

Appendix A: Project Phasing

Parks and Recreation Master Plan Implementation Strategy

Recommendation #	PRMP Section	Description	Costs (Over 3 Years)	
Completed				
New	Outdoor Recreation	Park Design + Development	Crown Isle 150-yr Grove to be renamed Stan Hagan Nature Park	N/A
3.2.2	Outdoor Recreation	Park Design + Development	Conduct a Park Plan for McPhee Meadows (concept design complete)	N/A
4.1.1	Indoor Recreation	Indoor Recreation Facilities	Undertake a security analysis for the Lewis Centre	N/A
4.1.9	Indoor Recreation	Indoor Recreation Facilities	Provide air conditioning in the old section of the Lewis Centre as a high priority	N/A
4.2.1	Indoor Recreation	Programs + Services	Prepare a comprehensive policy to guide decision-making in setting fees and charges for all programs and services	N/A
In Progress				
3.2.1 New	Outdoor Recreation	Park Amenities	Create park amenities design standards	\$50,000
3.2.2	Outdoor Recreation	Park Design + Development	Conduct a Park Plan for McPhee Meadows	\$55,600
3.3.2	Outdoor Recreation	Park Amenities	Explore opportunities to collaborate with the School District on school site improvement projects that can also serve the community, e.g., playgrounds, synthetic or sports fields	Low
3.3.3	Outdoor Recreation	Park Amenities	Work with others in the region to explore potential locations for new sports amenities, e.g., ball diamond complex, synthetic turf field, pickleball courts	N/A (CVRD)
3.3.4	Outdoor Recreation	Park Amenities	Explore opportunities for sports field users to expand their hours of use, e.g., to Friday evening and weekends	\$35,000
3.4.2	Outdoor Recreation	Trails	Work with other jurisdictions in the Comox Valley on major trail networks to achieve active transportation, recreation and tourism opportunities	Low
3.4.7	Outdoor Recreation	Trails	Continue improving and expanding trails as per Master Plan Figure 3.6 - Short Term - (Dingwall Hill to North Island College, Valley View Greenway - Lower, Rotary Trail to Puntledge River, Courtenay Riverway south to Beechwood)	High
4.1.3	Outdoor Recreation	Outdoor & Indoor Recreation Facility	Plan for the short-term operation and long-term replacement of the outdoor pool with a communications and engagement process	\$50,000
4.1.6	Indoor Recreation	Indoor Recreation Facilities	Collaborate with the CVRD, Comox and Cumberland to identify opportunities for new sports facilities, including indoor pickleball court needs	Low
4.1.8	Indoor Recreation	Indoor Recreation Facilities	Revise the current method of collecting data on spaces and hours used in the facilities	N/A
4.2.3	Indoor Recreation	Programs + Services	Work with the CVRD to determine the feasibility of a "one pass" system	N/A
4.4.1	Indoor Recreation	Culture	Support the development of a Strategic Cultural Plan led by Courtenay and including regional partners	\$100,000
Ongoing				
3.1.3	Outdoor Recreation	Parkland Supply	In neighbourhoods deficient in active parkland, explore opportunities to add amenities within linear parks and greenspace	Low
3.1.6	Outdoor Recreation	Parkland Supply	Pursue acquisition of new or expanded community parks, neighbourhood park, and linear parks in the existing developed area	High
3.1.7	Outdoor Recreation	Parkland Supply	Encourage developers to provide for parks that meet needs of future residents as per the PRMP.	N/A
3.1.8	Outdoor Recreation	Parkland Supply	Establish future natural parks per listed criteria	Low
3.1.10	Outdoor Recreation	Parkland Supply	Work with School District to explore opportunities to establish City parks on any closed school sites	Low
3.2.1	Outdoor Recreation	Park Design + Development	Apply the listed design guidelines to the design of new and upgraded parks	N/A
3.2.6	Outdoor Recreation	Park Design + Development	Work on improving neighbourhood parks as opportunities arise. Plan for one neighbourhood park to be improved annually.	High
3.2.7	Outdoor Recreation	Park Design + Development	Work on improving natural areas and green spaces in collaboration with partners as opportunities arise. Plan for one natural area and one green space to be improved annually (see 3.2.3 for Phasing).	Low
3.3.1	Outdoor Recreation	Park Amenities	Establish replacement cycles for park amenities as part of asset management	N/A
3.3.7	Outdoor Recreation	Park Amenities	Support groups interested in developing more community gardens	Low
3.3.11	Outdoor Recreation	Park Amenities	Add and upgrade an average of one playground annually	High
3.3.11	Outdoor Recreation	Park Amenities	Add and upgrade picnic tables and benches in parks and along trails as per defined service level standards	Low
3.3.11	Outdoor Recreation	Park Amenities	Add and upgrade Washrooms	Medium
3.4.1	Outdoor Recreation	Park Design + Development	Coordinate among City departments to plan for connectivity of pedestrian and bicycle networks and extension of key corridors	(referred to PWS Transportation)
3.4.5	Outdoor Recreation	Trails	Apply the design trail design guidelines to design of new and upgraded trails	Low
3.4.6	Outdoor Recreation	Trails	Strive to acquire sufficient corridor widths for Linear Parks to provide a trail user experience befitting the trail	Low
3.4.8	Outdoor Recreation	Trails	Add amenities (signs, benches, waste bins) along linear parks as use increases	Low
4.1.7	Indoor Recreation	Indoor Recreation Facilities	Support the CVRD in exploring opportunities and options for a possible indoor tennis facility	Low
4.2.2	Indoor Recreation	Programs + Services	Review programs regularly to ensure they are meeting the needs of participants and are the best use of the space	N/A
4.2.4	Indoor Recreation	Programs + Services	Review opportunities to offer more lower or no-cost activities	N/A

