



**CSRD – Rural Sicamous
Area ‘E’ Community Parks and
Recreation Advisory Commission
Draft Agenda of Commission Meeting**

**March 4, 2010
6:30 pm
Sicamous Rec. Center
File: 6140 70 03**

A. Business General

- 1 Welcome and Introductions.
- 2 Adoption of minutes
October 22, 2009

B. Business Items

- 1 Overview of Area ‘E’ Parks Plan for new commissioners.
- 2 Role of Commissioners
 - Explanation of roles
 - Overview of Commissioner’s handbook
 - Agenda overview and explanation
- 3 Assign roles to Commissioners
- 4 Updates on Swansea Point Lake Accesses (Windsor and Cambridge Road) and Sicamous Creek Falls Trail and Trailhead. – Kevin Clarkson
 - Signage
 - Amenities
- 5 Opportunity to involve Community Future’s/Youth Work Funding within proposed projects - Kevin Clarkson
- 6 Budget
 - Overview of 5 year financial plan (spreadsheet)
 - Review and discussion of capital budget projection
 - Review 2009 Area ‘E’ General Operating Fund
- 7 Discuss options for upcoming projects
 - Owlhead Falls
 - Perry River Canyon
 - Eagle River Waterway

• Adjournment / Next Meetings

Next Meetings: May 27,2010

Area 'E'

Community Parks and Recreation Advisory Commission

Agenda

May 27th, 2010 – 7.00 pm

Sicamous Recreation Centre

A. Business General

- 1 Call to Order
- 2 Adoption of Agenda

B. CSRD Report

- 1 Sicamous Creek Falls Trail and Trailhead
-Completion
- 2 Yard Creek Park/Campground Open for season.
-maintenance/upgrade progress
-community volunteer day
- 3 Progress at Swansea Point - Kevin Clarkson
-Cambridge Road Community Park
-Windsor Road Boat Launch
- 4 Opening Day/Ribbon Ceremony at Sicamous Creek Falls Trail and Trailhead
- 5 Westminster Road Plans
-possible fall implementation

D. New Park Business

- 1 Lower Perry River Canyon Tenure Application
 - MOT Gravel Pit (Avoca Road)
 - Peter Jennings' property (access?)
- 2 Owlhead Falls Tenure Application
- 3 Old Sicamous Highway MOT Permit Application
 - Parking Issue
 - Private Land Issue (Annis Bay)

E. Administration

- 1 Swansea Point and Sicamous Creek Trails Maintenance Contract
- 2 Eagle River Day Trip
- 3 Field Orientation for Commission members

F. In Camera

Adjournment / Next Meetings

Next meeting on August 26th, 2010. Location to be discussed.

Area 'E'
Community Parks & Recreation Advisory Commission
Minutes of Commission Meeting held May 27, 2010, 2010 in the
Sicamous & District Recreation Centre

Present

Commissioners:

Brian Magowan(Chair)
Sandy Moody (Vice-Chair)
Grant Jorgenson
Lori Schnieder Wood
Deb Ritchie (Secretary)
Rob Bickford
Sandy Roberts

Ex Officio: Rhona Martin

Staff: Kevin Clarkson

Public:

Guests: Anola Denny

Absent

A. Business General

- 1 Call to Order** The meeting was called to order by Chair Brian McGowan at 7:15 pm.
- 2 Adoption of Agenda** The agenda was accepted

MOTION: To adopt agenda.
MOVED/SECONDED BY: Grant/Sandy
VOTE: Carried. **Motion #**

B. CSR D REPORT

- 1 Sicamous Creek Falls Trail and Trailhead - Completion** Almost completed needing picnic tables, maple tree, signage. Should be completed in 1-2 weeks.
- 2 Yard Creek Park/Campground Open for season. -Community volunteer day** Yard Creek open May 19, 30 sites are open. They had a busy long weekend. Double what it was last year. Strategies have been implemented to increase volume, e.g. rack card, reduced rates at times, more advertising. Painting is being done, danger trees taken out; maintenance standards are upgraded to Parks standard, as this was a Provincial Park. There is minimal staff for maintenance, but they are doing a good job, and a community volunteer day would be a great help.
Lori will get something in the Hut to Hut Program for advertising when a date is picked.

- 3 Progress at Swansea Point – Kevin Clarkson**
-Cambridge Road Community Park
-Windsor road Boat Launch
- Some things have been changed as to what was originally decided upon from the final plans. Post Box got moved in a more cost efficient way, and the vault toilet put in. Parks will take care of maintenance until July 3rd then a maintenance contract will start.
 Play ground structure didn't go in as planned, as it is so expensive. Possibly Oxford or Eaton can have some playground equipment. Curbing is at a minimum for snow plowing. Removed hazardous trees, doubled the beach area, chip path, and the general take is that it looks great.
 For Windsor Road Boat Launch there is not much change in the original plans, except a bit more landscaping to give privacy for two homes.
- 4 Opening Day/Ribbon Ceremony at Sicamous Creek Falls Trail and Trailhead**
- No date has been set yet, but details will be coming soon.
- 5 Westminster Road Plans**
-possible fall implementation
- Plans will be changing a bit from the original because of realigning the swale, and not wanting to take down the big trees as they are not hazardous trees. There is a natural path going through and trying to incorporate that.

