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**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, November 22, 2016 at the Juan de Fuca Local Area Services Building,
3 – 7450 Butler Road, Otter Point, BC**

PRESENT: L. Paterson (Chair), A. Boquist, V. Braunschweig, K. Douch, S. Jorna, P. Sloan,
W. Vowles (Alternate Director)
Staff: R. Hamilton, Parks & Recreation Manager; W. Miller, Recorder
ABSENT: C. Bennett, M. Kimmel
PUBLIC: 1

The meeting was called to order at 3:05 p.m.

1. Approval of the Agenda

A Commissioner asked to make comment regarding the Port Renfrew Tourism Trail under Staff News.

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

2. Adoption of the Minutes of September 26, 2016

MOVED by Commissioner Douch, **SECONDED** by Commissioner Sloan that the minutes from the meeting of September 26, 2016 be adopted. **CARRIED**

3. Chair's Report

No report.

4. Director's Report

The Alternate Director thanked Ken Douch for his years of service with the Commission, acknowledging that Mr. Douch has provided notice that he will not be sitting for a further term with the Commission.

5. Staff Reports

a) Staff News

BC Rural Dividend Fund – Port Renfrew Tourism Trail

The Manager advised that the signed agreement for the Port Renfrew Tourism Trail was forwarded to the Province on October 19 which will initiate deposit of \$10,000 into a project account in order to develop a proposal for further funding in 2017. The Manager reported that he met with a Professional Engineer on November 2 to assess the rock and slope stability for the proposed staircase site off Beach Camp. A site visit took place on November 21 with a consultant to review stairway design options. Stairway design will reflect a combination of wood and metal.

A Commissioner forwarded positive comment received from a member of the public regarding the trail proposal.

The Manager responded to questions from the Commission, advising that:

- the stairway would connect Beach Camp through Lot 64 to the new marina
- the stairway would need to climb 50 – 60 feet
- 5 landings are anticipated
- grading would be too disruptive to the slope
- public roads and strata roads would support emergency access
- opportunity to improve and extend the trail along the shoreline is being discussed with local developers
- the integrated trail plan will be developed in conjunction with Local Area Planning

Kemp Lake Foreshore Access

A site meeting with 4M Bobcat took place on November 15 to review the land-based improvements proposed for the Kemp Lake access project, and to get a revised cost estimate for the original 2011 estimate. Based on the revised estimate, the Manager will seek Gas Tax support funding.

Seagirt Ponds Viewing Platform

The Manager presented photos of the water level in the lower pond noting that the pond has already reached its typical winter high water mark. A site visit was done on November 8 with a contractor to develop a final location, design and cost estimate for the proposed 10' X 20' viewing platform, which the Seagirt Ponds Preservation Society has committed to building.

Mount Matheson Trail

The Manager advised that he has been in discussion with an adjacent property owner as a result of trail users developing a shortcut trail over private property to rejoin the trail in order to avoid a rock crop near the trail head. The Manager has met with a contractor to come up with a stairs design and cost estimate to resolve the issue with the rock outcrop.

Subdivision Referral SU000679 (17013 Wickanninish Road)

On October 18 the Juan de Fuca Land Use Committee (LUC) considered and supported the motion made by the Commission in September. On November 9 the CRD Board considered and supported the LUC's recommendation that the requirement for dedicated park land or cash-in-lieu be waived and that the voluntary commitment by 0983327 BC Ltd. to construct a 1.5 m wide trail to Juan de Fuca Electoral Area Parks and Recreation standards within the public road right-of-way be accepted.

Occupant – Otter Point Park

The Manager is currently working with Bylaw Enforcement to remove an individual who appears to have been residing in the park for some time.

December Meeting

The December meeting is at the call of Chair.

At this time, Commission comment was forwarded stating that there appears to be an increase in windfall this year at Otter Point Park and that some trees require inspection. Further comment was forwarded questioning the status of a park on West Coast Road and the status of forest reserve land above Otter Point Place. The members were asked to forward additional information to staff.

6. Unfinished Business

- a) Subdivision Referral S-03-14 (6649 Godman Road)
- b) Subdivision Referral SU000679 (17013 Wickanninish Road)
- c) Long Term Trail Program

7. Public Question Period

8. Next Meeting

Next regular meeting is scheduled for January 24, 2017.

9. Adjournment

The meeting adjourned at 3:53 p.m.

Louise Paterson, Chair

Wendy Miller, Recorder