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**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, September 25, 2012, at the Juan de Fuca Electoral Area Office, #2 – 6868
West Coast Road, Sooke, BC**

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

The meeting was called to order at 5:02 p.m.

1. Approval of the Agenda

MOVED by Commissioner Deutscher, **SECONDED** by Commissioner Jorna that the agenda be approved. **CARRIED**

2. Adoption of the Minutes from the Meeting of June 26, 2012

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Douch that the minutes from the meeting of June 26, 2012 be adopted as presented. **CARRIED**

3. Chair's Report

4. Director's Report

5. Delegation

a) Local Area Planning – Proposed Subdivisions S-07-12 and S-08-12 (Brotherstone – West Coast Road at Sheringham Point)

J. Klassen spoke to the two subdivision applications proposing a total of eleven lots. Due to the size of lots proposed, park dedication is not triggered.

At this time, J. Klassen responded to a Commissioner questioning the motion passed at the June 26 meeting regarding the Brown's Mountain subdivision (S-05-12). J. Klaseen advised that the developer was provided a map clarifying the location of the requested 2 m wide shoulder. J. Klassen advised that the proposal has yet to receive preliminary layout approval (PLA) from the Ministry of Transportation and Infrastructure (MOTI). The PLA will note conditions of subdivision including park dedication requirements.

6. Staff Reports

a) Staff News

Three Point Properties, Port Renfrew

Further to the site visit on June 18 and discussions with Ben Mycroft regarding the park plan for the development area, R. Hamilton spoke to the proposed trail locations and protected areas. R. Hamilton directed attention to the map showing proposed trail

routes developed and supported by the Commission. Mr. Mycroft has indicated support for the proposed trail routes, with exception of the waterfront trail. This will require support directly from Pacific Gateway Marina who hold the road easement.

A Commissioner questioned whether consideration had been given to connecting the existing footpath on the west end of Wickanninish Road to the proposed trail route. R. Hamilton advised that he will forward the suggestion to the new contact for development of the park plan.

J. Klassen spoke to mapping, identifying the lots that will trigger the Memorandum of Understanding. It was advised that the proposed marina site will need to be rezoned as current zoning only permits private boat docks. Accessing the road easement and connecting to the trail route can be considered at rezoning. CRD Risk Management is assessing Lot 64 (CRD). The feasibility of establishing a trail route to the beach through Lot 64 (CRD) will be considered as part of this assessment.

Finalizing the park plan including surveying all trail right-of-ways or easements will proceed once Three Point Properties is ready to progress with development plans.

A Commissioner relayed resident concerns regarding reports of clear cutting, damage to culturally modified trees and osprey habitat. J. Klassen advised that such concerns should be forwarded to Planning so staff can contact the appropriate authority. It was noted that residential zoning allows for lot preparation.

Eaglecrest Park Trail Development

R. Hamilton spoke to photos showing the new trail through the park. A rest area was developed at the end of the trail for use by hikers and equestrian users, and the trail head has been enhanced with split rail fencing. The Friends of Eaglecrest Society will continue to maintain and groom the new trail. There may be opportunity to consider a loop trail in future and connecting to adjacent parcels should a development proposal proceed.

Seagirt Ponds

R. Hamilton advised that planned improvements to the park were completed on July 13. Improvements included a small gravel parking lot, new gravel trail and improvements to the existing trail to address drainage. A meeting was held on July 25 with residents from Seagirt Road regarding the work and interest in re-establishing the Seagirt Ponds Preservation Society. All participants at the meeting expressed a willingness to join the society and participate in a Stewardship Agreement with the CRD. There was also input regarding opportunities to inform the public about the natural attributes of the park, as well as the need for future restoration work on the ponds. At this meeting, it was requested that the Seagirt Ponds Preservation Society provide staff with a copy of a current society registration, bylaws and constitution. Information from the society has yet to be received.

R. Hamilton noted that there is community interest in maintaining the manmade ponds, noting that the pond area continues to naturalize. Subject to budget, there is opportunity to consider a picnic pad and table and a sign to provide information on park history and

biology. A Commissioner advised that potential interest has been relayed in donating funds for a memorial bench and information sign.

New Recreation Program – Yoga and Pilates (Shirley Recreation Hall)

There was enough funding in the recreation program budget to accommodate a small Pilates contract for Shirley residents.

Memorial Bench for Priest Cabin Park

R. Hamilton reported on the bench donated by Jean Conway in memory of Jean Whiffen. Photos of the site visit with Jean Conway were shared with the Commission.

