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JUAN DE FUCA ELECTORAL AREA PARKS AND RECREATION ADVISORY COMMISSION

Notice of Meeting on Tuesday, **April 25, 2017 at 3 p.m.**

Juan de Fuca Local Area Services Building, #3 – 7450 Butler Road, Otter Point, BC

AGENDA

1. Approval of Agenda
2. Adoption of Minutes of January 24, 2017
3. Chair's Report
4. Director's Report
5. Staff Reports
 - a) Kemp Lake Infrastructure Improvement Proposal – Public Consultation Report
 - b) Staff News
6. Correspondence
 - a) Friends of Eaglecrest Park Society – Quarterly Inspection Report
 - b) Haig-Brown Fly Fishing Association – Kemp Lake Foreshore Access Infrastructure Improvement Proposal
 - c) Juan de Fuca Community Trails Society – 2016 Recreational Hiking Program Report
 - d) South Vancouver island Back Count Horseman of BC – Kemp Lake Foreshore Access Infrastructure Improvement Proposal
 - e) Seagirt Ponds Preservation Society – 2016 Stewardship Annual Report
 - f) OPSRRA – Commission Meetings/Open Houses
 - g) Brenda Mark – Priest Cabin Park
 - h) Island Health – Kemp Lake Foreshore Access Infrastructure Improvement Proposal
 - i) Kemp Lake Waterworks District – Proposed Kemp Lake Foreshore Access Improvement Plan
7. Unfinished Business
 - a) BC Rural Dividend Fund – Port Renfrew Tourism Trail
 - b) Subdivision Referral S-03-14 (6649 Godman Road)
 - c) Long Term Trail Program
8. Next Meeting: May 23, 2017
9. Adjournment



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**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, January 24, 2017 at the Juan de Fuca Local Area Services Building,
3 – 7450 Butler Road, Otter Point, BC**

PRESENT: L. Paterson (Chair), C. Bennett, A. Boquist, V. Braunschweig, J. Gaston, S. Jorna, M. Kimmel, W. Vowles (Alternate Director)
Staff: R. Hamilton, Parks & Recreation Manager; I. Lawrence, Local Area Planning Manager; J. Bell, Parks Operations Supervisor; Regional Parks; B. Drew, Parks Facility Coordinator, Regional Parks; W. Miller, Recorder

ABSENT: P. Sloan

OTHER: M. Hicks (Director)

PUBLIC: 0

1. Delegation

a) Regional Parks – Great Trail Presentation

At the request of the Commission, the Manager opened the floor to the delegation at 3:15 p.m., introducing Brad Drew and Jim Bell.

Dale Drew reported that “Great Trail” has been endorsed by the Trans Canada Trail (TCT) organization to recognize the project celebrating Canada’s 150th year.

Dale Drew spoke to the funds provided by the CRD and through the TCT organization, outlining the project’s direct ties to the themes identified in the CRD Corporate Plan and the Regional Parks Strategic Plan.

Dale Drew advised that:

- the project was initiated in 1992 to celebrate Canada’s 125th year
- the goal is to complete the connection project by July 2017 which marks the 25th anniversary of the TCT and Canada’s 150th anniversary since confederation
- the two sections provided by Regional Parks will include a portion of the Galloping Goose Regional Trail and Sooke Hills Wilderness Trail
- Regional Parks worked with various CRD departments, external partners and local governments to provide the trail connections
- a trail connection was provided by Juan de Fuca Community Parks adjacent to Wigglesworth community park in the Goldstream Heights area
- the CRD portion of the project focused on improvements in three areas including installation of a suspension bridge

Jim Bell provided photographs documenting project progression from initial surveying, to machine work, to gravel/crush laying to installation of the suspension bridge. Jim Bell spoke to project obstacles including weather and terrain and related solutions. Jim Bell responded to a question from the Commission advising that the TCT runs through Wigglesworth community park but that the TCT does not provide access to Wigglesworth Lake. It was confirmed that the TCT can be accessed from Finlayson View Place in the Goldstream Heights subdivision.

Noting the lake's proximity to the TCT, the Commission stated support for a defined access to Wrigglesworth Lake to avoid trail blazing and to support public access to the community park.

Discussion ensued regarding entering into a dialogue with the Goldstream Heights developer to explore options for an easement or land swap to support a defined access to the lake and opportunity to discuss the status of Wrigglesworth Park as a community park with Regional Parks.

The Director stated support for community consultation should the Commission wish to pursue an access to the lake.

At 4:30 p.m. the Manager opened the meeting.

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 2017 and Commissioner Paterson's name was put forward. The Manager called two additional times for further nominations and, as there were none, Commissioner Paterson was declared Chair.

The Chair called for nominations for the position of Vice Chair of the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission for 2017 and Commissioner Jorna's name was put forward. The Chair called two additional times for further nominations and, as there were none, Commissioner Jorna was declared Vice Chair.

3. Approval of the Agenda

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

4. Adoption of the Minutes of November 22, 2016

MOVED by Commissioner Kimmel, **SECONDED** by Commissioner Braunschweig that the minutes from the meeting of November 22, 2016 be adopted. **CARRIED**

5. Chair's Report

No report.

6. Director's Report

The Director advised that he attended today's meeting out of respect for the recent passing of past Commissioner Ken Douch and the recent notice of resignation from Ron Hamilton, Parks and Recreation Manager. The Director thanked the Manager and the Commission for their dedication and work.

7. Staff Reports

a) Staff News

At this time, the Manager stated that he has enjoyed working with the Commission for seven years, advising that he was proud of his work when he left the employ of Parks

Canada and is just as proud of his work leaving the employ of the Juan de Fuca Parks and Recreation program.

BC Rural Dividend Fund – Port Renfrew Tourism Trail

A mail drop was forwarded to Port Renfrew residents to provide notice of a public information session scheduled on January 12. The Director, the Manager and the Juan de Fuca Local Area Planning Manager attended the public information session to outline the proposal to create a Recreation Area on the western portion of Lot 64 in order to protect and manage a trail and staircase connecting Beach Camp to Parkinson Road. There was limited turnout but support for the project. Juan de Fuca Parks and Local Area Planning will now proceed with the funding application for the proposed project. Should provincial funding not be available, Gas Tax funding can be explored to support installation of the proposed staircase.

Options to connect the proposed trail in future to the marina and to the hotel were discussed.

