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**Minutes of a Meeting of the  
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission  
Held Tuesday, June 26, 2012, at the Juan de Fuca Electoral Area Office, #2 – 6868  
West Coast Road, Sooke, BC**

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**PRESENT:** L. Paterson, Chair, K. Douch, Vice Chair, V. Braunschweig, L. Deutscher,  
S. Jorna, W. Vowles, Alternate Director  
**Staff:** R. Hamilton, Parks and Recreation Manager; J. Klassen, Local Area  
Planning Manager; W. Miller, Recording Secretary  
**ABSENT:** A. Boquist, B. Mark, I. Von Schuckmann  
**PUBLIC:** 1

The meeting was called to order at 5:08 p.m.

**1. Approval of the Agenda**

The following additions were made to the agenda:

- 8. b) Admiral John Charles Property
- 9. b) Emergency Planning – Trails

**MOVED** by Commissioner Jorna, **SECONDED** by Commissioner Braunschweig that the agenda be approved as amended. **CARRIED**

**2. Adoption of the Minutes from the Meeting of May 24, 2012**

**MOVED** by Commissioner Jorna, **SECONDED** by Commissioner Deutscher that the minutes from the meeting of May 24, 2012 be adopted as presented. **CARRIED**

**3. Chair's Report**

**4. Director's Report**

**5. Delegation**

**6. Staff Reports**

**a) Staff News**

Site Visit – Three Point Properties, Port Renfrew

Ron Hamilton spoke to the June 18 site visit and the Land Use Concept Plan dated February 14, 2012. From the site visit, it appears there exists good opportunities to identify a trail route from the recreation centre/school area along existing roads within the development area (through the Phase 3 to 9 areas), with an access point on the NW corner of the property to Parkinson Road and just east of the Baird Road access to the new marina.

There is also an opportunity to identify a loop trail within the ravine area, where natural features will be protected by covenant in the riparian area. There is also some interest

to protect isolated patches of older secondary growth and culturally modified trees in the Phase 3 development area.

In addition to the opportunities identified on June 18, Commission discussion ensued regarding:

- a potential connectivity trail from the school through the development area to Wickanninish Road to the general store
- vegetated buffers between trails and roadways
- a potential connectivity trail from Wichanninish Road to Alvarez Place through to Lot 64
- Lot 64 (CRD) has park potential and may provide access to the beach

Ron Hamilton to draft a map of exact location of trails, routes, and parkland that the Commission would like to put forward as a concept for feedback from Planning and Three Point Properties.

#### Port Renfrew Recreation Centre

Ron Hamilton advised that he met on site with the representative from the Vancouver Island Regional Library regarding the library's anticipated move to the recreation centre in September. The library will be forwarding a schematic of several required structural modifications. The library will absorb the cost of the modifications. In addition to a monthly rent charge, the library has agreed to pay for facility cleaning.

Ron Hamilton responded to a Commission member clarifying that any revenue/funds generated by the centre will be directed back to the CRD to offset operating support costs. Any surplus will be allocated towards capital infrastructure.

June Klassen confirmed that the zoning amendment application for the centre was presented to the LUC on May 24. At this meeting, staff recommended that the public hearing requirement for Bylaw No. 3716 be waived and that the proposed amendment bylaw receive first, second and third reading. The LUC recommended that, in addition to office use, proposed Bylaw No. 3716 be amended to reflect that the CU-1 (Community Use One) Zone includes Retail Establishments as a permitted use and that Size of Office Use reflect not more than 60 percent of the principle building. Proposed Bylaw No. 3716 as amended will be re-referred to appropriate CRD departments, government agencies and Port Renfrew community for comment. It is anticipated that the application will be returning to the LUC in September.

#### Eaglecrest Park Trail Development

Work to clear and upgrade a trail within the park is now complete. The trail is designed to accommodate hikers and equestrians. The Friends of Eaglecrest Society will, through their Stewardship Agreement, have responsibility for follow-up grooming and maintenance needs.

#### Sheringham Point Lighthouse Preservation Society

On May 30 the society launched an email write-in campaign to gain public and CRD support for a proposal whereby the society would have more direct management control over the lighthouse structure and any community park land that may come about.

The write-in campaign letters were addressed to the CRD Board Chair, Director Mike Hicks, and the Chair of the JdFEA Parks and Recreation Advisory Commission. Following internal discussions, it was agreed that all responses would come from the Commission Chair, representing the CRD's and Commissions' position that, should an opportunity present itself in the future, it is the objective of the CRD/Commission to acquire and manage the lands as a community park, and collaborate with the Sheringham Point Lighthouse Preservation Society and potentially the T'Sou-ke First Nation, in the management of the park through a comprehensive agreement.

