

**Capital Regional District  
Juan de Fuca Electoral Area Parks and Recreation Commission  
Minutes of a meeting held Tuesday, May 24, 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), L. Deutscher, K. Douch (Vice Chair), S. Jorna, W. Vowles (Alternate Director)  
Absent: Commissioner V. Braunschweig, B. Mark, I von Schuckmann  
Staff: R. Hamilton, Parks and Recreation Manager, W. Miller, Recording Secretary  
Public: 0  
Press: 0

**1. CALL TO ORDER**

The meeting was called to order at 5:08 pm.

**2. APPROVAL OF THE AGENDA**

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

**3. APPROVAL OF THE MINUTES OF APRIL 26, 2011**

**MOVED** by Commissioner Deutscher, **SECONDED** by Commissioner Vowles that the minutes of April 26, 2011 be approved as presented. **CARRIED**

**4. CHAIR’S REPORT**

The Chair spoke to the official opening of William Simmons Memorial Park stating that the event was a great success with good attendance. The Chair extended thanks to John Horgan, MLA, Randall Garrison, MP, Mike Hicks, Regional Director, Wally Vowles, Alternate Director and Ron Hamilton, Parks and Recreation Manager.

The Chair reported that she visited the Greens property at Becher Bay taking photographs of the low tide and proposed parkland dedication in lieu of the second Ministry of Transportation and Infrastructure foreshore access. The Chair advised that the shrubbery around the view point has increased since the last site visit.

**5. DIRECTOR’S REPORT**

**6. STAFF REPORT**

**a) Staff News**

DL 177 Statutory Right of Way – Priest Cabin

The property owners are in the process of signing off on the statutory right of way. Once received, CRD signatures will be completed and the SRW registered. It is anticipated that registration will be completed by the end of the month.

Commission member comment was forwarded advising that the Juan de Fuca Community Trails Society entered into dialogue with TimberWest during a day visit. Discussion included continued access to the Matterhorn. TimberWest did not object to posting of notices at four trail access points as a means of directing hikers away from active logging areas.

#### Official Opening, William Simmons Memorial Park, May 21

The Manager spoke to parks work completed prior to official opening and future projects including culvert work, installation of eavesdrops on the picnic shelter and installation of a forestry gate at the field entrance.

Commission comment was forwarded relaying comment from the public supporting signage to identify horse parking stalls and alteration of the stalls to increase trailer parking mobility.

The Manager advised that two signs are scheduled to be installed and that relocation of the kiosk to increase parking mobility is an option to revisit in the future should demand warrant.

The Manager spoke to the site visit performed on May 4 with three volunteers to identify key plant species to be protected. Site visit discussion included a plant propagation plan and the possibility of having the Sooke Children's Garden Club do some works around the bridge adjacent to the pond.

Commission comment was forwarded advising that Canada World Youth will be in Sooke from October 15 – November 15. This organization often seeks volunteer opportunities and it was suggested these youth may be interested in assisting at William Simmons Memorial Park or at Wieland Road.

The Manager spoke to the site visit performed on May 12 to review outstanding work required by Sooke Business Park. Final instructions were to bring the trail on the north side of Otter Point Road up to standard, do final grooming and edging to all the trails, and ensure a granular fine trail connected from the parking lot to the Wieland trail head. All required parks work has now been complete by Sooke Business Park.

#### Slide – The Park in Port Renfrew

The Port Renfrew Chamber of Commerce has acquired the slide for the park and has worked with the Manager to ensure installation is completed by a certified inspector, with the help of local volunteers. Installation of the slide is tentatively scheduled for Wednesday, May 25.

#### Becher Bay Development Permit – The Greens

The Manager has completed the new DFO Project Review Application for the proposed trail and bridge within the RAR. This was submitted on May 2.

#### RAR Assessment Report – Poirier Lake

The RAR environmental assessment has been completed by Cascadia Biological Services. The assessment report addressed thinning of alder and topping high ground vegetation in order to ensure good site lines to Poirier Lake from the day use area. The report also addressed future development proposals for replacement of the existing dock structure, and continued use of an existing trail from the view point area in front of the life tenant property to the dock.

#### Port Renfrew Community Hall Operating Committee Meeting

The Manager and CRD financial analyst Val Leigh-Dorin attended the first organizing meeting of the new Committee on Wednesday evening, May 18. The agenda addressed several key items:

- Review of roles and responsibilities of Committee members and the CRD;
- Setting up a Committee bank account and checks;
- Develop a fee schedule for approved uses of the hall;
- Evaluate interior renovation requirements in the event funding from the current capital development funding can be used;
- Discuss revenue sources and ongoing uses of the hall;
- Discuss future funding sources for an ongoing operational budget.

At this time, Commissioner Deutscher, the Chair of the Committee, extended thanks to Ron Hamilton and Val Leigh-Dorin for their ongoing support including review of building deficiencies.

**7. CORRESPONDENCE**

**a) Sheringham Point Lighthouse Preservation Society re: 2011 First Quarter Report**

The Chair received the correspondence. The Manager advised that the parks crew will be meeting with the contractor for the society to review trail works on June 14.

The Manager advised that the trail head sign provided by the society, installed at a cost of approximately \$7,000, was destroyed when vandals drove a vehicle directly into the sign.

**8. NEW BUSINESS**

**a) Otter Point OCP Review Update**

Commissioner Jorna spoke as a member of the Otter Point OCP Review Citizen's Committee. It was advised that, through public consultation and utilization of a workbook, six priority topics have been identified. Parks, trails and transportation ranked second.

A draft policy statement for Bylaw 3354 pertaining to local community parks and trails, directly referencing the Juan de Fuca Electoral Area Community Parks Strategic Plan was circulated. The Commission raised no objection to the draft statement.

Commission discussion ensued regarding the OCP's density provisions.

Further Commission comment was forwarded suggesting that scheduled Commission park inspections should be scheduled. It was asked that the Manager circulate a site visit schedule to the membership.

**9. UNFINISHED BUSINESS**

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

It was reported that the stewardship agreement with the Juan de Fuca Community Trails Society is in the process of being finalized.

**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**

**g) Trail Statutory Right of Way – Priest Cabin**

**10. QUESTION PERIOD**

**11. NEXT MEETING**

The next meeting of the Commission is scheduled for June 28, 2011. The July and August meeting will be at the call of the Chair.

**12. 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.* **CARRIED**

The in camera meeting commenced at 6:20 pm and adjourned at 6:25 pm.

**13. RISE AND REPORT**

**14. ADJOURNMENT**

The meeting adjourned at 6:25 pm

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Louise Paterson, Chair

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Wendy Miller, Recorder