Kemp Lake Foreshore Access

A permit application has gone to the Ministry of Transportation and Infrastructure (MoTI) for the Milligan foreshore access and the Manatu Road access. A Private Moorage application has been submitted to Front Counter BC (Ministry of Forests, Lands and Natural Resource Operations) for the proposed dock structure. A mail drop was forwarded in the Otter Point/Kemp Lake area to provide notice of the draft Kemp Lake Foreshore Access Infrastructure Plan and public information session scheduled for January 27.

The Manager advised that a letter from the Chair will be sent to Front Counter BC to document the Commission's support for a crown land tenure to support the project.

Mount Matheson Trail

The Manager has been in discussion with an adjacent property owner as a result of trail users developing a shortcut trail up a private driveway and then crossing over private property to rejoin the trail in order to avoid a rock crop near the trail head. Installation of a short section of split rail fencing and signage will be completed within the next two weeks.

Summer Staffing

The competition postings for the two Juan de Fuca Parks maintenance staff positions closed on January 19. Interviews are scheduled for January 30 and February 1.

The Director reported that he met with the Alternate Director, the Manager, and the Local Area Planning Manager. It was advised that the Juan de Fuca Parks and Manager Recreation position will proceed to posting.

8. Unfinished Business

a) Subdivision Referral S-03-14 (6649 Godman Road)

It is understood that there may be opportunity to revisit the Commission's recommendation to the CRD Board that cash-in-lieu of park land dedication be received should there be support for a trail through the subject property to a future phase of the Port Renfrew Tourism Trail.

b) Subdivision Referral SU000679 (17013 Wickanninish Road)

As previously reported, the CRD Board has endorsed the Juan de Fuca Land Use Committee's recommendation to support the motion made by the Commission that the requirement for dedicated park land or cash-in-lieu be waived and that the voluntary commitment by the applicant to construct trail to Juan de Fuca Electoral Area Parks and Recreation standards within the public road right-of-way be accepted.

Iain Lawrence noted that MoTI subdivision approval requires confirmation from Local Area Planning that all applicable CRD bylaws have been complied with.

Item struck from the agenda.

c) Long Term Trail Program

The Commission stated support for pursuing opportunity to complete connection of Wieland Trail.

At the Director's request, the Manager provided an overview of the Commission's interest in Wieland Trail. It was advised that, after several months of internal and legal review, it was determined that letters patent restrict use of land account funding to the purchase of "dedicated parkland". The Manager confirmed that funds in the land account cannot purchase statutory rights-of-way (SRW) unless the SRW can be dedicated as parkland. Attainment of a SRW is required to complete connection of Wieland Trail.

Comment was received regarding the recent mail notice distributed by the Sheringham Point Lighthouse Preservation Society campaigning for continued public access to Sheringham Point View Trail and reinstatement of the management agreement for the trail as previously held by the Society.

The Director confirmed that he has not received a petition submission.

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Kimmel that a letter be sent under the Chair's signature to the Sheringham Point Lighthouse Preservation Society to advise that there has been no change in the Commission's position that the community park at Sheringham Point be held and maintained by the Juan de Fuca Parks and Recreation Program for use by the public. **CARRIED**

9. Public Question Period

10. Next Meeting

The February meeting is at the call the Chair.

It is anticipated the Manager position will be filled by the March 28 meeting of the Commission.

11. Adjournment

The meeting adjourned at 6:00 p.m.

Louise Paterson, Chair

Wendy Miller, Recorder

STAFF REPORTS

Kemp Lake Infrastructure Improvement Proposal

Public Participation Report



Capital Regional District | April 2017



Capital Regional District | Juan de Fuca Community Parks
3-7450 Butler Road, Sooke, BC V9Z 1N1
T: 250.642.1500 | www.crd.bc.ca/jdfparks



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Table of Contents

Executive Summary.....	2
1. Purpose of this Report	3
2. Context.....	3
3. Public Participation.....	4
3.1 Purpose of Public Participation.....	4
3.2 Role of Juan de Fuca Electoral Area Parks and Recreation Advisory Commission ...	4
3.3 Public Participation Process.....	4
4 Responses.....	5
4.1 Context.....	5
4.2 Question 1: Do you access Kemp Lake for recreation purposes? For which activities?	5
4.3 Question 2: Do you support infrastructure improvements to the Milligan Road lake access? Yes or No (if no, what are your concerns?).....	6
4.4 Question 3: Please provide any other comments on the proposal and design for infrastructure improvements at Kemp Lake.....	6
5 Summary.....	7
Appendix.....	9

Cover photo: Kemp Lake Foreshore Access

Executive Summary

The intent of the Kemp Lake Infrastructure Improvement Proposal is to investigate the feasibility of improving the existing lake access at Milligan and Manatu Roads, as well as installing angling and lake recreation infrastructure at Kemp Lake in an effort to enhance recreation experiences for local area residents. The Freshwater Fisheries Society is partnering with the Capital Regional District (CRD) on the project to install a dock.

A public participation process began in January 2017 to gather public input on the project. This participation process included public notification, an open house and a questionnaire. Three specific questions were asked relating to use of the lake for recreation purposes.

Attendance at the open house was approximately 50 people. A total of 130 questionnaires were submitted by the end of the comment period. The results of the questionnaire provided both quantitative and qualitative results. Comments received will be reviewed and considered with respect to the project scope and implementation. On balance, the public participation process was considered successful.

1. Purpose of this Report

The purpose of this public participation report is to present the activities undertaken relating to the public participation process for the Kemp Lake Infrastructure Improvement Proposal and the comments received through that process.

2. Context

The original proposal was reviewed by the public in 2012 with a total of 34 people responding to a questionnaire. Of those respondents, 18 generally supported the project, while 16 generally did not support the project. At this time, the Commission decided to explore improvements at Poirier Lake as an alternative.

Dock infrastructure was developed at Poirier Lake in 2014 and experiences moderate to high levels of community use. Having the Poirier Lake infrastructure as a comparison, the public could better relate to a local example of the dock infrastructure proposed for Kemp Lake.

The Kemp Lake proposal was revisited by the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission for the 2017 program due to the degree of local use of the Milligan Road access and general interest being indicated from the community.