## 7. Correspondence

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| a) <b>Bobbie Metzger – Sheringham Lighthouse Heritage Designation</b>    | i) <b>Erika Pieke – Sheringham Lighthouse Heritage Designation</b>           |
| b) <b>Tom Tidwell – Sheringham Lighthouse Heritage Designation</b>       | j) <b>Sarah Tidwell – Sheringham Lighthouse Heritage Designation</b>         |
| c) <b>Alex Morkin – Sheringham Lighthouse Heritage Designation</b>       | k) <b>William Parkes – Sheringham Lighthouse Heritage Designation</b>        |
| d) <b>Ute Schnarr – Sheringham Lighthouse Heritage Designation</b>       | l) <b>Signy Lawson – Sheringham Lighthouse Heritage Designation</b>          |
| e) <b>Mark Taliaferro – Sheringham Lighthouse Heritage Designation</b>   | m) <b>John Walls – Sheringham Lighthouse Heritage Designation</b>            |
| f) <b>Elaine Taliaferro – Sheringham Lighthouse Heritage Designation</b> | n) <b>Janice Hill – Sheringham Lighthouse Heritage Designation</b>           |
| g) <b>Lanny Seaton – Sheringham Lighthouse Heritage Designation</b>      | o) <b>Office of the Prime Minister – Amendments to the Fisheries Act</b>     |
| h) <b>Dianna Seaton – Sheringham Lighthouse Heritage Designation</b>     | p) <b>Ministry of Fisheries and Oceans – Amendments to the Fisheries Act</b> |

The Chair received the correspondence.

## 8. Unfinished Business

### a) Stewardship Agreements (Seagirt Ponds)

### b) Admiral John Charles Property

Further to expressions of interest from representatives of the community and the Juan de Fuca Community Trails Society to acquire the property as park and further to the site visit on May 2, a Commission member noted that Otter Point has approximately 20 ha of community park which equates to approximately 1% park dedication. It was stated that mapping exercises conducted by CRD Regional Parks identifies the property as a property with significant park potential. It was asked that the Commission look at opportunities to assist in collecting acquisition funds.

Commission discussion points included:

- Submitting a letter to Regional Parks supporting identification of the property as potential park
- Many existing parks in Otter Point are too small to hold broad community value
- Existing parkland is limited relative to community size
- Estate is aware of potential opportunity to donate to offset capital gains
- Existing house has no value
- House can be considered an asset if financing is explored (as opposed to seeking financing for raw land)
- Parcel must meet zone requirements

- Unclear if trust can be extended

Ron Hamilton advised that he will have a discussion with the General Manager, Parks and Community Services, relaying community interest in the property. Item to remain noted as unfinished business.

## 9. New Business

### a) Subdivision Referral S-05-12 (Brown's Mountain, Port Renfrew)

June Klassen spoke to background information provided in a written report. As included in the report, the property was rezoned to a Comprehensive Development 2 (CD-2) zone in 2009. At the time, the applicant proposed a development of 66 lots with a combination of single family dwellings and lodge units. The current proposed subdivision may not comply with the previous plan and, if there are significant changes, the CD-2 zone may need to be amended. A condition of the rezoning was registration of a Development Agreement which outlined the amenities to be provided as part of the subdivision process. Park related items included 5% cash-in-lieu of parkland, a 6 m wide trail through the property and a 5 stall parking area near the road providing access to lands beyond to the north.

The Commission is asked to make comment on the proposed location and design for the trail or parking lot. The parking lot is not tied to the provision of a helipad. CRD Planning and Protective Services will address provision of the helipad and First Nation cultural sites.

Commissioner Deutscher left the meeting at 6:26 p.m.

**MOVED** by Commissioner Braunschweig, **SECONDED** by Commissioner Douch that for proposed subdivision of NE 1/4 Section 12, Township 11, Renfrew District, Except Part in Plan VIP79251; and Lot 2, Section 1 & 2, Township 11, Renfrew District, Plan 44813, Except Part in Plan VIP79251 (S-05-12) the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission recommend to Electoral Area Planning Services:

1. That in lieu of the statutory right of way for trail, the applicant construct a 2 m wide shoulder to Ministry of Transportation and Infrastructure specifications on the inside of the proposed road from Pacific Marine Road to the five stall parking lot on proposed Lot 1 to access Crown Lands.
2. That 5% cash-in-lieu of parkland be received upon submission of phase 1 of the subdivision.

**CARRIED**

### b) Emergency Planning – Trails

A Commissioner reported on a Juan de Fuca Emergency Program meeting held in Otter Point. At this meeting interest was expressed in utilizing gazetted roads as part of an evacuation route to access higher ground. It is understood that the Public Foreshore Access Memorandum of Agreement between the Ministry of Transportation and Infrastructure and the CRD can extend to inland roads. It is further understood that any agency can apply for a Licence of Occupation and that liability is assumed by the license holder. It is not the responsibility of the Commission to manage accesses on behalf of third parties, who should make application to MoTI directly.

Commission members expressed interest in reviewing the Emergency Program's proposed access routes to assess where opportunities may exist to tie emergency access routes to existing community trails. A Commission member acknowledged that community trails can accommodate many opportunities including recreation, alternative transportation and emergency evacuation. It was also pointed out that expectations must be tempered with any new trail proposals as there is no funding to develop and maintain new trails.

**c) Summer Meeting Schedule**

It was decided that the July and August meetings will be at the call of the Chair.

Staff to arrange an appreciation picnic in August.

**10. Public Question Period**

**11. Motion to Close the Meeting**

**12. Rise and Report**

**13. Next Meeting**

September 25, 2012

**14. Adjournment**

The meeting adjourned at 7:13 p.m.

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Louise Paterson, Chair

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Wendy Miller, Recorder