reviewed By:**  
**Subject:** McAdam & Rotary Parks Master Plan – Draft Plan for Public Review

## RECOMMENDATION:

**That Council receive the August 2020 draft McAdam and Rotary Parks Master Plan for information;**  
**And that Council direct staff to seek public feedback on the draft plan.**

## BACKGROUND:

The draft McAdam and Rotary Parks Master Plan (Appendix A) is now available for public review. In June 2018, Lanarc Consultants was awarded the contract to engage the community to develop a master plan for McAdam and Rotary Parks. An Information Report (Appendix C) was presented to Council on June 3<sup>rd</sup>, 2019, with the Phase 2 Community Input Summary (Appendix B) and confirmation of Phase 3 of the process. The following graphic depicts the plan process:



**Plan Process**

## **ANALYSIS:**

### **Phase 3 Engagement**

A draft of the plan was received in April 2019; however, the staff review was delayed by the volume of development enquiries and approvals, and staff turnover. More recently, COVID-19 resulted in a delay for refinement of the plan with the consultant. The draft was also reviewed by consulting biologists assisting the City and other partners on natural areas (fish habitat) restoration.

#### Online Engagement - PlaceSpeak

With the current restrictions on in-person gatherings due to the COVID-19 pandemic, web-based feedback is proposed as the primary engagement vehicle, along with some limited, safe, outdoor engagement opportunities. Staff propose to post the draft plan, along with explanatory information and excerpts of maps and other graphics from the plan, to the existing PlaceSpeak page ([placespeak.com/mcadam](https://placespeak.com/mcadam)). The link to the PlaceSpeak page will be posted on the City website and Facebook page. Current subscribers to the PlaceSpeak topic, people who have requested to join the McAdam and Rotary Parks Plan email list, and people who signed up for City of Duncan website notifications will receive notice of the update to the PlaceSpeak page. Planning staff will also reach out to stakeholders and distribute the plan internally to other departments for review.

Similar to the draft Cairnsmore Neighbourhood Plan, discussion questions and an online survey will be utilized on PlaceSpeak to gather feedback (with paper copies of the survey available by request). An overview video of the key plan components will be posted. Feedback will be analyzed by staff and the consultant to further refine the plan, with the final plan expected to be presented to Council for adoption in late Fall 2020.

#### Signs

The signs used for previous phases of the plan can be repurposed with information on how to view the draft plan.

#### City Hall

The draft plan and background information will be available for public loan at City Hall and residents can contact staff to discuss the plan over the phone or arrange an in-person discussion.

#### Open House

Previously, an open house was proposed to take place at City Hall for Phase 3 of the public engagement, to gather community feedback. Due to physical distancing restrictions, staff propose holding two outdoor 'open house' events at different times of the day at McAdam Park and/or Rotary Park in September. This format will allow community residents and park users to provide comments on the draft plan. The details and dates will be forthcoming.

Appendix D of this report is the Public Engagement Planning Form, following the recently adopted Public Engagement Policy.

### **Draft Plan Components**

The draft document begins with background information on the history, context, existing park elements, key challenges, and park users and activities. Building on the information received during Phases 1 and 2 of the engagement (see further details on the engagement activities in Appendices B and C), the draft plan includes a guiding Vision and Guiding Principles for the parks, followed by with Objectives and Recommended Actions for park improvements to help attain the Vision over time.

The Master Plan is organized into four key zones (Map 7, p. 40): the Upland Zone, the Lowland Zone, the Riparian Zone and Natural Areas, and Circulation. Maps, figures, photos of existing park elements and photo examples of potential improvements are included throughout the plan.

The draft McAdam and Rotary Parks Master Plan Vision (Section 4.1.1, p. 37) is:

Located on the Cowichan River, McAdam and Rotary Parks are Duncan’s riverfront parks, offering something for everyone to enjoy. They continue to be a natural respite within the city, providing protected and enhanced areas for salmon and a range of plant and animal species. With safe, accessible trails for runners, walkers, cyclists, and dog-walkers; inviting views of the river; family friendly amenities; and active sports fields, the parks are year-round destinations for residents and visitors alike.

The four Guiding Principle categories (Section 4.1.2, p. 38; with a list of principles within each category) include:

- Protect and restore natural areas and riparian ecosystems
- Improve safety
- Increase trails and accessibility
- Upgrade and integrate recreational amenities

Following the Guiding Principles are the Master Plan Zones (Section 4.2, p. 40), with a section for each zone which includes a list of Issues and Opportunities as well as a list of Objectives.

In the introduction to the Recommendation section (Section 5, starting p. 51), maps of the Master Plan Concept and Circulation Concept are provided with explanatory legends, and additional themed diagrams and maps throughout the section. Each numbered action on the Concepts and their legends corresponds with a Recommendation section organized by each zone. Each recommendation sub-section, includes a list of Recommended Actions in a table including time frame, cost range, and implementing organizations.

### Final Refinements and Adoption

After gathering feedback through the methods described in this report, staff will work with the consultant to make final revisions to the plan prior to presenting the final plan to Council for adoption. Implementation of the plan will include projects, partnership development and may require Official Community Plan (OCP) updates related to the plan (i.e. mapping and Development Permit Area Guidelines).

### IMPLICATIONS:

- |                               |   |
|-------------------------------|---|
| <b>Financial:</b>             | The contract value for this project was originally \$39,791 over 2018 and 2019. In 2019 a change order increased the budget to \$45,500 to account for additional services related to Phase 2 Engagement and Phase 3 draft development.   |
| <b>Policy/Legislation:</b>    | Section 9.6 of the OCP, Parks, Open Spaces and Recreation Policies support the development and implementation of this plan.   |
| <b>Strategic Priority:</b>    | Relates to Priority #2 “Ensure zoning and policies are consistent with the Strategic Plan & OCP”, Priority #4 “Ensure City assets are maintained” , Priority #8 “Increase Partnerships and Connections with the Community and Neighbouring Jurisdictions” and Priority #11 “Ensure decisions are made with regard to sustainability”. |
| <b>Sustainability:</b>        | The McAdam and Rotary Parks Master Plan implements the directives of the Integrated Community Sustainability Plan.  |
| <b>Communication:</b>         | Outlined in the report.   |
| <b>Staffing Implications:</b> | Planning staff will manage the completion of the project with the assistance of the consultants and will consult with other departments on implementation of the plan.  |

**ALTERNATE OPTION:**

1. **That Council receive the August 17<sup>th</sup>, 2020 draft McAdam and Rotary Parks Master Plan for information;  
And That Council refer the draft McAdam and Rotary Parks Master Plan to a future Committee of the Whole meeting for discussion prior to seeking public feedback.**

**APPENDICES:**

- Appendix A: Draft McAdam and Rotary Parks Master Plan**
- Appendix B: Phase 2 Public Engagement Summary**
- Appendix C: Information Report 2020-06-03**
- Appendix D: Public Engagement Planning Form**