The Chubb Road access to Kemp Lake was considered for infrastructure improvements but was not determined to be feasible due to a number of reasons. The shallow lake depth in this location would require several dock lengths to reach suitable depths. The cost of the dock design exceeded what the Freshwater Fisheries Society was willing to commit to the project. Also, the state of the Milligan Road access was deemed to be more in need of improvement due to the boat launch causing deleterious materials to enter the lake, especially during the rainy season.

Kemp Lake is a drinking water source for approximately 450 residences within the Kemp Lake Waterworks District. Island Health mandated improvements to the water treatment facility which have not yet been achieved. Opportunities for upgrading the system are currently being explored.

3. Public Participation

3.1 Purpose of Public Participation

The purpose of the public participation process includes:

- To provide information to the public about the Kemp Lake Infrastructure Improvement Proposal
- To effectively engage interested groups and individuals in dialogue about the proposal for improving recreation infrastructure at Kemp Lake.
- To consider the above-noted dialogue and input in developing the plan for the Kemp Lake access.

3.2 Role of Juan de Fuca Electoral Area Parks and Recreation Advisory Commission

The Juan de Fuca Electoral Parks and Recreation Advisory Commission administers a service that provides community parks for the Juan de Fuca Electoral Area. The Commission's activities include acquisition, development and management of community parks and park properties.

One of the identified Juan de Fuca Community Parks program objectives for 2017 is to implement the Kemp Lake Infrastructure Improvement Proposal to enhance the access at Milligan and Manatu Roads to the lake for existing fishing, boating and swimming activities.

3.3 Public Participation Process

This section relates to the public participation process held in January-February 2017.

Advertisements

Posters advertising the project and open house event were placed on community notice boards by volunteers in early January. An advertisement was published in the Sooke News Mirror and the event was posted on the CRD website. Approximately 1450 property owners and residents were notified by way of a mail drop during the week of January 23. A courtesy email notice was sent to Otter Point commission/committee members and to the Otter Point and Shirley Residents and Ratepayers Association (OPSRRA).

Public Open House

The public open house was a drop-in style event, held on January 27, 2017 from 3:00pm – 7:00pm at the Juan de Fuca Local Area Services building in Otter Point. The open house was an opportunity to review the proposal and ask questions of staff and Commissioners. Copies of the proposal were available. Attendees were encouraged to submit their comments on a comment form. Approximately 50 people were in attendance.

Comment Form

A comment form was developed to gather public input on the proposal (Appendix 1). Comment forms could be submitted at the open house event, at the Local Area Services building, by mail or by email. The comment form was available on the CRD website between January 23 and February 3, 2017. The comment form consisted of three questions related to current use of Kemp Lake for recreation and related to the proposed improvements. 130 respondents provided information through the comment form process.

4 Responses

4.1 Context

Approximately 130 interested individuals provided input through the public participation process. A quantitative result is provided to summarize the responses for questions 1 and 2. Responses to question 3 are qualitative and, for ease of reading, they have been grouped by similarity of idea. All comments received will be reviewed and considered as the proposal is being developed. Ideas and suggestions that were raised by larger numbers of participants are highlighted below for information.

4.2 Question 1: Do you access Kemp Lake for recreation purposes? For which activities?

A total of one hundred and twenty five (125) responses were received for question 1. One hundred and six (106) responses, or 85%, indicated “yes” they do access Kemp Lake for recreation purposes. Nineteen (19) responses, or 15%, indicated “no” they do not access the lake.

Out of those respondents who do access the lake, the following activities were identified: walking, swimming, boating, fishing, paddleboarding, equestrian, water source, dog walking, sunbathing, picnics and bird watching. The responses indicate multiple types of recreational activities are being carried out at Kemp Lake. The total number of responses for each activity are outlined below:

- Walking – eighty (80)
- Swimming – sixty eight (68)
- Boating – sixty three (63)
- Fishing – fifty eight (58)
- Other - Paddleboarding – seven (7)
- Equestrian – four (4)

Water source – four (4)
Dog walking – one (1)
Sunbathing – one (1)
Picnics – one (1)
Bird watching – one (1)

4.3 Question 2: Do you support infrastructure improvements to the Milligan Road lake access? Yes or No (if no, what are your concerns?)

One hundred and twenty one (121) responses were received for question 2. Ninety four (94) responses, or 78%, indicated “yes” in support of the infrastructure improvements. Twenty seven (27) responses, or 22% indicated “no” improvements should be made to the Milligan Road lake access. The responses indicate strong support for implementing the improvements as outlined in the proposal.

Nineteen (19) comments were received in response to question 2. The comments were themed as supportive, cautionary, and concerned. The comments are categorized as follows:

Asset (supportive) – one response in support of the improvements stated “this would be a great development for the residents”.

Natural Aesthetic (cautionary) – one response in support of the improvements stated “I do support some clean up of the area in question, with due care to retain a natural appearance. Please do not do anything that would encourage disturbing what is a quiet neighbourhood.”

Multiple Uses (cautionary) – one response in support of the improvements stated “for fishing or swimming but not combined in the same float.”

Water Quality (concerned) – twelve (12) comments expressed concern about impacts to the quality of the Kemp Lake drinking water supply.

4.4 Question 3: Please provide any other comments on the proposal and design for infrastructure improvements at Kemp Lake.

Seventy four (74) comments were provided. Some respondents used the comment form and others submitted comments by email. The comments were themed as supportive, cautionary, and concerned.

Twenty eight (28) comments **supportive** of the proposed enhancement of facilities were received and are categorized as follows:

- A community asset
- Toilet facilities are a benefit
- Opportunity for youth and families
- Public access should be enhanced
- Multiple-uses should be permitted, including equestrians
- Clean up existing access

Twenty (20) comments offering **cautionary** input were received and are categorized as follows:

- Separate recreational uses
- Increased noise
- Garbage
- Dogs
- Traffic safety
- Expand parking
- Signage to enforce non-motorized boat regulation
- T-shape dock design to separate uses
- Block trailers from backing into lake
- Enhance Chubb Road location

Twenty six (26) comments **concerned** about the proposal were received and categorized as follows:

- Kemp Lake is a drinking water supply
- Environmental impact
- Increased traffic
- Privacy of neighbours
- Increased noise
- Survey Milligan Road access
- Multiple uses in small area

5 Summary

The attendance at the open house and number of comment form submissions received indicates a high level of public interest in the proposal.