4.2.5	Indoor Recreation	Programs + Services	Work with the School District to increase access to school facilities after hours	Low
4.2.6	Indoor Recreation	Programs + Services	Work with community agencies to take programs out to community locations	Low
4.2.7	Indoor Recreation	Programs + Services	Pursue partnerships with non-profit and private sector organizations to expand sport and physical activity options	Low
Short Term (1 - 3 Years)				
3.1.1	Outdoor Recreation	Parkland Supply	Establish the following as guidelines for acquisition of active parkland - community parks 1.2 ha/1000 population and neighborhood parks 0.5 ha/1000 population (Parkland Acquisition Study)	\$75,000
3.1.2	Outdoor Recreation	Parkland Supply	Establish guidelines for acquiring community and neighbourhood parks in new developments	N/A
3.1.4	Outdoor Recreation	Trails	Amend existing bylaws to require trail connections within developments to be designated as "highway" instead of linear parks	N/A
3.1.9	Outdoor Recreation	Parkland Supply	Identify potential park sites for disposition in exchange for acquisition of higher value parkland	N/A
3.2.2	Outdoor Recreation	Park Design + Development	Conduct a Park Plan for Bill Moore Park / Dogwood Park	\$75,000
3.2.3	Outdoor Recreation	Park Design + Development	Conduct a Park Plan for Lewis Park/Simms Millenium Park	\$100,000
3.2.2	Outdoor Recreation	Park Design + Development	Conduct a Park Plan for Harmston Park	\$75,000
3.2.2	Outdoor Recreation	Park Design + Development	Conduct a Park Plan for Riverside Park	\$75,000
3.2.3	Outdoor Recreation	Park Design + Development	Conduct a Park Management Plan for Vanier Nature Park	\$25,000
3.2.5	Outdoor Recreation	Park Design + Development	Work on improving community parks as opportunities arise, per Park Plans - McPhee Meadows (detailed design and construction)	\$4,291,400
3.2.5	Outdoor Recreation	Park Design + Development	Work on improving community parks as opportunities arise, per Park Plans - Bill Moore Park / Dogwood Park	\$1,000,000
3.2.5	Outdoor Recreation	Park Design + Development	Work on improving community parks as opportunities arise, per Park Plans - Harmston Park	\$750,000
3.3.5	Outdoor Recreation	Park Amenities	Establish a new location for tennis, pickleball, and/or shared tennis/pickleball courts	\$50,000
3.3.8	Outdoor Recreation	Park Amenities	Work with youth to identify needs related to youth parks, e.g., a skate park in West Courtenay, neighbourhood level bike skills park	\$25,000
3.3.11	Outdoor Recreation	Park Amenities	Add/upgrade an average of one playground annually (approx \$500,000 per year)	\$1,500,000
3.3.11	Outdoor Recreation	Park Amenities	Add and upgrade sports fields (for population growth)	\$500,000
3.3.11	Outdoor Recreation	Park Amenities	Add and upgrade pickleball and tennis courts	\$300,000
4.1.2	Indoor Recreation	Indoor Recreation Facilities	Conduct a long-range facility needs analysis for the Lewis Centre	\$100,000
4.1.4 + 4.1.5	Indoor Recreation	Indoor Recreation Facilities	Undertake a parking and facility expansion study of the Florence Filberg Centre	\$75,000
4.3.1	Indoor Recreation	Programs + Services	Prepare a strategy for City hosting and supporting of events (referred to Strategic Cultural Plan)	\$25,000
4.3.2	Indoor Recreation	Programs + Services	Prepare a comprehensive Special Events Policy based on the event strategy (referred to Strategic Cultural Plan)	\$25,000
4.4.2	Indoor Recreation	Indoor Recreation Facilities	Undertake a facility utilization study for the building housing the Art Gallery (referred to Strategic Cultural Plan)	\$25,000
Medium Term (4 - 6 Years)				
3.1.5	Outdoor Recreation	Parkland Supply	Establish a zone for Parks in the Zoning Bylaw, and zone all new parks accordingly	Low
3.2.2	Outdoor Recreation	Park Design + Development	Conduct a Park Plan for Puntledge Park	Low
3.2.2	Outdoor Recreation	Park Design + Development	Conduct a Park Plan for Woodcote Park	Low
3.2.2	Outdoor Recreation	Park Design + Development	Conduct a Park Plan for Standard Park	Low
3.2.3	Outdoor Recreation	Park Design + Development	Conduct a Park Management Plan for Hurford Hill Nature Park	Low
3.2.5	Outdoor Recreation	Park Design + Development	Work on improving community parks as opportunities arise (capital development), per Park Plans - Lewis Park/Simms Millenium Park, Bill Moore & Dogwood Park, Harmston Park, Riverside Park	High
3.3.11	Outdoor Recreation	Park Amenities	Add two dog off-leash areas, one on each side of the City	Medium
3.3.11	Outdoor Recreation	Park Amenities	Add and upgrade an average of one playground annually	High
3.3.11	Outdoor Recreation	Park Amenities	Add and upgrade skate park and/or add bike skills or other youth amenities	High
3.4.7	Outdoor Recreation	Trails	Continue improving and expanding trails as per Master Plan Figure 3.6 - Medium Term- (Lawrence Burns Park to Courtenay River, Simms Park to West Courtenay, 5th Street Bridge, Courtenay Riverway south to regional district trail)	High
4.1.10	Indoor Recreation	Indoor Recreation Facilities	Review and fix Wi-Fi and HVAC issues at the LINC (complete) and explore options for expanding skatepark (medium term)	Medium
Long Term (7 - 10+ Years)				
3.2.2	Outdoor Recreation	Park Design + Development	Conduct a Park Plan for Airpark, Sky Park, and Rotary Park	Medium
3.2.2	Outdoor Recreation	Park Design + Development	Conduct a Park Plan for Martin Park	Low
3.2.2	Outdoor Recreation	Park Design + Development	Conduct a Park Plan for Valley View Park	Low
3.2.3	Outdoor Recreation	Park Design + Development	Conduct a Park Management Plan for Lerwick Nature Park	Low
3.2.3	Outdoor Recreation	Park Design + Development	Conduct a Park Management Plan for Sandwick Park	Low
3.2.3	Outdoor Recreation	Park Design + Development	Conduct a Park Management Plan for Millard Creek Park	Low

