



Making a difference...together

**Minutes of a Meeting of the  
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission  
Held Tuesday, October 23, 2012, at the Juan de Fuca Electoral Area Office, #2 – 6868  
West Coast Road, Sooke, BC**

---

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

The meeting was called to order at 3:00 p.m.

**1. Approval of the Agenda**

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

**2. Adoption of the Minutes from the Meeting of September 25, 2012**

**MOVED** by Commissioner Deutscher, **SECONDED** by Commissioner Boquist that the minutes from the meeting of September 25, 2012 be adopted as presented. **CARRIED**

**3. Chair's Report**

**4. Director's Report**

**5. Delegation**

**6. Staff Reports**

**a) Staff News**

Fishboat Bay Stairs

R. Hamilton advised that a cost estimate has been received for additional hand railing for the stairs at Fishboat Bay. Dependent on budget, work is anticipated to be completed prior to the end of January.

Further to the report provided in September, R. Hamilton responded to a Commissioner questioning resident concerns regarding fires and camping at Fishboat Bay. R. Hamilton confirmed that he has received one complaint from an adjacent neighbour. In addition to contacting the neighbour regarding planned additional signage and options to report complaints, site inspections were carried out by staff and misuse (fires and garbage) was found to be limited. Any fire circles were removed at the time of inspection.

Commissioner Braunschweig entered the meeting at 3:10 p.m.

R. Hamilton advised that residents and Commissioners are not to confront park users directly. Reports of fires and parties are to be reported to the local fire department, the provincial Wildfire Management Branch or the RCMP.

A Commissioner advised that area residents object to the lack of facilities at Fishboat Bay. R. Hamilton spoke to costs associated with provision of a port-a-potty and budgetary limits.

Comments were forwarded suggesting:

- provision of a port-a-potty may attract greater park use
- well kept, well signed parks assist in discouraging misuse
- level of park usage and provision of a port-a-potty should be reviewed again prior to high season
- Numbers to report misuse should be added to the planned additional signage

#### Parkland Dedication Becher Bay

R. Hamilton advised that the park dedication for subdivision S-08-08 (PID: 009-390-472) is now complete and registered under the CRD. R. Hamilton spoke to the survey plan, identifying the view point dedicated as parkland (Lot F). It was confirmed that signage will not be posted identifying the parcel as park as a foot bridge to access the park cannot be considered at this time due to budget.

#### Port Renfrew Recreation Centre

##### a) Rezoning Bylaw 3716

A public hearing will be held at the Port Renfrew Recreation Centre on Tuesday, October 30 to receive public input regarding amendment to Bylaw No. 3109 "Comprehensive Development Plan for Port Renfrew". The purpose of the amendment bylaw is to create a new zone to permit office uses, retail establishment, a thrift shop and laundromat in the centre.

R. Hamilton advised that food service is not one of the proposed permitted uses, noting that the proposed bylaw was developed as to not compete with existing private service providers in Port Renfrew. It was further advised that all rental space has been allocated.

##### b) Operating Committee Public Meeting.

A public meeting was held on October 16 by the Operating Committee. A number of issues were discussed including revenue requirements for 2013 in order to cover projected utility costs of \$8,000; update on the Vancouver Island Regional Library renting space by April 2013; upcoming or planned events for the centre; maintenance needs for 2013. Revenue for 2013 is anticipated to be \$9,500.

#### JdFEA Parks & Recreation Division Plan 2013-15

Managers for Parks and Recreation met with the Corporate Leadership Team (CAO and General Managers) on October 15 to review respective budgets and division plans for 2013-15. R. Hamilton spoke to the updated JdFEA Parks and Recreation plan, speaking to key trends and issues and service levels.

A Commissioner noted that there may be opportunity to solicit comment from a segment of the community regarding park funding, noting that the Otter Point and Shirley Residents and Ratepayers Association regularly hosts online surveys.

R. Hamilton advised that the park program is operating at its maximum requisition level. An increase in budget is not possible without a new service bylaw and tax levy. It was advised that the Corporate Leadership Team acknowledged the benefit of volunteer park stewardship agreements. Commissioners forwarded support for greater communication of volunteer opportunities.

R. Hamilton directed attention to the plan's divisional initiatives. Commissioner comments included:

- comparing the cost of purchasing Regional Parks services against contractor costs
- increasing dialogue with Regional Parks regarding regional park issues in the electoral area (Gallopig Goose/Muir Creek)
- reviewing current recreation programs in each community
- increasing communication of programs subsidized by the Commission
- interest in providing more recreational opportunities (after school programs/fitness)
- extending program support to hike leaders utilized by community groups
- promoting William Simmons Memorial Park as a wedding venue
- promoting opportunity to use parks by specialized horticultural groups

**MOVED** by Commissioner Jorna, **SECONDED** by Commissioner Mark that the Commission recommend approval of the Divisional Plan as presented. **CARRIED**

#### December Meeting

It was decided that the December meeting will be at the call of the Chair.

### **7. Correspondence**

#### **a) Sheringham Point Lighthouse Preservation Society – Sheringham Point Trail 2012 Quarterly Report**

Further to the letter's reference that the society is working on a park use action plan for the lands held by Fisheries and Oceans Canada, it is understood that the CRD/Commission will not be in a position to negotiate acquisition of the lands until the disposition of the federal lands has been determined through treaty negotiation.

The Chair received the correspondence.

### **8. Unfinished Business**

#### **a) Stewardship Agreements (Seagirt Ponds)**

It was relayed that the October meeting of the Friends of Seagirt Ponds has been canceled.

Further to comment received at the September meeting, a Commissioner advised that the Friends of Coppermine Park are looking at potential events in 2013 to raise public interest in the park and interest in funding new play structures.

#### **b) Admiral John Charles Property**

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

**9. New Business**

**10. Public Question Period**

**11. Motion to Close the Meeting**

**MOVED** by Commissioner Jorna, **SECONDED** by Commissioner Braunschweig that the meeting close in accordance with the *Community Charter*, Part 4, Division 3, Section 90 (1): (c) Labour relations or other employee relations and (g) Litigation or potential litigation.

**CARRIED**

The meeting was closed at 4:57 p.m. and opened at 5:50 p.m.

**12. Rise and Report**

**13. Next Meeting**

November 27, 2012

**14. Adjournment**

The meeting adjourned at 5:52 p.m.

---

Louise Paterson, Chair

---

Wendy Miller, Recorder