The majority of respondents were residents of Otter Point, although detailed personal information is not provided in this summary due to the *Freedom of Information and Protection of Privacy Act*. The majority of individuals accessing Kemp Lake are from the Otter Point and Sooke communities, although some individuals from further afield may also access the lake. This is consistent with all Juan de Fuca Community Park facilities.

Responses indicate that there are multiple recreational activities occurring at Kemp Lake, with even distribution between the dominant users (anglers, swimmers and boaters). The majority of use occurs during the summer months when there are swimmers, boaters, anglers and other users accessing the lake. During the remainder of the year, the lake sees occasional use by walkers, boaters and anglers with few incidents where conflicting uses might occur.

Support for the improvements was indicated by approximately 78% of respondents. Rationale for the support was largely due to the public's desire to enhance an existing public water access for recreational opportunities, to provide an area for youth and families, and to improve a community asset.

Cautionary and concerned comments are addressed below.

Efforts to separate the dominant recreational users during busy summer months can be addressed largely by modifying the dock design. Modifications to the dock design to accommodate a T-shape would allow anglers use of the westerly portion while swimmers and boaters could access the easterly portion. The fishing area can be delineated by railings with rod holders and signage. The T-shape design also shifts the dock westward so that anyone launching boats can have an unobstructed course straight out into the lake and avoid intrusion towards neighbouring properties. Installation of a swimming ladder would assist swimmers onto the dock rather than wading into the boat launch area.

There is mixed opinion about whether boat trailers should be permitted to back into the lake. Physically challenged users or seniors may require a trailer to transport a boat to access the lake. As motorized boats are not permitted on the lake, the type of boat is typically going to be a smaller craft that might not warrant a large trailer for transport. Options include erecting a bollard to block vehicles from entering the lake or to install a short concrete ramp that would minimize deleterious materials from entering the water and provide grip to those wading into the lake to launch boats.

Nuisance concerns such as noise and garbage will be addressed through appropriate signage erected on a kiosk. The hours of use at the site will be dawn to dusk. The signage will outline use etiquette such as "pack-in/pack-out", dogs on leash, respect residential area and reinforce the Transport Canada regulation restricting motorized boats on the lake. The RCMP should be

contacted in the case of any unlawful activity. CRD noise and nuisance bylaws are also applicable.

A survey of the Milligan and Manatu Road right-of-ways has been conducted to address any questions over parcel boundaries. The infrastructure improvement proposal aims to respect “working borders” between neighbouring properties by retaining existing fences and vegetation where possible.

The proposed parking improvements on Manatu Road are intended to address the average level of use throughout the year. The expanded road shoulder will allow vehicles to park off the paved road surface, avoid blocking existing driveways and offer a turn-around area. Any concerns related to emergency vehicle access to residences should be directed to Main Road contractors or to the Ministry of Transportation & Infrastructure.

The proposed seasonal toilet facility could be shifted to the end of Manatu Road where the vehicle turn-around is located. This would alleviate any negative associations with the facility adjacent to existing residences while still being within the improvement area.

Concerns about negative impacts to the drinking water supply from recreational users of the lake were the dominant issue raised in the public participation process. Island Health requires upgrades to the existing Kemp Lake Waterworks District drinking water treatment system due to revised regulatory standards and due to the existing water quality. Options for upgrading the system are being investigated currently. The Kemp Lake watershed is not a restricted area and there are existing residential, agricultural and industrial land uses within the drainage basin.

Overall, there is strong public support received for the proposed infrastructure improvements at Kemp Lake. Efforts have been made to accommodate cautionary suggestions and to mitigate concerns.

Appendix

Appendix 1: Comment form



Juan de Fuca Electoral Area Planning & Community Parks and Recreation
3 – 7450 Butler Road
Sooke, BC V9Z 1N1
T: 250.642.1500 F: 250.642.5274
E: jdfinfo@crd.bc.ca Web: www.crd.bc.ca

**Kemp Lake Infrastructure Improvement Proposal
Open House, Juan de Fuca Local Area Office Boardroom
Friday, January 27, 2017 (3:00 – 7:00 pm)**

**Juan de Fuca Electoral Area
Local Area Planning/Community Parks & Recreation/
Freshwater Fisheries Society of British Columbia**

Juan de Fuca Parks and Recreation, in collaboration with the Freshwater Fisheries Society of BC, is proposing a recreation project for Kemp Lake for 2017. The objective of the Kemp Lake Infrastructure Proposal is to enhance the existing Ministry of Transportation and Infrastructure public road and foreshore accesses to Kemp Lake off Manatu and Milligan Roads. ***The Infrastructure Improvement plan is also available for viewing on the Juan de Fuca Parks and Recreation website: www.crd.bc.ca/jdfparks***

We appreciate your interest and participation in this proposed project. If you are not available to participate in the Open House, please complete the following questionnaire on an individual basis. Completed questionnaires can be scanned and emailed to the address below, mailed or dropped off at the front counter of the Juan de Fuca Local Area Services Office located in the community of Otter Point in the Sooke Business Park.

Questionnaire

1. Do you access Kemp Lake for recreation purposes?
 Yes No

For which activities?

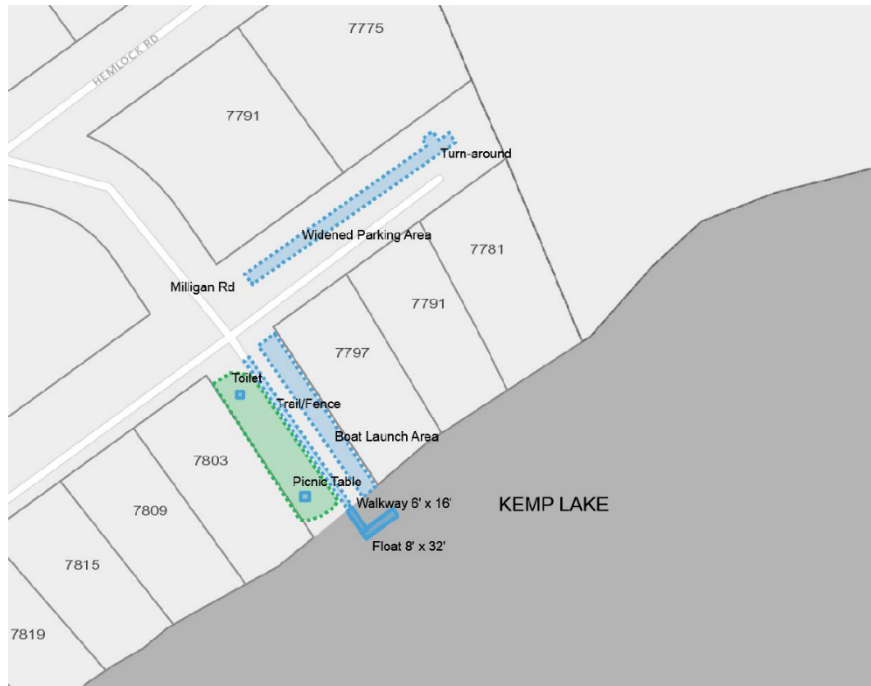
- fishing walking/hiking
 swimming other (please describe)
 boating _____