3.2.3	Outdoor Recreation	Park Design + Development	Conduct a Park Management Plan for Condensory Park	Low
3.2.3	Outdoor Recreation	Park Design + Development	Conduct a Park Management Plan for Tarling Park	Low
3.2.3	Outdoor Recreation	Park Design + Development	Conduct a Park Management Plan for Roy Morrison Creek Park	Low
3.2.4	Outdoor Recreation	Park Design + Development	Crown Isle Park – Assess future needs depending on the development proposed in the surrounding area	Low
3.2.5	Outdoor Recreation	Park Design + Development	Work on improving community parks as opportunities arise, per Park Plans - Puntledge Park	High
3.2.5	Outdoor Recreation	Park Design + Development	Work on improving community parks as opportunities arise, per Park Plans - Airpark, Marina Park, and Skypark	High
3.2.5	Outdoor Recreation	Park Design + Development	Work on improving community parks as opportunities arise, per Park Plans - Martin Park	Medium
3.2.5	Outdoor Recreation	Park Design + Development	Work on improving community parks as opportunities arise, per Park Plans - Woodcote Park	High
3.2.5	Outdoor Recreation	Park Design + Development	Work on improving community parks as opportunities arise, per Park Plans - Standard Park	Medium
3.2.5	Outdoor Recreation	Park Design + Development	Work on improving community parks as opportunities arise, per Park Plans - Valley View Park	High
3.3.6	Outdoor Recreation	Park Amenities	Consider adding lights to sand volleyball courts at Standard Park and providing additional courts, potentially at Bill Moore Park	Medium
3.3.9	Outdoor Recreation	Park Amenities	If a group is interested in developing a disc golf course, work with them to identify an appropriate location and provide assistance as needed	Low
3.3.11	Outdoor Recreation	Park Amenities	Add and upgrade an average of one playground annually	High
3.3.11	Outdoor Recreation	Park Amenities	Outdoor Exercise Equipment (East Courtenay)	Medium
3.4.4	Outdoor Recreation	Park Design + Development	Conduct a detailed study of linear parks to determine needs for upgrading, new infrastructure, or land disposition as appropriate	Low
3.4.7	Outdoor Recreation	Trails	Continue improving and expanding trails as per Master Plan Figure 3.6 - Long Term - (Valley View Greenway - Upper, Lewis Park North Entrance, Anderton Avenue to 5th Street Bridge, 6th Street Pedestrian Bridge, Cumberland Road to Krebs/Larsen Park, Cumberland Road, 29th Street)	High
4.1.11	Indoor Recreation	Indoor Recreation Facilities	Upgrade and expand the Lewis Centre over time, including the parking area	High
4.1.12	Indoor Recreation	Indoor Recreation Facilities	Partner with regional partners in the development of indoor facilities for pickleball and tennis	High