

## Meeting Minutes

### Regional Parks Committee

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Wednesday, October 19, 2016

10:00 AM

6th Floor Boardroom

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**PRESENT:**

Directors: M. Hicks (Chair), D. Screech (Vice Chair), J. Brownoff, B. Isitt, N. Jensen, S. Price, L. Seaton, M. Tait, K. Williams, R. Windsor

Staff: R. Lapham, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; M. Walton, Senior Manager, Regional Parks; B. Hudson, Manager, Planning, Resource Management, and Development; C. Stewart, Planner, Regional Parks; P. Perna, Committee Clerk (Recorder)

Others: Alternate Directors M. Lougher-Goodey, L. Hundleby

The meeting was called to order at 10:01 am.

#### 1. Approval of Agenda

**MOVED by Director Seaton, SECONDED by Director Windsor,  
That the agenda for the October 19, 2016 Regional Parks Committee meeting be approved as circulated.**

**CARRIED**

#### 2. Adoption of Minutes

- 2.1. [16-1008](#) Minutes of the September 21, 2016 Regional Parks Committee Meeting

**MOVED by Director Seaton, SECONDED by Director Windsor,  
That the minutes of the September 21, 2016 Regional Parks Committee meeting be adopted as circulated.**

**CARRIED**

#### 3. Chair's Remarks

The Chair remarked on the following:

- \* had a great event on the Sooke River and they received all of their brood stock
- \* getting through Regional Parks work quite quickly with the Regional Trails Management Plan for this agenda and Island View Beach Management Plan on the next agenda
- \* congratulated Mike Walton on receiving his doctorate degree and requested a round of applause

#### 4. Presentations/Delegations

- 4.1. [16-1026](#) Delegation: Ms. JoAnne Nelson and Ms. Liz Ashton, Capital Region Equestrians Re: Item 5.1. Regional Trails Management Plan

Ms. JoAnne Nelson and Ms. Liz Ashton spoke on behalf of Capital Region Equestrians and spoke to a PowerPoint presentation regarding the Regional Trails Management Plan where it pertains to equestrian use. Ms. Ashton provided an overview and history of the Capital Region Equestrians.

**MOVED by Director Windsor, SECONDED by Director Tait,  
That Capital Region Equestrians be added to the Capital Regional District's list of stakeholders for future consultation.**

**CARRIED**

## 5. Committee Business

### 5.1. [16-994](#) Regional Trails Management Plan

L. Hutcheson introduced and provided an overview of the report.

Discussion ensued on the following:

- \* concerns with the maximum width on trails, roadways and at trail entrances and exits
- \* concerns with motor assisted cycles
- \* public art included as well as murals
- \* legislation and enforcement of helmets
- \* public awareness campaigns
- \* signage at crosswalks showing if cyclists ride or walk across
- \* the need for infrastructure upgrades and maintenance on trails, trestles, and bridges
- \* bollards need to be addressed to ensure better visibility
- \* providing way-finding signs and see where there is a need for signage upgrades
- \* lighting on the trails and the impact on neighbours and users
- \* leaving trails rustic, paved, or twinned for both rustic and paved
- \* accessibility for the physically challenged

**MOVED by Director Brownoff, SECONDED by Director Isitt,  
That the Regional Trails Management Plan be amended under item 2.4.1 (7) to add the following words: "and public art".**

**CARRIED**

**MOVED by Director Brownoff, SECONDED by Director Isitt,  
That the Regional Trails Management Plan be amended under item 2.4.2 (2) first bullet to add the following words: "and equestrians" after the word "rollerbladers."**

**CARRIED**

**MOVED by Director Brownoff, SECONDED by Director Isitt,  
That the Regional Trails Management Plan be amended under item 3.5 Priority Actions to include "Capital Regional District to review the use of Bollards to determine if changes are needed for safety of people riding bicycles."**

**CARRIED**

**MOVED by Director Isitt, SECONDED by Director Brownoff,  
That the Regional Trails Management Plan be amended under item 2.5 (2) bullet 4 to add the following words: "wayfinding" before the words "and signing links."**

**CARRIED**

**MOVED by Director Screech, SECONDED by Director Windsor,  
That the Regional Parks Committee recommend to the Capital Regional District  
Board:  
That the 2016 Regional Trails Management Plan be approved as amended.  
CARRIED**

**5.2. [16-1003](#) Funding for the Completion of the E&N Rail Trail**

L. Hutcheson provided an overview of the report.

Discussion ensued on the following:

- \* estimated values of the phases
- \* Federal regulations for specific things that must be in place at rail crossings
- \* costs of installing the infrastructure to meet the federal regulations
- \* request for information regarding how many level grade crossings are present on the E&N trail in each municipality
- \* what the average annual costs per household would be of the proposed borrowing
- \* request for identification of the percent of park land identified in the Land Acquisition Strategy that has been acquired and what is left to be acquired
- \* defining what a major park infrastructure asset would be
- \* starting a maintenance reserve fund
- \* building, acquiring, and providing analysis of data for a GIS model
- \* the need to look at staff and maintenance levels

**MOVED by Director Isitt, SECONDED by Director Windsor,  
That the Regional Parks Committee recommend to the Capital Regional Board:  
That CRD Regional Parks be authorized to borrow up to \$6.1 million under a new  
loan authorization bylaw to complete construction of phases 3 and 4 of the E&N  
Rail Trail - Humpback Connector by 2019.  
CARRIED**

**MOVED by Director Windsor, SECONDED by Director Screech,  
That the Regional Parks Committee recommend to the Capital Regional Board:  
That staff be directed to assess and report back on the merit and opportunities of  
extending the land acquisition fund beyond 2019, to enable funding of both  
future regional parkland acquisitions and other major parks infrastructure assets.  
CARRIED**

**5.3. [16-1000](#) 2017 Service Plans Review Process**

L. Hutcheson made a few introductory comments and spoke of the summary plan, which highlights the updates and changes.

M. Walton provided details of the service plan summary and details on each plan.

Discussion ensued on the following:

- \* ensuring sufficient staff hours to take care of the Sea to Sea park properly
- \* seasonal staffing level adjustments as needed
- \* volunteers, the volunteer program, and volunteers working with staff and tourism
- \* timeline for the draft management plan coming to the committee

**MOVED** by Director Williams, **SECONDED** by Director Screech,  
That the Regional Parks Committee recommend to the Capital Regional District Board:  
That the attached service plans be approved as presented, and direct staff to prepare the 2017 Financial Plan in accordance with the approved service plan.  
**CARRIED**

**5.4.**     [16-992](#)     Durrance Lake Dam - Mount Work Regional Park

L.Hutcheson advised this is an information report and advised that they are working with Butchart Gardens.

**MOVED** by Director Price, **SECONDED** by Director Screech,  
That the Regional Parks Committee receive this report for information.  
**CARRIED**

**6. New Business**

**7. Motion to Close the Meeting**

**7.1.**     [16-1012](#)     Motion to Close the Meeting

**MOVED** by Director Seaton, **SECONDED** by Director Windsor,  
That the meeting be closed in accordance with the Community Charter, Part 4, Division 3, 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the regional district.  
**CARRIED**

The Committee moved to the closed session at 11:39 am  
The Committee rose from the closed session at 12:14 pm without report.

**8. Adjournment**

**MOVED** by Director Windsor, **SECONDED** by Director Seaton,  
That the October 19, 2016 Regional Parks Committee meeting be adjourned at 12:14 pm.  
**CARRIED**

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Chair

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Recorder