2. Do you support infrastructure improvements to the Milligan Road lake access?
 Yes No (If no, what are your concerns?)

Please turn over



3. Please provide any other comments on the proposal and design for infrastructure improvements at Kemp Lake.



Please return your comments to the CRD Juan de Fuca Local Area office or via email to jdfinfo@crd.bc.ca by **February 3, 2017**. Thank you.

Submitted By:
Name:
Address:
Email:
Phone No:





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**STAFF REPORT TO THE
JUAN DE FUCA ELECTORAL AREA PARKS AND RECREATION ADVISORY COMMISSION
MEETING OF TUESDAY, APRIL 25, 2017**

SUBJECT: Staff News

ISSUE: Information

Kemp Lake Foreshore Access - Gas Tax Funding

The Electoral Area Services Committee considered a request for \$18,000 in Gas Tax Funding for land-based improvements at its February 15, 2017 meeting. At its meeting of March 8, 2017, the CRD considered and supported the request that the Juan de Fuca Electoral Area Parks and Recreation project be funded as an appropriate Gas Tax initiative.

Kemp Lake Foreshore Access – Legal Survey

A legal survey of the Milligan and Manatu Roads was completed on February 21, 2017 at a cost of \$1995.00.

Priest Cabin Park

As reported to the Commission at its meeting of August 13, 2013, a total of four signs were installed to provide direction to Priest Cabin Park.

Staff was contacted by the agent representing Lot 26, the lot adjacent to Priest Cabin Park, regarding the signs. At the request of the agent, the directional signs will be removed.

William Simmons Memorial Park – Trail Encroachment

It has been determined that the trail located in the parking lot to the west is encroaching onto private property. The trail has been reconfigured to resolve the encroachment, allowing the private property owner full use of the property.

Bylaw No. 3623 – Recreation Services and Facilities Fees 2017-2018

Each year the CRD bylaw regulating recreation services and facilities fees, Bylaw No. 3623, is reviewed. No changes are proposed to the current fee schedules (Schedule E and F). The Manager will request a motion for approval.

2017 Contracts

The recreation contracts for 2017 have been fully executed, supporting contract programs in East Sooke, Otter Point and Shirley.

A landscape contract for landscaping services at Coppermine Park has also been executed.

2017 Hiking Program Brochure - Juan de Fuca Community Trails Society

A total of \$800 has been allocated to support the Juan de Fuca Community Trails Society's monthly guided hikes.

One-Time Community Event Support

A total of \$600 was allocated to support the Friends of Coppermine Park Society's Easter event on April 15. The community event, which is now in its fifth year, includes an Easter egg hunt and pancake breakfast.

Staffing

CRD Regional Parks employees, Janis Hain and Jade Steel are the successful candidates for the two seasonal Park Maintenance Worker positions. The PMW-5 position started April 3; the PMW-2 position started April 12.

Submitted by:	Mike MacIntyre, Manager, Parks Operations, Regional Parks
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CAPITAL REGIONAL DISTRICT

BYLAW NO. 4108

A BYLAW TO AMEND BYLAW NO. 3623
TO UPDATE THE RECREATION SERVICES AND FACILITIES FEES FOR 2016-2017

The Board of the Capital Regional District in open meeting assembled enacts as follows:

1. Bylaw No. 3623, the "Capital Regional District Recreation Services and Facilities Fees and Charges Bylaw No. 1, 2009" is amended as follows:
 - a) By deleting Schedules "A" through "F" in their entirety and replacing them with the attached Schedules "A" through "F":
 - Schedule "A" – Juan de Fuca (JDF) Recreation Centre (West Shore);
 - Schedule "B" – Panorama Recreation Centre;
 - Schedule "C" – SEAPARC (Sooke and Juan de Fuca Electoral Area) Recreation Centre;
 - Schedule "D" – Salt Spring Island (SSI) Parks and Recreation;
 - Schedule "E" – Juan de Fuca (JDF) Electoral Area Parks and Recreation; and
 - Schedule "F" – Port Renfrew Community Recreation Centre.
2. The effective date is stated on each Schedule.
3. This Bylaw may be cited as "Capital Regional District Recreation Services and Facilities Fees and Charges Bylaw No. 1, 2009, Amendment Bylaw No. 10, 2016".

READ A FIRST TIME THIS	13 th	DAY OF	July	2016
READ A SECOND TIME THIS	13 th	DAY OF	July	2016
READ A THIRD TIME THIS	13 th	DAY OF	July	2016
ADOPTED THIS	13 th	DAY OF	July	2016

CHAIR

CORPORATE OFFICER

SCHEDULE "E"

**JUAN DE FUCA ELECTORAL AREA PARKS AND RECREATION
FEES AND CHARGES
Effective September 1, 2016**

Special Events or Activities

PARK USE PERMIT SPECIAL USE CATEGORIES	PERMIT FEE (Subject to applicable tax)
For community events or activities such as a festival, tournament, competition, show or outdoor ceremony which attracts participants and spectators.	\$ 30.00/permit
Frequent Users: 5 or more events/year	\$ 120.00/permit
For private event such as weddings or birthdays with 10 or more participants.	\$ 100.00/permit

SCHEDULE “F”

