

**Capital Regional District
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Minutes of a meeting held Wednesday, August 17, 2011
Juan de Fuca Electoral Area Office, #2 – 6868 West Coast Road, Sooke, BC**

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), V. Braunschweig,
L. Deutscher, S. Jorna, B. Mark, Ida Von Schuckmann
Absent: W. Vowles (Alternate Director)
Staff: R. Hamilton, Parks and Recreation Manager
Public: 1
Press: 0

1. CALL TO ORDER

The meeting was called to order at 4:04 pm.

2. APPROVAL OF THE AGENDA

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

3. NEW BUSINESS

a) JdFEA Parks & Recreation Program 2012 Business Plan and Budget Review

The Manager spoke to draft 2012 Business Plan and parks/recreation budgets presented for Commission review and comment.

JdFEA Parks and Recreation Business Plan for 2012

Commission discussion points:

- A weakness in the Community Parks service is that community parks are not evenly distributed throughout the electoral area, which remains a long term goal.
- A new Service Bylaw levy for parks continues to be a priority, recognizing that increased funding needs are modest in nature and; that through the review process for JdFEA Official Community Plans, there is an opportunity to build support for alternative transportation trails linking communities and community parks.
- On the Recreation Program Risks/Opportunities, it was pointed out that funding provided to the Port Renfrew Recreation Centre for utility costs, will attract similar requests from other communities, particularly East Sooke, Otter Point and the Malahat which are also seeking development of new community halls.
- For the Priority Workforce Plans aspects of the Business Plan, Commissioners pointed out the challenges of potentially having to train new staff each year because of hiring practices, and the constraints of a limited salary budget in order to ensure ability to attract returning staff.
- Commissioners discussed the need for improving public awareness about community parks. Ideas such as a brochure, enhanced information on the website (where a brochure could be posted to reduce costs, plus provide a photo gallery of individual parks). It was recognized that budget limitations would be a factor in meeting this objective.

2012 Business Plan

The Manager spoke to key priorities including:

- New Service Bylaw for the Community Parks Program; development of trails, a parking area and viewpoint for Seagirt Ponds (East Sooke).
- Construct a switchback trail or stairway at Fishboat Bay Park for safer access to the beach.
- Provide maintenance crew support to volunteers working under a Stewardship Agreement.
- Continue development and implementation of a joint MOE/CRD proposal for the Kemp Lake Foreshore Access.

- Ongoing work on Local Area Planning referrals for subdivision and rezoning plans which offer opportunities for parkland/trail dedications, cash-in-lieu or other amenities.

The Manager provided a separate handout providing more details on the proposed work priorities for 2012. It was pointed out by the Manager that achievement of the work priorities will be based on available funding and cost of each initiative, and that some may take more than one year to complete.

2012 Parks and Recreation Budgets

The Manager then provided the detailed budgets for the parks and recreation programs in 2012. The current parks program tax levy has been in place since 1987, for which the maximum levy has been utilized for the past three years. The current budget is not sustainable in terms of achieving the Community Parks Strategic Management Plan objectives, nor the ongoing salary and operations and maintenance needs of the program. There is a need for approval of a new service bylaw and levy by 2012, after which significant reductions in program services will be necessary. The Community Recreation Program levy has been in place since 1973 but is only 80% utilized at this time as most of the recreation programs have only been in place for two years and growth is anticipated to remain relatively stable.

No comments or additions to the parks and recreation program budgets as presented were forwarded by the Commissioners. Commissioners recognized the recreation program support funding to the Port Renfrew Recreation Centre was an interim measure until the Operating Committee had its own service budget in place (to be determined this fall).

MOVED by Commissioner Douch, **SECONDED** by Commissioner Braunschweig that the Commission recommend approval of the 2012 Business Plan and budgets, as per changes and additions. **CARRIED**

4. **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 5:15 pm and adjourned at 5:30 pm.

5. **RISE AND REPORT**

a) **Proposed Subdivision of Lot A Section 74 Renfrew District, 11237 West Coast Road**

"This proposed subdivision was referred to the JdFEA Parks and Recreation Commission for recommendations as to the location of two Ministry of Transportation and Infrastructure foreshore accesses that apply to this proposal. It is recommended that the two foreshore accesses be combined over that portion of Proposed Lot 1 between the west side of Sandcut Creek and adjacent to the CRD Jordan River Regional Park Reserve boundary. Except for a potential foreshore access approximately 90 meters east of the owner's house on Proposed Lot 1, there are no other appropriate access points to the shoreline from the West Coast Highway due to very steep terrain".

MOVED and **SECONDED** that the motion be approved as presented.

CARRIED

6. **NEXT MEETING**

September 29, 2011

7. **ADJOURNMENT**

The meeting adjourned at 5:30 pm