

**Capital Regional District  
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission  
Minutes of a meeting held Tuesday, January 24, 2012  
Juan de Fuca Electoral Area Office, #2 – 6868 West Coast Road, Sooke, BC**

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*Mission Statement:*

*“The Juan de Fuca Electoral Area Parks Commission is responsible for the acquisition, development, operation, preservation and maintenance of parks in the Juan de Fuca Electoral Area for our present and future residents.”*

Present: Commissioners L. Paterson (Chair), K. Douch (Vice Chair), A. Boquist, V. Braunschweig  
L. Deutscher, S. Jorna, B. Mark, W. Vowles (Alternate Director)  
Absent: I. Von Schuckmann  
Staff: R. Hamilton, Parks and Recreation Manager; J. Klassen, Local Area Planning Manager;  
W. Miller, Recording Secretary  
Public: 2  
Press: 0

**1. CALL TO ORDER**

The meeting was called to order at 5:16 pm.

**2. ELECTIONS**

The Manager called for nominations for the position of Chair of the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission for 2012 and Commissioner Paterson's name was put forward. The Manager called two times for further nominations and, as there was none, Commissioner Paterson was declared Chair.

The Manager called for nominations for the position of Vice Chair of the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission for 2012 and Commissioner Douch's name was put forward. The Manager called two times for further nominations and, as there was none, Commissioner Douch was declared Vice Chair.

**3. APPROVAL OF THE AGENDA**

The Alternate Director advised that he had information on the Wieland Road proposal.

**MOVED** by Commissioner Douch, **SECONDED** by Commissioner Mark that the agenda be approved. **CARRIED**

**4. APPROVAL OF THE MINUTES OF DECEMBER 24, 2011**

**MOVED** by Commissioner Jorna, **SECONDED** by Commissioner Deutscher that the minutes of December 24, 2011 be approved as presented. **CARRIED**

**5. CHAIR'S REPORT**

The Chair spoke to the passing of Bob Clark, advising that the past Regional Director was instrumental in obtaining Otter Point Park. A service is scheduled for Tuesday, January 31 at 2:00 pm at the Sooke Royal Canadian Legion.

Commissioners forwarded comments supporting recognizing Bob Clark's contributions to the community.

**MOVED** by Commissioner Deutscher, **SECONDED** by Commissioner Braunschweig that the Commission support investigating acknowledgment options. **CARRIED**

**6. DIRECTOR'S REPORT**

The Alternate Director welcomed the membership to the new term.

**7. DELEGATION**

**8. STAFF REPORT**  
**a) Staff News**

Business Case – Establishment of a New Service for Community Parks

The Manager advised that the current property value tax and maximum levy for the community parks program has been in place for the past 23 years. The levy can no longer accommodate annual increases in the cost of contracts, goods and services and salaries while providing a viable, sustainable park program. The Manager is seeking approval for a new service bylaw and maximum tax levy that will adequately support the development and operational needs of the park program for the coming years. A meeting with the Regional Director, General Manager and Senior Financial Analyst will be scheduled to review the business case.

Playground Equipment, The Park in Port Renfrew

A contract has been let to make necessary alternations to those pieces of playground equipment that had safety and liability risks identified in the Travellers Insurance Report. Costs will be covered by CRD Risk, Real Estate and Facility Management.

Port Renfrew Community Hall – Operating Committee

The Chair of the Port Renfrew Recreation Centre Operating Committee, Loretta Rose Deutscher, has requested a leave of absence from her duties. She has agreed to remain as a member of the Committee, and will resume her duties as Chair when able. Mr. Roy McIntyre (Treasurer and Secretary) has agreed to be Acting Chair, and has been appointed as such by the Regional Director.

The renovations to the building will be completed by the end of the month, including opening of the shear wall to accommodate larger community events.

Port Renfrew Recreation Centre Operating Committee – Terms of Reference

The Committee has been in operation since approximately May 2011. With experience to date, the membership has made recommendation to update the Committee's Terms of Reference. Key change is the change from 7 to 5 members, allowing for a quorum of 3 as the Committee has had difficulties meeting a quorum of 4.

Upon enquiry, the Manager advised that hall revenue cannot be directed towards the park program. The Manager clarified that any revenue/funds generated by the hall are directed back to the CRD to offset operating support costs. It was confirmed that any contracts outside of the established rental fee schedule are approved and coordinated by the Manager.

**MOVED** by Commissioner Braunschweig, **SECONDED** by Commissioner Jorna that the Commission recommend approval of the Terms of Reference for the Port Renfrew Recreation Centre Operating Committee as amended. **CARRIED**

Kemp Lake Foreshore Access

The Manager spoke to the public information meeting scheduled for Wednesday, February 8, from 4:00 pm to 8:00 pm at the Otter Point Fire Hall to present the draft Kemp Lake Angling Infrastructure Improvement Proposal. Participants will be able to review the report, ask questions and make comments on the proposal. Emma Taylor, Local Area Planner; the Manager; Scott Sylvestri, Ministry of Forests, Lands and Natural Resource Operations; and Michelle Kehler, Habitat Conservation Trust Foundation will be available to describe the proposal and answer questions. Meeting information has been forwarded to OPSRRA and posted to the JdFEA Parks and Recreation website. The Manager noted that Kemp Lake Waterworks has forwarded a letter of support.

Commission comment was forwarded questioning the need for a railing on the proposed dock. The Manager advised that the design drawings are conceptual and open to suggestion.

CRD Regional Parks – Jordan River Lands

The Local Area Planning Manager advised that Regional Parks has relayed tentative interest in holding a meeting on February 22 in Shirley and February 23 in Victoria regarding lands held in Jordan River.

At this time, the Manager advised that he will be unavailable from February 18 to April 1, 2012. The February meeting is at the call of the Chair. A member forwarded support for proceeding with the regularly scheduled monthly meeting. The Manager advised that the Local Area Planning Manager and a manager from Regional Parks can be made available if required.

**9. CORRESPONDENCE**

**10. NEW BUSINESS**

**11. UNFINISHED BUSINESS**

**a) Stewardship Agreements (Seagirt Ponds/Copper Mine)**

Commissioner Braunschweig reported that the papers to register the society for Copper Mine Park are nearing completion. The pending society will endeavour to file the required papers and meet with the Manager prior to his leave.

**b) Wieland Road Access – Statutory Right of Way Proposal**

The Alternate Director advised that he spoke to the property owner adjacent to the break in the MoTI Wieland Road access. The owner has indicated continued support for a SRW. The Manager will contact the property owner directly upon his return.

A member forwarded support for preparing for any riparian permits required. The Local Area Planning Manager noted that any proposal to rezone can include amenity considerations.

**12. QUESTION PERIOD**

**13. NEXT MEETING**

February meeting at the call of the Chair.

**14. MOTION TO MOVE IN CAMERA**

It was **MOVED** and **SECONDED** that the meeting adjourn to conduct an in camera meeting in accordance with the Community Charter, Section 90 (1) (e) *Acquisition, disposition or expropriation of land or improvements*. **CARRIED**

The in camera meeting commenced at 6:00 pm and adjourned at 8:10 pm.

**15. RISE AND REPORT**

**a) Subdivision Referral S-03-11 (Three Point Properties – Port Renfrew)**

That the motion of December 14, 2011 regarding subdivision application S-03-11 (Three Point Properties – Port Renfrew) be withdrawn.

That that the Commission recommend cash in lieu of park land for subdivision application S-03-11 (Three Point Properties – Port Renfrew).

**16. ADJOURNMENT**

The meeting adjourned at 8:10 pm.