PORT RENFREW COMMUNITY RECREATION CENTRE
FEES AND CHARGES

Effective September 1, 2016

Dance Hall (Subject to applicable tax)	
Events up to 100 people (per night)	\$ 200.00
Events with greater than 100 people (per night)	Negotiated
Set-up Fee	\$ 50.00
Clean-up Fee (minimum 4 hours)	\$ 25.00
Damage deposit – events up to 100 people	\$100.00
Damage deposit – events greater than 100 people	\$ 500.00
Meeting Room (Subject to applicable tax)	
Rate per hour (4 hour minimum)	\$ 25.00
Fee for use of kitchen	\$ 50.00
Offices (Subject to applicable tax)	
Monthly lease	Negotiated

CORRESPONDENCE

Schedule "A"
The Friends of Eaglecrest Park Society
Quarterly Inspection Report

Inspector: Howard Taylor

Date of Inspection: 02 Dec 2016

Trail

1. Is the trail surface in good repair? [Y]
Any trail wash-outs or signs that a wash-out is imminent? [N]
Are associated structures (stairs, boardwalks, etc) in good repair? [Y]
Are water bars and culverts in good repair/clear of debris? [Y]
2. Have any trees fallen across the trail? [Y] (See notes on pages 2-3)
3. Is the area clean and free of debris? [Y] (cleared by members)
4. Is the trail free of obstructive tree limbs, roots and loose rock? [Y]
If obstructions, were you able to move them off the trail? [N/A]
5. Are there potential hazardous trees requiring inspection? [N]
6. Is there any evidence of prohibited use? [N]

Access Road/Parking Area

7. Are there issues around public parking and access? [N]

General

8. Is there any graffiti or vandalism? [N]
9. Are there litter problems? [N]
10. Are signs in good repair and visible? [Y]
11. Are you aware of any recent complaints? [N]

Inspector Signature: *Howard Taylor* Date: 03-Dec-2016

Notes

1. A cherry tree has come down and is suspended over the trail just above the second culvert. This is not currently a hazard, but may pose one in the future.



2. A hardwood tree has come down and blocks the path at the very top of the trail.



3. A hardwood tree has come down over the loop portion of the trail. The trail is passable, but the tree is a potential hazard.,



4. A second hardwood tree has come down over the loop portion of the trail. The trail is passable, but the tree is a potential hazard.,



Kemp Lake Improvements
Comments from
The Haig-Brown Fly Fishing Association

Juan de Fuca Electoral Area Planning, Community Parks and Recreation
3-7 Butler Road
Sooke , B.C.
V9Z 1N1

2017 January 27

To the Local Area Director and Planning Staff

Our club was recently apprised of the plans for improvements to the road access to Kemp Lake and for the addition of a float for fishing and swimming. Unfortunately we are unable to have a representative attend the Open House on January 27. However, we wish to express our enthusiastic support for this project. We have a number of members in the Westshore and Sooke areas who make use of Kemp Lake and they are very supportive of these improvements.

Improvements to the access area will not only make it easier for users to access the lake, but will be a much more attractive arrangement than the present one. The float will provide a fishing opportunity for young anglers with no access to watercraft. We see this as a very nice enhancement to both the neighbourhood and to users of the lake.

Thanks very much for supporting these improvements.

Sincerely,

Kenneth H. Marsh
President, Haig-Brown Fly Fishers

From: Sid Jorna [mailto:jdf.cts@gmail.com]
Sent: Sunday, February 05, 2017 11:59 AM
To: Ron Hamilton <rhamilton@crd.bc.ca>

To: Manager JDFEA Parks and Recreation Advisory Commission;
Commissioners

Please accept this submission as a report of the JdF CTS Recreational Hiking Program for 2016 which was supported by the commission. Also included is the request for funding support for the 2017 program.

The Society has now conducted 10 hikes with the last scheduled hike of the 2016 program to be conducted March 11 2017. The hike of 8 October to Peden Lake had to be cancelled due to road blocks by fallen trees. The hikes have been very successful and continues to draw members into the Society. All hikes meet at William Simmons Memorial Park and car pool to the relevant trail head.

Each hike is led by an experienced hike leader trained in standard first aid, navigation and specific hike routes. Each hike has the benefit of GPS device, map and compass, liability insurance, first aid kit and SPOT emergency beacon. The Commission has supported the above with a grant plus the creation of a brochure for the hiking program.

Hikes were advertised in the brochures, the OPSRRA newsletter, often the Sooke News Mirror, our website at www.jdftrails.ca and direct e-mail to members. In all advertisements the role of the JdFEA Parks and recreation Advisory Commission was highlighted.

Participation in 2016 events were as follows

March 12	Roche Cove, Cougar Ridge	u/k, record misplaced;	Estimate 8 persons
April 9	Sooke Potholes Regional Park, Flower Ridge		11 persons
May 14	Charters Creek		4 persons
June 11	Mt Manual Quimper		4 persons
July 9	Priest Cabin, Matterhorn		7 persons
Aug 13	Thetis Lake		6 persons
Sept 10	Charters to Grassie Lake		11 persons
Oct 8	Sooke Potholes Park to Peden Lake	Hike Cancelled due to road blockage.	
Nov 12	WSMP/Wieland Trail		7 persons
Dec 10	East Sooke Park/Pike Pt		0 persons
Jan 14 2017	East Sooke Park, Coppermine Loop		6 persons

End of report

Sid J Jorna, President
JdF Community Trails Society

In addition

Please find our request for support for the 2017 hiking program. You will notice a small increase in the request from the customary \$735.00 to \$800.00. This reflects additional costs for the SPOT service and for first aid training.

Also if I could be sent an editable copy of the hiking brochure, I could have a go. Otherwise the dates change: April 8, May 13, June 10, July 8, August 12 (Thetis Lake, Remove "Matterhorn"), September 9, October 14, November 11, December 9, January 13, February 10, March 10. Hikes remain the same

Recreational Hiking Program April 2017 - March 2018

Thank you

cc:/ Society Secretary for file.

Wendy Miller

From: Wendy Miller
Sent: Friday, March 24, 2017 3:10 PM
To: Wendy Miller
Subject: Kemp Lake Foreshore Access Infrastructure Improvement Proposal

From: Erik
Sent: Thursday, February 16, 2017 9:03 PM
To: rhamilton@crd.bc.ca
Cc: etaylor@crd.bc.ca
Subject: Kemp Lake Foreshore Access Infrastructure Improvement Proposal

Dear Mr. Hamilton,

South Vancouver Island Back Country Horseman of BC (SVI BCHBC) would like to be reassured that access for equestrians to Kemp Lake will continue to be available at this site. We have members of our chapter that have been taking their horses to the lake for 15 plus years.

