

**Capital Regional District
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Minutes of a meeting held Thursday, September 29, 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, W. Vowles (Alternate Director)
Absent: B. Mark, I. von Schuckmann
Staff: R. Hamilton, Parks and Recreation Manager; W. Miller, Recording Secretary
Public: 2
Press: 0

1. CALL TO ORDER

The meeting was called to order at 5:05 pm.

2. APPROVAL OF THE AGENDA

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Deutscher that the agenda be approved with the addition of a delegation from the Sheringham Point Lighthouse Preservation Society. **CARRIED**

3. APPROVAL OF THE MINUTES OF JUNE 28, 2011

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Braunschweig that the minutes of June 28, 2011 be approved as presented. **CARRIED**

4. APPROVAL OF THE MINUTES OF AUGUST 17, 2011

MOVED by Commissioner Douch, **SECONDED** by Commissioner Braunschweig that the minutes of August 17, 2011 be approved as presented. **CARRIED**

5. CHAIR’S REPORT

The Chair spoke to new provincial safety and environmental regulations for off-road vehicles anticipated this start this fall. The new licensing and registration requirements will ease monitoring of off-road vehicle abusers.

6. DIRECTOR’S REPORT

7. DELEGATION

a) Sheringham Point Lighthouse Preservation Society re: Sheringham Point Lighthouse View Trail Naming Request

Society president, Michael Galizio, spoke to correspondence dated July 23, 2011 requesting consideration of a name change to “Jennie’s Trail” to recognize the contributions of Jennie Caruthers, recently passed, and Dr. Marvin Caruthers for past and continued financial contributions to support the trail. Michael Galizio advised that the request has been endorsed by the membership at its last two meetings.

Upon Commission enquiry, Michael Galizio confirmed that intent of the request is to have the current name, Sheringham Point Lighthouse View Trail, remain for the current loop and anticipated future loop extension. The name “Jennie’s Trail” would provide for local recognition, applying to the current loop. It was suggested that the proposed recognition be in the form of an additional sign or rock plaque.

Commission comment was forwarded suggesting consideration of a recognition bench.

8. STAFF REPORT

a) Staff News

JdFEA and SSI Community Parks Regulations

A meeting is scheduled with internal CRD staff and Managers on October 5 to review final legal recommendations and move towards a final version of the regulations. Discussion will include wording consideration to reflect the differences between rural and urban parks. The regulations will be brought back to the JdFEA and Salt Spring Islands Parks & Recreation Advisory Commissions for information and recommendation to go to the Board for approval.

Upon Commission enquiry, the Manager advised that formal public consultation processes are not required for acts/regulations.

Becher Bay (Green Property) Development Permit

The development permit approval process is nearing completion with Local Area Planning, and at that time the Commission's recommendations to MoTI (to receive fee simple parkland from the owner as the alternative to a second foreshore access) should be actioned. The transfer of the park land will occur over the next two months as the development permits are finalized.

DL 177 Statutory Right of Way (K. Brotherstone, Priest Cabin)

The Statutory Right of Way for DL 177 is now registered with Land Titles.

Port Renfrew Recreation Centre Risk Assessment

On August 16 the Manager and CRD Risk, Real Estate & Facility Management staff carried out a risk assessment of the recreation centre. The report on necessary repairs and inspections has been received. There is funding available from the capital development project to address this. Any remaining funds will go towards other repairs and improvements based on recommendations from the Operating Committee.

The Manager advised that the report provides recommendations on the orca whale sign which was originally built as a community elementary school project. At present, it appears the sign is not erected on CRD land. CRD Risk, Real Estate & Facility Management will be asked to confirm.

Upon Commission enquiry, the Manager advised that approximately \$30,000 remains from a Towns for Tomorrow grant to address the repairs identified in the report.

As the Port Renfrew Recreation Centre Operating Committee is a committee of the Commission, reports will be provided on the status of the centre as information is received.

Trail Development – Eaglecrest Park

The work crew were able to clear vegetation off the remaining trail route before completion of work in August. A site visit was carried out with members of the Friends of Eaglecrest Society on August 29 to review the final trail clearing and location of potential rest areas. The Society is very pleased that the trail route has been cleared and they will focus on grooming needs over the winter. This trail will still require more work next year to bring up to full trail standards.

