



Making a difference...together

**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, June 28, 2016 at the Juan de Fuca Local Area Services Building,
3 – 7450 Butler Road, Otter Point, BC**

PRESENT: L. Paterson (Chair), V. Braunschweig, K. Douch, S. Jorna, M. Kimmel,
W. Vowles (Alternate Director)
Staff: R. Hamilton, Parks & Recreation Manager; W. Miller, Recorder
ABSENT: C. Bennett, A. Boquist, P. Sloan
PUBLIC: 0

The meeting was called to order at 3:04 p.m.

1. Approval of the Agenda

MOVED by Commissioner Braunschweig, **SECONDED** by Commissioner Kimmel that the agenda be approved. **CARRIED**

2. Adoption of the Minutes of May 31, 2016

MOVED by Commissioner Douch, **SECONDED** by Commissioner Kimmel that the minutes from the meeting of May 31, 2016 be adopted. **CARRIED**

3. Chair's Report

No report.

4. Director's Report

No report.

5. Staff Reports

a) Staff News

New Bylaw – “A Bylaw to Establish A Land Acquisition Fund for Juan de Fuca Electoral Area Community Parks”

The Manager advised that, after several months of internal and legal review, and prior to the bylaw proceeding to the Electoral Area Services Committee for recommendation to the Board, it was determined that letters patent restrict use of land account funding to the purchase of “dedicated parkland”. The Manager confirmed that funds in the land account cannot purchase statutory rights-of-way (SRW) unless the SRW can be dedicated as parkland. Noting the opportunity that SRWs have to provide potential connectivity between existing parkland parcels, CRD finance will establish a capital reserve fund for the Parks Program that could be utilized to purchase SRWs.

The Manager responded to a question from the Commission confirming that the capital reserve would be funded from carry-forwards from existing budgets. Noting program priorities and current resources, carry-forwards will be very limited. It was further confirmed that the capital reserve is not restricted from accepting donations.

Commission comment was forwarded stating that there may be opportunity for local societies to fundraise for specific linkages.

2016-19 JdF Service Plan Review

The Manager highlighted the changes proposed to the 2016-19 Service Plan. It was advised that the proposed changes have been reviewed by the Senior Manager, Regional Parks and that the revised plan is scheduled to be reviewed by the General Manager, Parks and Environmental Services on July 19.

The Manager responded to questions from the Commission stating that:

- the maximum levy was increased by .03% in March 2016
- permanent underground vault toilets cost approximately \$25,000
- composting toilets are costly and require volume for effective processing
- until funding permits, a seasonal toilet will be used at William Simmons Memorial Park
- seasonal toilets will continued to be used at Fishboat Bay Park and Wrigglesworth Park
- due to increased build out, consideration should be given in future to a development plan for Wrigglesworth Park
- the Park Program has 82 volunteers registered under seven stewardship agreements
- volunteers can be called upon to assist with new projects/initiatives
- as the development on the Brown's Mountain is not proceeding, the item has been removed from the Service Plan

Commission comment was forwarded supporting greater promotion of the opportunity to donate to specific parks/park programs. It was suggested these opportunities could be communicated through the seven stewardship societies and through brochures.

Bylaw 4108 Recreation Services and Facilities Fees 2016

Further to the recommendations made at the May meeting, the amended fee schedule has been included in the bylaw update going to the July 6 Finance Committee meeting and the July 13 CRD Board meeting.

The Commission stated support for adding "per hour" to the fee schedule for Port Renfrew so that the table reads, "Clean-up Fee per hour (minimum 4 hours)".

Sheringham Point Community Park Sign Plan/Trail Improvements

It was advised that the Sheringham Point Lighthouse Preservation Society has removed their large wood information kiosk from the lower parking lot trail head. The Community Park signs at this location have now been completed.

The Manager presented pictures of the resurfacing and compact work completed on the section of trail from the lower parking area that connects to the lighthouse lands.

Copper Mine Tennis Court

Pictures were presented showing the repainted exterior sideboards of the tennis court. It was advised that problems with the adjustable basketball hoop are being resolved.

Commission comment was forwarded stating that the tennis court is very well used. Further comment was forwarded stating that the equipment shed is not being used and would be better utilized as a storage facility on the community hall site.

Seagirt Ponds Park

Pictures were presented showing the section of new bypass trail and split rail fencing to close the former trail.

Kemp Lake Foreshore Access

The Manager advised that:

- the access project is identified in the Service Plan for 2017
- the Freshwater Fisheries Society of BC had indicated earlier that it would provide support funding for the docks
- initial review will be to consider potential sites, parking and dock requirements, and then develop a plan and cost estimates
- Gas tax funding would be required for the supporting infrastructure
- a public consultation process would need to occur by the fall

Commission members forwarded interest in reviewing the access sites being considered. Commission discussion ensued regarding public consultation opportunities, including use of a mail drop.

Park Maintenance Crew Tasks

The Manager provided an update on work completed by the Parks crew. It was advised that a certified playground inspector has inspected the play structures at The Park and at Copper Mine. Recommendations pending.

July, August, September and October Meetings

Unless a pressing matter comes forward, the July and August meetings will be at the call of the Chair. The September meeting will be held on Monday, September 26 and the October meeting will be held on Tuesday, November 1.

Summer Picnic

Summer picnic tentatively scheduled for Friday, August 19. Staff to follow up with details.

6. Correspondence

a) Seagirt Ponds Preservation Society – Quarterly Inspection Report

The Commission received the correspondence.

7. Unfinished Business

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

Struck from the agenda.

b) Subdivision Referral S-03-14 (6649 Godman Road)

c) Long Term Trail Program

8. Public Question Period

9. Next Meeting

Next regular meeting is scheduled for September 26.

10. Adjournment

The meeting adjourned at 4:29 p.m.

Louise Paterson, Chair

Wendy Miller, Recorder