Equestrians are often omitted in community planning, and when considered, it often in consultation with those who are unqualified or only marginally qualified to speak about equine facts. Often, unfounded fears and urban-centric myths become factual in the eyes of those setting policy, to the detriment of the equestrian population.

With regards to the Kemp Lake Foreshore Access proposal, there should be no reason to put in effect a ban on equine access. Equestrians use sound judgement, and if the location being discussed is in use by others, then a rider will not take their mount there. This is for the safety of the rider, the horse, and for the bystander. However, a ban would preclude use for those many times, particularly in the winter months, when the facility will be vacant. There would be absolutely no risk to the average population should a horse be led to the water for a drink.

The argument of water safety being put at risk by equestrians is false at best, and at worse disingenuous. At most, a rider will have their mount walk into the water to cool the legs of the horse. This will not impact water quality. In fact, a far higher risk to the water supply exists by having a sloped foreshore where vehicles, and the subsequent risk of oil and fuels spilling into the water, will have access. In addition, the increased access will encourage people and domestic pets to frequent the area. As recent water quality crisis's in urban settings, such as at Thetis and Beaver Lakes, prove, increased human access will have a far greater negative impact on the water supply than the occasional equestrian use that has been ongoing for decades.

Should you require any information or wish to discuss this matter further, I or one of the other Chapter members would be happy to assist.

Thank you,

Michelle James
Director South Vancouver Island
Back Country Horseman of BC

Seagirt Ponds Community Park Stewardship Annual Report for 2016

Lower Pond Restoration – Yellow Flag Iris Removal

Now that the most of the yellow iris has been removed from the pond, we went into the pond in the spring, twice in the summer, and once in the fall to remove or cut down any remaining or new yellow irises. No yellow irises were allowed to bloom in 2016.

Terrestrial Invasive Plant Species Removal

A work party was held on April 14th to remove English Holly and Daphne from Seagirt Ponds. Because cut English Holly deteriorates quite well on its own, we are no longer removing or burning the plants. Instead the cuttings are thrown back out of sight of the trails. Bull thistle was also removed from the parking lot area at this time.

Scotch Broom was removed from the parking lot area during the blooming season. After several years of regular removal, this activity only takes one person an hour or two now. Tansy Ragweed was removed from the parking lot area whenever it was spotted. There is a concern over the amount of Ox-eye Daisies that are spreading in the parking lot area. We may organize a work party to pull the plants before they flower.

Lower Pond Viewing Platform

Richard Snyder and Gloria Snively from the Society Board and Ron Hamilton from the CRD discussed a viewing platform and looked over a site where it could be placed. At the time the pond was at its lowest.

One of the original intentions for the viewing platform was to allow young people to observe life in the pond from the platform. This would not be possible all year around unless the platform extended quite far out into the pond. For this reason and also because of possible objection by park users to construction in the pond, the Society Board has decided to not pursue this project. Instead we would like to see a bench placed on the lower pond, possibly next to where the sluice is located.

Restoration of the Upper Pond

In two areas on the north side of the upper pond and next to the trail, vegetation, mostly salmonberries, was removed to provide open views of the upper pond.

Several alder logs have fallen into the pond, using up oxygen as they decompose. Resources are not available at this time however to remove the logs.

Park Plant Inventory

Richard Snyder used mapping software and a GPS to mark points in the park on a grid system. Sandy McAndrews and volunteers completed an inventory of plants in the park over several days and is now writing up a final report.

Information/Interpretive Kiosk

Richard Snyder and Gloria Snively from the Society Board and Ron Hamilton from the CRD discussed a kiosk to be situated in the parking area. Plans for the design have not been finalized.

Reintroduction of Native Plants

The following native plants have been planted in the park by Brian White and Richard Snyder:

- 1 - Pacific Waterleaf - *Hydrophyllum tenuipes*
- 3 - Red-flowering Currant - *Ribes sanguineum*
- 3 - Garry Oak - *Quercus garryana*
- 2 - Cascara - *Rhamnus purshiana*
- 1 - Pacific Rhododendron - *Rhododendron macrophyllum*
- ? - Trillium - *Trillium ovatum*



Representing the Residents and Ratepayers of Otter Point, Shirley and Jordan River
www.opsrra.ca

March 1 2017

JDF EA Regional Director, Mike Hicks
JDF EA Community Parks and Recreation Manager (Acting), Mike MacIntyre
JDF EA Parks and Recreation Advisory Commission Chair, Louise Patterson

Dear Mike, Louise and Mike,

An OPSRRA member has contacted the OPSRRA Directors with a concern about the times of the Open House for the draft Kemp Lake Foreshore Access Infrastructure Improvement Proposal which took place on January 27, 2017.

The member felt that 3-7 PM on a Friday meant residents who work or do not have flexible schedules would be excluded from attending, and that a Friday is not the best time to encourage participation in any case.

Many commuters travelling to and from Victoria regularly experience long delays because of increasingly heavy traffic. That can make it very difficult to get to meetings at certain times, including one that is winding down by 7 PM.

OPSRRA's position is that (CRD) public meetings should be scheduled for times that can accommodate the greatest number of residents possible. In 2012, OPSRRA wrote a letter to you objecting to the change of JDF EA Commission meetings from evenings to mid-afternoons. Our view was that some potentially great new candidates for Commission positions would be ineligible because they could not attend daytime meetings, nor could many members of the public.

OPSRRA requests that JDF EA Public Meetings, Open Houses, Commission and Committee Meetings be scheduled for evening hours Monday-Thursday and/or during the day on a weekend in order to make them truly inclusive.

Thank you for this consideration.
Sincerely,

Marika Nagasaka, OPSRRA President

Shirley BC

March 9 2017

Attention:

Mike MacIntyre, Acting Manager JDF EA Community Parks and Recreation

Louise Patterson, Chair JDF EA Parks and Recreation Advisory Commission

Dear Mike and Louise:

I am writing to you about the Priest's Cabin Park in Shirley. I was up there recently and saw that the moss and vegetation on the rocky outcrop and slope was being badly torn up. It looked like it could be caused by dogs running and people walking on it. This park is being used more and more as it is becoming well known, and many people walk their dogs up there and don't pay attention to the damage they cause.

