

**Capital Regional District  
Juan de Fuca Electoral Area Parks and Recreation Commission  
Minutes of a meeting held Tuesday, January 25, 2011  
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), L. Deutscher, S. Jorna, B. Mark, W. Vowles (Alternate Director)  
Staff: R. Hamilton, Parks and Recreation Manager, W. Miller, Recording Secretary  
Public: 1  
Press: 0

**1. CALL TO ORDER**

The meeting was called to order at 5:00 p.m.

**2. ELECTION OF CHAIR AND VICE CHAIR**

The Manager called for nominations for the position of Chair of the Juan de Fuca Electoral Area Parks and Recreation Commission for 2011 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 Chair called for nominations for the position of Vice Chair of the Juan de Fuca Electoral Area Parks and Recreation Commission for 2011 and Commissioner Douch's name was put forward. The Chair called two times for further nominations and, as there was none, Commissioner Douch was declared Vice Chair.

**3. APPROVAL OF THE AGENDA**

Upon Commission enquiry, the Manager confirmed that no new information has been received regarding the Marine Trail Holdings applications.

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

**4. APPROVAL OF THE MINUTES OF OCTOBER 26, 2010**

**MOVED** by Commissioner Jorna, **SECONDED** by Commissioner Douch that the minutes of October 26, 2010 be approved as amended. **CARRIED.**

**5. CHAIR'S REPORT**

**6. DELEGATION**

**7. DIRECTOR'S REPORT**

**8. STAFF REPORT**

**a) Staff News**

Community Parks Regulatory Bylaw

Initial comments on the draft Community Parks Regulatory Bylaw were received back, following the Southern Gulf Islands Commonalities meeting of October 20. Following dialogue with the General Manager and the Manager for the Salt Spring Island Parks & Recreation Program, it was decided to proceed with a bylaw that would apply to the Salt Spring Island Electoral Area and the Juan de Fuca Electoral Area.

Western Forests Products JC8 Trail Easement (Priest Cabin)

On November 16, the Manager and Commissioner Jorna performed a site visit with the Ken Brotherstone, agent for the owners of JC8.

The following was agreed to:

- The trail easement will be 30ft wide and include the existing road through JC8 to and beyond the BC Hydro transmission line to the north boundary of the property.
- A second trail easement will follow the SW boundary of JC8 connecting the access road easement to the NW corner of Priest Cabin Community Park;
- A legal survey (CRD costs) of the trail easement (using the centre line of the hydro access road) will be carried out by the owner and used to register the easement with land titles branch;
- Mr. Brotherstone will address water erosion issues along the easement route.
- As both the current and potentially future owner of the property, as well as BC Hydro will want continued access on the existing road, it was agreed that an Agreement would be developed that recognizes the road as serving multiple uses. If at any point the road requires further improvements for vehicle access that precludes its use as a trail, the trail easement will be accommodated adjacent to the road.
- With this agreement, the CRD will have jurisdiction over the trail, which will provide access to the hydro line and other trail networks, including those to the Matterhorn trail.
- The owner was agreeable to signing the trail easement as a CRD Community Parks and Recreation trail.

Subsequently, it was determined that Western Forest Products also registered a statutory right of way over the road for future logging vehicle access to adjoining properties. Discussions are underway to resolve the conflict of use.

#### Mount Matheson Community Trail Proposal

A site visit was carried out on November 18 with the Manager, past Commissioner Mark LeBlanc, and Regional Parks staff to locate a future trail from the CRD easement off the Mount Matheson cul-de-sac, to connect to unofficial existing trails in Matheson Lake Regional Park. The trail would be a collaborative initiative between:

- a) The Mount Matheson Conservation Society, who have secured an easement agreement with a local property owner to link with the CRD easement to the border of Matheson Lake Regional Park. As well, they will make an application to the Director to request funds from the Casino Revenue Allocation to cover costs of trail construction;
- b) Regional Parks, who will construct the connecting trail in the regional park section (primitive trail standards); and
- c) JdFEA Community Parks who would coordinate the trail segment from the cul-de-sac.

This is a shelf project which will require finalization of an easement with a property owner, securing necessary funding, and coordinating the project with Regional Parks in a future budget program. It was noted that Regional Parks needs to develop the trail standard for this proposal.

#### William Simmons Site Management Plan – Update

A contractor has been secured to: 1) Design the map and information needs for the two information kiosks to be installed next year; and 2) Design symbol signs for the wayfinding posts to guide users to the various facility areas of the park.

The Manager requested Commission comment regarding the presented drafts of the kiosk maps. Comment was forwarded supporting the addition of a wildlife/bear aware statement, a Sooke direction indicator and compass points. The Manager confirmed that a bulletin board will be posted in the park to advise of wildlife sightings. Comment was forwarded acknowledging flooded sections of the Panama Rail Trail.

#### Sooke Business Park Trail Dedication

The Manager relayed that trail work is progressing and that the developer has been asked to apply additional surface material to the trail section on the north side of Otter Point Road. The Manager confirmed that landscaping enhancements and a kiosk are planned for this junction.

Kemp Lake Beach Access – MOE Proposal

The Planner will be performing a site visit with the MOE representative February 27. Submission of a revised proposal is anticipated reflecting a more detailed project cost estimate.

Yoga Equipment – Rosslyn Anne

The yoga equipment purchases approved by the Commission in support of a Port Renfrew community yoga program have been acquired and delivered.

The Manager advised that all other existing recreation program contracts have been renewed but at a lower level of financial compensation due to budget limitations. It was also advised that a draft contract has been forwarded for a proposed Nia dance program in Shirley.

General Commission discussion ensued regarding the 2011 budget. The Manager confirmed that this year's priorities include continued work at William Simmons Memorial Park, development of trails and parking at Seagirt Ponds Park and trail development at Fishboat Bay Park. Commission comment was forwarded supporting a plaque at Priest Cabin Park recognizing Father Sherburne.

**9. NEW BUSINESS**

The Chair acknowledged the information letter received from the Sheringham Point Lighthouse Preservation Society, reporting on management of the Sheringham Point trail.

**10. UNFINISHED BUSINESS**

**a) Stewardship Agreements (Seagirt Ponds, Juan de Fuca Community Trails, Copper Mine)**

The Manager advised that a draft agreement has been forwarded to the Juan de Fuca Community Trails Society.

**b) Otter Point Holdings – Trail/Cash-in-Lieu Contribution**

**c) McLeod Industries (Z-03-08) – Cash in Lieu/Amenities**

**d) Rezoning Application – Doeding & St. John – Cash in Lieu**

**e) Goldstream Heights Subdivision**

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

The Manager reported that a permit application has been submitted to the Ministry of Transportation and Infrastructure.

**g) Western Forest Products Trail Statutory Right of Way – JC8 (Priest Cabin)**

At this time, the Manager confirmed that approximately \$100,000 is forthcoming from the Orveas Bay development.

**11. QUESTION PERIOD**

**12. NEXT MEETING**

February 22, 2010. It was confirmed that the March meeting will be at the call of the Chair.

**13. ADJOURNMENT**

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* and (k) *Negotiations and related discussions respecting the proposed provision of a service.* **CARRIED.**

The in camera meeting commenced at 5:55 p.m. and adjourned at 7:38 p.m.

**14. RISE AND REPORT**

**15. ADJOURNMENT**

The meeting adjourned at 7:40 p.m.

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Louise Paterson, Chair

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Wendy Miller, Recorder