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**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, October 22, 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
Staff: R. Hamilton, Parks & Recreation Manager; W. Miller, Recorder
ABSENT: C. Bennett, W. Vowles (Alternate Director)
PUBLIC: 1

The meeting was called to order at 3:02 p.m.

1. Approval of the Agenda

The following additions were made to the agenda:

- 7. b) Sheringham Point Lighthouse Preservation Society – License of Occupation Flea Beach
- 9. a) Wind Projects – Juan de Fuca

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

2. Adoption of the Minutes from the Meeting of September 24, 2013

MOVED by Commissioner Boquist, **SECONDED** by Commissioner Jorna that the minutes from the meeting of September 24, 2013 be adopted. **CARRIED**

3. Chair's Report

No report.

4. Director's Report

No report.

5. Presentations/Delegations

No presentations/delegations.

Commissioner Braunschweig entered the meeting at 3:06 p.m.

6. Staff Reports

a) Staff News

Sheringham Point Lighthouse and Property Memorandum of Agreement (MOU)

R. Hamilton reported on a meeting with Department of Fisheries and Oceans Canada (DFO), Public Works Government Services Canada, representatives of the Sheringham Point Lighthouse Preservation Society (Society) and the CRD (Community Parks Manager and Simon Joslin, Realty Services) on September 17. At this meeting it was agreed that the CRD would take the lead to outline an MOU between the Society and

the CRD that would detail requirements for the transfer of the DFO lands, and their future management.

The draft MOU was reviewed by Michael Galizio, Sheringham Point Lighthouse Preservation Society president, the Community Parks Manager and CRD Realty Services on October 8 and October 21.

R. Hamilton spoke to the key elements of the MOU noting that the finalized draft will be reviewed by the Commission.

R. Hamilton responded to questions directed through the Chair advising that the lighthouse site is zoned Rural Residential 2 and that all zones permit parks. If the Society is granted responsibility for the management of the lighthouse structures, it was further advised that:

- continued access to the lighthouse site by DFO would be arranged between the Society and DFO
- clarity is being sought regarding the status of the lighthouse structures should the Society dissolve
- Site Management Plans will be prepared for the Community Park and Lighthouse structures
- Site Management Plans will undergo a public consultation process
- the Society has agreed to fund all costs related to development and implementation of the MOU, Management Agreement and Site Management Plans

The CRD and the Society are tentatively scheduled to meet again on October 28.

2014 Service Plan

R. Hamilton reported on the update provided to the Executive Leadership Team. No new changes were identified as key initiatives, the new Service Bylaw No. 3767 proposal and the new Vancouver Island Regional Library (VIRL), were already identified. It was advised that the update notes that the reduced municipal requisition level (reduction of approximately \$7,000) and loss of lease revenue impacted the program budget. It was further advised that, commencing in 2014, revenues generated from the Port Renfrew Community Centre will cover all utility and minor maintenance needs.

R. Hamilton outlined 2014 Division Plan Initiatives. Discussion ensued regarding the below initiatives.

William Simmons Memorial Park:

It was advised that a brief update regarding the former life lease residency at William Simmons Memorial Parks was provided to the Otter Point & Shirley Residents & Ratepayers Association (OPSRRA). Development of a site plan for this area of the park has been identified as a 2014 initiative. Vehicle access to this area will be discussed with the Ministry of Transportation and Infrastructure. Recreation amenities will be discussed with the Ministry of Environment. Interim work is planned to remove brambles to open up views to the lake. Commission comment was forwarded supporting consideration of toilet facilities at this park.

Fishboat Bay Park:

Installation of seasonal toilet (May – September) being considered.

The Park – Port Renfrew:

Planned landscape work includes addressing older tree planters.

Seagirt Ponds Park:

Seagirt Ponds Preservation Society has expressed interest in providing amenities including kiosks to provide information on park history and flora/fauna. It is anticipated that work planned by the Commission and by the Society can be organized at the same time.

Port Renfrew Community Centre:

Grant funding will be explored to assist with building improvements.

R. Hamilton responded to a question directed through the Chair advising that the lease with the Vancouver Island Regional Library is for five years as the CRD limits leases to this time. It was further advised that a revision to the Service Plan will be required should proposed Bylaw No. 3767 be approved. R. Hamilton reviewed line items for the 405 budget (Community Parks) and the 408 budget (Community Recreation).

Commission discussion ensued regarding opportunities to raise awareness and support for Bylaw No. 3767 including communicating information to OPSRRA.

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Boquist that the Commission recommend approval of the Service Plan Update Summary and budget for 2014. **CARRIED**

Mount Matheson Trail Proposal

R. Hamilton spoke to the recommendation, as supported by Director Hicks, to be presented to the Electoral Area Services Committee on November 20 authorizing a contribution of \$20,000 from the JDF portion of the Gas Tax Community Works Fund for development of the neighbourhood access trail. Should the recommendation be supported by the CRD Board, it is anticipated that work planned by the Commission and by CRD Regional Parks can be organized at the same time.

Seagirt Ponds Preservation Society – Plan to Remove Yellow Flag Iris

Brian White has been selected to head up the management planning committee for the Society for the removal of the Yellow Iris from the ponds. A test area has been selected and removal from this area is scheduled for November 12. A local excavator contractor has volunteered to carry out the removal. Mitigation measures have been planned to limit impact to the area. Rhizome mats will be transported by truck (CRD Regional Parks) to the Harland Landfill, where there is a designated area for invasive species disposal.

R. Hamilton advised that staff will report back on the November 12 endeavor and that the long term removal plan will be presented to the Commission. The longer removal plan includes removal of flower heads and seeds in July.

Commission comment was forwarded suggesting that the removal project could be a potential B.A. project, noting that this is the first occurrence of the CRD removing Yellow Flag Iris.

Official Opening of the Vancouver Island Regional Library at Port Renfrew

R. Hamilton advised that he, Director Hicks, and members of the VIRL Board of Directors attended the official opening on Saturday, October 5.

Commission Appreciation Dinner

Menu selections to be forwarded to W. Miller.

November and December Commission Meetings

R. Hamilton noted that he will be away from November 18 to December 9. Meetings for these months can be called by the Chair if required.

7. Correspondence

- a) Mt. Matheson Conservation Society – Regional Park Access Mt. Matheson Estates**
- b) Sheringham Point Lighthouse Preservation Society – License of Occupation Flea Beach**

The Chair received the correspondence.

8. Unfinished Business

- a) Admiral John Charles Property**
- b) Subdivision Referral S-05-12 (Brown's Mountain, Port Renfrew)**
- c) Long Term Trail Program**

Staff to arrange a meeting in January. Commission comment was forwarded noting that information from the Juan de Fuca Community Trails Society can be forwarded and used as a framework for discussion.

9. New Business

- a) Wind Projects – Juan de Fuca**

Further to the article in the October 16, 2013 Sooke News Mirror, R. Hamilton relayed that Local Area Planning has received no applications for such a project. Commission comment was forwarded stating that, should a proposal be received, there is opportunity to communicate desire for trail connections/development.

At this time, Commission comment was forwarded asking that the CRD website reflect the recreation programs and opportunities supported by the Commission.

10. Public Question Period

11. Motion to Close the Meeting

MOVED by Commissioner Kimmel, **SECONDED** by Commissioner Sloan 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 Commission closed the meeting at 5:00 p.m. and rose without report at 5:55 p.m.

12. Rise and Report

13. Next Meeting

November and December meeting at the call of the Chair.

14. Adjournment

The meeting adjourned at 5:57 p.m.

Louise Paterson, Chair

Wendy Miller, Recorder