I think it would be helpful to have some signage with information and pictures of the unique types of moss and wildflowers that grow in this alpine-like area. In the Spring the rock blooms with camas, many other wildflowers as well as daffodils that Father Sherburne apparently planted. Educating visitors about the existence and fragility of the rock coverings may encourage them to tread more carefully and keep their dogs under control.

Sincerely,

Brenda Mark



March 9, 2017

Mike MacIntyre, Manager
Capitol Regional District (CRD) Parks
490 Atkins Ave
Victoria, BC V9B 2Z8

Dear Mr. MacIntyre,

Re: Kemp Lake Foreshore Access Infrastructure Improvement Proposal

This office received a complaint regarding the aforementioned proposal by the CRD and Freshwater Fisheries Society of BC located at the end of Milligan Road on Kemp Lake.

Kemp Lake is currently used as a source of water for domestic purposes to the residences of the Kemp Lake Waterworks District, which holds an operating permit (Permit No.: 6030389) for a water supply system under the *Drinking Water Protection Act* (DWPA) and *Regulation* (DWPR) with this office.

At this time this office is not in support of this project moving forward as it would likely increase activity in a watershed that has no Drinking Water & Watershed Protection Plans (DWWP) in place. The KLWD also has extremely limited options in controlling the activities in its watershed which already include: sources of contamination (livestock, water fowl and sewerage systems), human recreational activity and agricultural land use. Further improvements to the lakes access have the potential to exacerbate and compound these problems.

This office is not aware of any "support for the initial project proposal in 2012" as stated on page 3 of the draft "Kemp Lake Foreshore Access Infrastructure Improvement Proposal" dated January, 2017. If any documentation regarding this offices support exists please forward it to this office for review.

If an alternative source for drinking water is approved by this office for the KLWD then this office would reconsider this proposal for review. Please keep this office included in any future proposals regarding recreational water activities in your electoral area.

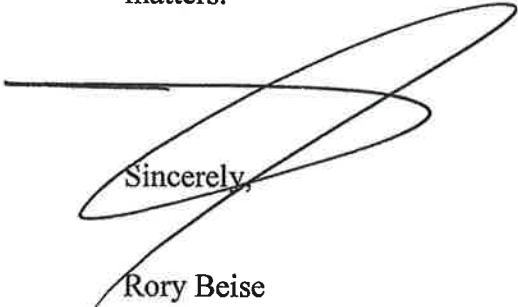
Gateway Office

201 - 771 Vernon Avenue, Victoria, BC V8X 5A7

Tel: 250-519-3401 | Fax: 250-519-3402

Excellent health and care, for everyone, everywhere, every time.

Feel free to contact me at 250.519-3645 if you have any questions or concerns regarding these matters.



Sincerely,

Rory Beise
Land Use/Drinking Water Consultant

c.c.: Dr. Richard Stanwick, Chief Medical Health Officer
Dr. Murray Fyfe, Medical Health Officer
Craig Nowakowski, Supervisor
Joanne Lum, Senior Environmental Health Officer
Kevan Brehart, Chair Board of Trustees, Kemp Lake Waterworks District
JDF Electoral Area Parks and Recreation Advisory Commission, 3-7450 Butler Road,
Sooke, BC V9Z 1N1
Freshwater Fisheries Society of BC #101, 80 Regatta Landing, Victoria, BC, V9A 7S2
Mayor Maja Tait, District of Sooke, 2205 Otter Point Road, Sooke BC, V9Z 1J2

RB/gch

KEMP LAKE WATERWORKS DISTRICT

PO BOX 465
SOOKE, BC V9Z 1H4
Tel: 642-2875

16 March, 2017

Iain Lawrence
Manager Juan de Fuca Local Area Planning
Capital Regional District
3-7450 Butler Road
Sooke BC V9Z 1N1

RE: Proposed Kemp Lake Foreshore Access Improvement Plan

This plan is proposing to enhance facilities at Kemp Lake off the Ministry of Transportation and Infrastructure Milligan Road foreshore access. This area is a popular site for non-motorized boat launch, fishing and swimming. The proposed plan would provide a dock for boat launches, fishing and swimming as well as improve parking, picnic and washroom facilities.

If this proposed project carries forward the Kemp Lake Water District requests that any and all precautions be put in place to prevent any adverse effect on the quality of the lake water.

The District is not supportive of the plan to improve the foreshore access for use by vehicles and would request that access be instead restricted as is done at the end of Chubb Road, using concrete barriers to prevent any vehicles from entering the water. Non-motorized vessels such as canoes and kayaks would still be able to easily access the lake.

The parking and washroom facilities plans are both favorable as they relocate vehicles farther away from the lake shore and, currently there are no washroom facilities on-site.

Regards,



Joanne Hemphill
Board of Trustees
Kemp Lake Waterworks District

INFORMATION ONLY



Ministry of Forests, Lands and Natural Resource Operations
Front Counter BC
Nanaimo, B.C. V9T 6J9

Juan de Fuca Electoral Area
Parks and Recreation
3-7450 Butler Road
Sooke, B.C. V9Z 1N1

January 24, 2017

Re: Letter of Support for Application For Crown Land Tenure (Kemp Lake Boat Launch)

The Juan de Fuca Electoral Parks and Recreation Advisory Commission is a commission within the CRD, and represents the community parks and recreation programs for the Juan de Fuca Electoral Area. The proposed Kemp Lake Infrastructure Improvement Plan has been a desirable project for several years, and is an identified project objective in the Juan de Fuca Parks and Recreation 2015-2019 Division Service Plan, as approved by the CRD Board.

The site of the proposed project area (Ministry of Transportation and Infrastructure Milligan Road Access to Kemp Lake) has been a popular boat launch, shore fishing and swimming area by local residents for many years. The proposed project will provide support infrastructure to improve access to these recreational activities. The improvements will include a dock structure as well as improved shore-based facilities for parking, boat launch and a small picnic area. A Provincial Public Highway Permit Application is currently being reviewed by MoTI.

By way of this letter, the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission fully supports this recreation proposal and application for a crown land tenure. If you have any further questions, please contact the Juan de Fuca Parks and Recreation program manager, Ron Hamilton, at 250-642-8103 or rhamilton@crd.bc.ca.

Sincerely,

Louise Paterson,
Chair
JdFEA Parks and Recreation Commission

cc: R. Hamilton, E. Taylor