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**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, April 30, 2013, at the Juan de Fuca Electoral Area Office, #2 – 6868
West Coast Road, Sooke, BC**

PRESENT: L. Paterson (Chair), A. Boquist, V. Braunschweig, K. Douch, S. Jorna,
M. Kimmel, P. Sloan, W. Vowles (Alternate Director)
Staff: R. Hamilton, Parks and Recreation Manager; L. Finch, SEAPARC
Program Services Manager; W. Miller, Recording Secretary

PUBLIC: 1

The meeting was called to order at 3:03 p.m.

1. Approval of the Agenda

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Douch that the agenda be approved. **CARRIED**

It was asked that Long Term Trail Program be added as a standing item under Unfinished Business.

2. Adoption of the Minutes from the Meeting of March 26, 2013

MOVED by Commissioner Douch, **SECONDED** by Commissioner Boquist that the minutes from the meeting of March 26, 2013 be adopted. **CARRIED**

3. Chair's Report

Further to the submission presented at the March meeting, the Chair relayed that she contacted Michael Galizio to thank the Sheringham Point Lighthouse Preservation Society for continued management and stewardship of Sheringham Point Park.

4. Director's Report

The Alternate Director reported that the result of the referendum held April 27, 2013 to approve the operating costs and construction of a new East Sooke fire hall (Bylaw No. 3862 and Bylaw No. 3863) was supported by the electorate.

5. Delegation

a) SEAPARC Community Recreation Survey

L. Finch, Program Services Manager, spoke to the survey produced and circulated by SEAPARC to request feedback regarding priorities for community recreation amenities in Sooke and the Juan de Fuca Electoral Area. L. Finch advised that the survey was circulated in the latest SEAPARC program guide. Survey is also on the SEAPARC website. Drop-off locations include the SEAPARC Leisure Complex, the District of Sooke and the Juan de Fuca office.

Commission comments included:

- survey should have been done in consult/partnership with the Juan de Fuca Electoral Area Parks and Recreation Commission

- survey may generate expectation that greater/more services will be provided
- there are distinct differences/priorities between rural/urban areas
- survey updates should clarify the service roles of SEAPARC, the Juan de Fuca Electoral parks and recreation program and the District of Sooke
- questions/suggestions regarding survey wording

L. Finch advised that Director Hicks is a member of the SEAPARC Commission and that he is aware of the survey. L. Finch closed by advising that the feedback will provide guidance to Commission (Sooke & Electoral Area Parks and Recreation) regarding service provision. Feedback will be shared with the District of Sooke and the Juan de Fuca Electoral Area Parks and Recreation Commission.

6. Staff Reports

a) Staff News

Long Term Trail Program – Meeting

R. Hamilton reported on the meeting held April 25. It was advised that there was representation from the Friends of Eaglecrest Park Society, the Juan de Fuca Community Trails Society, Sooke Saddle Club, Sooke Bike Club, and the BC Backcountry Horsemen. It was advised that there was great interest in collaborating to finish Wieland Trail, further connecting to the King Creek area and Broom Hill lands. Potential opportunities to connect to the Galloping Goose were also forwarded. Notes from the meeting were circulated.

R. Hamilton advised that following the meeting the Friends of Eaglecrest Park Society expressed an interest in extending their stewardship agreement to Amanda Place Park.

In response to comments forwarded by Commissioners, R. Hamilton advised that he will contact Local Area Planning to confirm if a development application in the Blueberry Flats area has been received. Commissioners noted that this area has numerous trail networks, many of which have been used traditionally for motorized recreation.

2013 Work Objectives

R. Hamilton spoke to the approximate decrease of \$8,000 in requisition funding (2013 property assessments dropped) and loss of \$4,550 in rental revenue and subsequent impact to work objectives. R. Hamilton outlined work completed to date (\$24,085), work crew objectives and summer project costs (\$7,685). In addition to regular maintenance, work is scheduled for:

Capenter Road Park	Seagirt Ponds
Coppermine Park	Sheringham Point Lighthouse Trail
District Lot 177 (Priest Cabin)	The Park
Fishboat Bay Park	Wieland Trail
Otter Point Park	

Due to management needs of the Port Renfrew Recreation Centre, it was reported that CRD finance has supported an increase in staff and operational costs to the

recreation program budget with a similar decrease in costs normally charged to the parks budget. The work crew will provide small repairs and maintenance to the centre this season.