Lawn Maintenance – Copper Mine Park

Trowell & Trimmer Land and Garden Services is the new contractor for this service at Copper Mine Park, and has been doing this work since mid-July. A new ride-a-mower was purchased for the JdFEA park maintenance crew, who have now taken over responsibility for mowing and trimming at William Simmons, Elrose and Port Renfrew parks. This will be more cost effective approach than having this type of maintenance work being done all by contract.

Kemp Lake Foreshore Access

A site visit was carried out on August 23 with a Qualified Environmental Professional (QEP) contractor in order to prepare an environmental report on potential impacts and mitigations for the proposed enhancement project for this MoTI access. Based on the results of the report, potential contractors will then be provided with a contract terms of reference to solicit bids for the proposed work. Once these costs and timelines are known, MOE will prepare a final project proposal that will come to the Commission for review and recommendations. A public consultation information session will also be required as part of the approval process. As funding for this work will be multi-year in nature, no on-site work is anticipated until the next calendar year, if approved.

MoTI Wieland Road Access – Trail Clearing

On August 29, volunteers from the JdF Community Trails Society and the park maintenance crew began clearing a section of the trail route, commencing from the developed portion of the Wieland Road. The work crew focused on removing windfalls while volunteers and Commissioner Jorna laid out the trail route within the road access and commenced vegetation removal. Completion of this trail to meet trail standards will be a longer term objective.

As there has been no response from the property owner to conclude a Statutory Right of Way on the one remaining segment of the route (not included in the MoTI permit) which runs on either side of his property, the Commission has subsequently sent a letter to the adjacent private property owner on August 24 requesting his interest and support for a SRW on his side of the property line. No response has been received to date.

Commission comment noted that this trail opportunity will provide connectivity between the JdFEA and the District of Sooke.

End of Season – Park Maintenance Worker Crew

The work crew's final work day was Friday, September 2. Some key areas the crew were able to accomplish over the past three months included:

- Final preparations for the official opening of William Simmons Park (signage, information kiosks, trail work, landscaping, parking area);
- All playground equipment at Port Renfrew and Copper Mine parks painted and maintained;
- Took over lawn maintenance and trimming requirements for three community parks;
- All existing park trail surfaces cleared and groomed several times over the summer;
- Ongoing garbage and vandalism issues at Wigglesworth addressed weekly;
- Several new signs and posts installed at various locations;
- Clearing new trail route at Eaglecrest Park;

Commissioner Braunschweig reported good comment from the community regarding works at Coppermine Park, noting the new basketball net and painted play equipment.

Further to Commission member comment, the Manager advised that the caretaker for Wigglesworth Lake will remain on site until October 31, volunteering over the winter months to do periodic inspections.

9. CORRESPONDENCE

a) Sheringham Point Lighthouse Preservation Society re: Sheringham Point Lighthouse View Trail Naming Request

The Chair received the correspondence.

10. NEW BUSINESS

11. UNFINISHED BUSINESS

a) Stewardship Agreements (Seagirt Ponds/Copper Mine)

It was advised that a society is in the process of being formed for Copper Mine Park and that

residents in the Seagirt Ponds area will be approached regarding interest in arranging a society to proceed with a stewardship agreement.

b) Rezoning Application – Doeding & St. John – Cash in Lieu
Struck.

c) Goldstream Heights Subdivision

d) Wieland Road Access – Statutory Right of Way Proposal

e) Western Forest Products Trail Statutory Right of Way – JC8 (Priest Cabin)
Struck.

12. QUESTION PERIOD

13. NEXT MEETING

The October 25, 2011 meeting is at the call of the Chair.

14. 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 that are at their preliminary stages.* **CARRIED**

The in camera meeting commenced at 6:03 pm and adjourned at 6:55 pm.

15. RISE AND REPORT

16. ADJOURNMENT

At the request of the Commission, the Manager will contact the Sheringham Point Lighthouse Preservation Society to discuss recognition of Jennie Caruthers by way of a bench or plaque rather than formal trail naming. Commission comment suggested that a bench with plaque would be an asset to the community, providing a welcomed rest stop.

For information, the Manager circulated a letter from CRD Regional Parks issued to P.E. Marsh confirming that the Juan de Fuca Community Parks Strategic Plan and the CRD Parks Strategic Plan do not identify the establishment of dog parks as priority actions.

The meeting adjourned at 6:58 pm

Louise Paterson, Chair

Wendy Miller, Recorder