2013 – 2015 Business Planning

R. Hamilton reported on the Division Plan for the annual budget. It was advised that the plan will be presented the Corporate Leadership Team in October and then presented to the Commission on October 23 to seek a motion recommending approval of the budget.

R. Hamilton advised that he will also be meeting with the Port Renfrew Recreation Centre Operating Committee to discuss budget and cost-recovery operation.

R. Hamilton circulated proposed work objectives for 2013, speaking to each objective identified including work at:

- William Simmons Memorial Park
- Fishboat Bay Park
- Carpenter Road Park
- District Lot 177 Statutory Right of Way (Priest Cabin Park)
- Coppermine Park
- The Park in Port Renfrew
- Wieland Trail
- Seagirt Ponds
- Park Plan – Three Point Properties
- Maintenance of existing 7.7 km of trails and park structures and facilities

At this time, R. Hamilton responded to a report from a Commissioner regarding resident reports of fires and camping at Fishboat Bay. As noted in the proposed work objectives for 2012, a small information kiosk at the trailhead and additional no fires sign on the beach are planned to communicate park etiquette and rules. It was advised that reports of fires and parties are to be reported to the local fire department, the provincial Wildfire Management Branch or the RCMP. R. Hamilton advised that he has been in contact with an adjacent neighbour regarding the options to report complaints and the opportunity to participate in a Stewardship Agreement with the CRD.

A Commissioner noted that the ball field at Coppermine is a legal little league field and that there may be opportunity to generate revenue by leasing the ball diamond. The Commissioner reported on an event organized by the Friends of Coppermine Society that included a community garage/craft sale, slip and slide and bouncy castle. The society is looking at opportunities to fund new play structures and equipment to allow the tennis court to become multiuse. It was advised that rocks have been placed on either side of the park gate to prevent ATVs from accessing the park.

A Commissioner relayed that residents have been advised that the tennis court nets in Port Renfrew will not be replaced as the courts are not a high use area and as the nets are regularly removed without permission.

Discussion ensued regarding Wieland Trail and seeking funds to develop the trail as an alternative transportation route. A Commissioner relayed opportunity to connect to another undeveloped MOTI access (Tenbury Road) should access not be granted over the private property that interrupts Wieland Trail. Staff advised there may be opportunities to develop and expand the Wieland Trail network as:

- CRD Regional Parks is interested in expanding the Galloping Goose westward
- the Sooke OCP identifies working with the CRD to develop an interconnected trail system
- the Sooke OCP identifies considering recreational access to the Sooke side of Kemp Lake

A Commissioner noted that there may also be opportunity to tie emergency access routes to existing community trails. Another Commissioner forwarded support for developing a long term vision for trail network development.

MOVED by Commissioner Douch, **SECONDED** by Commissioner Braunschweig that the Commission accept work objectives for 2013 as presented. **CARRIED**

Annual Appreciation Dinner

Staff is looking ahead to Friday, December 14 for this year's appreciation dinner.

7. Correspondence

- a) **John Mattatall – Sheringham Lighthouse Heritage Designation**
- b) **Dianne Young – Sheringham Lighthouse Heritage Designation**
- c) **Jean Conway – Priest Cabin Memorial Bench**

The Chair received the correspondence.

8. Unfinished Business

- a) **Stewardship Agreements (Seagirt Ponds)**
- b) **Admiral John Charles Property**
- c) **Subdivision Referral S-05-12 (Brown's Mountain, Port Renfrew)**

9. New Business

10. Public Question Period

R. Hamilton responded to Ted Mehler, Port Renfrew, advising that a contractor will be addressing the need for additional hand railing on the new stairs at Fishboat Bay.

At this time, the Commissioners requested that staff relay a compliment to the work crew acknowledging the crew's contribution this season.

11. Motion to Close the Meeting

Prior to the motion to close the meeting, R. Hamilton briefly commented on ongoing changes in staff duties and scheduling.

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Douch that monthly meetings start at 3:00 p.m. **CARRIED**

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Boquist that the meeting close in accordance with the *Community Charter*, Part 4, Division 3, Section 90 (1): (e) Acquisition, disposition or expropriation of land or improvements **CARRIED**

The meeting was closed at 6:50 p.m. and opened at 7:18 p.m.

12. Rise and Report

13. Next Meeting

October 23, 2012

14. Adjournment

The meeting adjourned at 7:20 p.m.

Louise Paterson, Chair

Wendy Miller, Recorder