A Commissioner forwarded comment noting that tree netting at DeMamiel Park needs to be removed. Support was forwarded for removing broom and planting firs in the parkland adjacent to Otter Point Road and Butler Road.

Port Renfrew Recreation Centre Rezoning

On March 13 the CRD Board adopted Bylaw No. 3716, "Comprehensive Community Development Plan for Port Renfrew Bylaw No. 1, 2013, Amendment Bylaw No. 3, 2012" (rezoning application Z-02-11).

Port Renfrew Recreation Centre – Library Contract

John Payne Contracting Ltd. was the lowest bidder for Port Renfrew library renovation work and has been awarded the contract. All of the bids came in higher than budgeted but the level and type of work has been reduced to meet the budget. The project will not include the kitchen wall/access, hallway doors separating the office space area from the main recreation hall or expansion of the interior wall. Library still scheduled to be open by July. Discussions are proceeding regarding a lease agreement.

Juan de Fuca Community Trails Society – Guided Hiking Program

CRD Risk Management confirmed that the program does not qualify for liability insurance as the program is not managed directly by the CRD. However, Parks and Recreation program funding can be used to support third party initiatives that meet recreation program objectives. The Society will therefore be able to apply for additional support funding to cover overhead costs associated with the safe running of this program.

The Shores Park Hiking Trail Assessment

Further to a site visit on April 3, R. Hamilton advised that access to the park from Waters Edge Drive is not practical due to extremely steep and unstable slopes. However, the trail does have potential to be relocated and developed properly, but will be expensive as bridge crossings are required. A Commissioner forwarded comment suggesting that Petrel Drive may allow access to the park in the interim.

Seagirt Ponds Preservation Society Stewardship Agreement

R. Hamilton confirmed that the Society has been reconstituted and is in good standing. The opportunity of proceeding with a Stewardship Agreement was considered at the Society's General Meeting on April 22. Final changes from the meeting were made to the draft Stewardship Agreement and returned to the Society for review. The Society confirmed its agreement to the wording of the draft agreement on April 24.

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Sloan that the Commission recommend approval of the Stewardship Agreement with the Seagirt Ponds Preservation Society. **CARRIED**

Smoking Ban Proposed for Regional Parks

The CRD Planning, Transportation and Protective Services Committee has endorsed a staff recommendation to extend the CRD's Clean Air Bylaw to include all parks, public playgrounds, public squares and beaches. If approved, community parks will be part of this smoking ban. Issue to be considered by the CRD Board on May 8.

Hazardous Tree Removal – Seagirt Ponds

A significant wind storm in the area created several windfalls and hanging trees along the trails in Seagirt Ponds Park. A contractor has identified six trees for removal.

Staffing Summer Positions

It was reported that Mr. Mark Wilson will be returning to the Park Maintenance Worker 5 supervisor position and Mr. Robert Helmy will be returning to the Park Maintenance Worker 1 position. Work crew season begins May 6.

June 2013 Meeting Date

R. Hamilton reported that he will be away from May 28 to July 8. The next meeting of the Commission will be Monday, May 27. The July and August meeting will be at the call of the Chair. Staff to arrange an appreciation picnic in July.

7. Correspondence

a) Juan de Fuca Community Trails Society – Guided Hiking Program

The Chair received the correspondence thanking the Commission for its support.

8. Unfinished Business

a) Stewardship Agreements

b) Admiral John Charles Property

It was reported that the group formed to explore opportunities to raise funds to assist in acquisition of this property is awaiting certificate of incorporation.

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 Douch that the meeting close in accordance with the *Community Charter*, Part 4, Division 3, Section 90 (1) (e) acquisition, disposition or expropriation of land or improvements **CARRIED**

The meeting was closed at 4:50 p.m. and opened at 5:10 p.m.

12. Rise and Report

13. Next Meeting

May 27, 2013

14. Adjournment

The meeting adjourned at 5:12 p.m.

Louise Paterson, Chair

Wendy Miller, Recorder