B. NEW PARK BUSINESS

- 1 Lower Perry River Canyon Tenure Application**
-MOT Gravel Pit (Avoca road)
-Peter Jennings' property (access)
- Kevin Clarkson – This is a beautiful, delicate ecosystem that would be good to have in the Parks. So the Tenure Application is going ahead, but will take years to obtain.
 The Gravel Pit is still in use on the East West Road.
 Peter Jennings has lived there since the 70's and wants to leave his property to the Nature Trust, and hopefully the CSRD can have access through the property with the Perry River Canyon.
- 2 Owlhead Falls Tenure Application**
- MOVED/SECONED by Lori/Sandy to change from Parks to 'Conservation' status from its current 'trail' status, as it is a delicate ecosystem before Kevin applies for Tenure.
- 3 Old Sicamous Highway MOT Permit Application**
-Parking Issue
-Private Land Issue (Annis Bay)
- Will be implemented by this summer for tenure. It has \$15,000.00 to spend and with minimal development it will be a great trail.
 July 1st the maintenance from CSRD will begin.

E. Administration

- 1 Swansea Point July 1st the maintenance from CSRD will begin.
And Sicamous
Creek Trails
Maintenance Contract
- 2 Eagle River Day Trip Request for dates that people can go see sites
- 3 Field Orientation for Commission Members

Adjournment/Next Meeting

**MOVED/SECONDED by sandy/rob
Next meeting will be sent by email for August 2010**

Certified Correct

Chair

Secretary

Area 'E'

Community Parks and Recreation Advisory Commission

Draft Agenda

June 7th, 2011 – 6:30 pm

Sicamous Recreation Centre

A. Business General

- 1 Call to Order
- 2 Introductions
- 3 Adoption of Agenda
- 4 Adoption of Minutes

B. Public Participation

C. CSRD Report

- 1 Shuswap Trail Alliance Overview and Discussion-Phil MacIntyre-Paul
-Regional Recreational Access Plan
- 2 CSRD Parks Interim period discussion

D. New Park Business

- 1 Swansea Point and Sicamous Creek Falls Trail and Trailhead
-maintenance contract update
-2011 safety and repair costs
-Security discussion
-upgrade project ideas?
- 2 Lower Perry River/Peter Jennings property update
- 3 Concerned Owlhead residents CSRD Board delegation
discussion/response

E. Administration

- 1 Park Commissioner status, resignations, appointments
- 2 2011 Commissioner Site visits

F. In Camera

N/A

Adjournment / Next Meetings

Next meeting on August 16th, 2011. Location to be announced.

Area E
Community Parks & Recreation Advisory Commission
Minutes of Commission Meeting Held August 26, 2010
Sicamous Recreation Centre

Present

Commissioners:

Brian Magowan
Deborah Ritchie
Gord Hynek
Grant Jogensen
Lori Schneider-Wood
Rob Bickford
Sandra Moody
Sandy Roberts

Staff:

Kevin Clarkson
Roger Beardmore

ExOfficio:

Rhona Martin

Public: 6

Mark Graham – Owlhead
Bruce Moores – Owlhead
Deb Ylisto – Owlhead
Linda Clancey - Owlhead
Lyle Clancey – Owlhead
Renae Wrench - Owlhead

Guests: Freda Tucker, Maintenance Contractor for Swansea Point and Sicamous Creek Falls Trail

A. Business General

Call to Order

1) The meeting was called to order by Brian McGowan at 6:30pm

Welcome & Introduction of representatives of Owlhead to Parks Commission

Brian is letting Owlhead representatives take the floor for 3 minutes, no decisions are being made at this time.

2) Adoption of Agenda

MOTION: To adopt agenda.

MOVED/SECONDED BY: Lori/Rob

VOTE: Carried

MOTION # E2010-09-26

B. Public Participation

1. **Kevin Clarkson** – apologizes for the meeting not happening last week at Swansea Point.

2. **Owlhead Falls Proposed Trail Development**

Mark Graham – whole subdivision is here and worried about no public input about parking, trails, environmental problems. Worried about fire, animals, and the liability issues of injury, vandalism at the gravel pit.

Bruce Moores – rumours of the parking lot, and from past history in the cul-de-sac, worry about partying and noise. Stepp Pitt Road MOT has given the right to use for the grooming machine for the snow mobiles.

There is no formal agreement, and they are worried they will be asked to leave if it is designated as a parking lot.

Deb Ylisto – traffic coming on and off the road and highway which is heavy traffic and is dangerous. Many people stop at Deb's house to see all the animals, and she is worried about speeding cars and someone dying. Worried about opening the area up to vandalism, liability, partying etc.

Linda Clancey – lots of partying and they have just gotten rid of them and don't want more people up there partying. Where is the information located?

Renae Wrench – ecological area and how is it going to be monitored so it will be safe. Cigarette butts, fireworks and other problems bringing in machines.

Ken Burrie – water source is from a spring, and doesn't want the water to be damaged. Worried about the different benches and not knowing exactly where his water is coming from. What will be in place to monitor the area?

Shelly Masters – not wanting noise and partying in her area, taking out lots of beer bottles and that is the general concern of the neighbors.

Kevin Clarkson – thanking them for their input and Roger will give them a brief outline on what is proposed.

Roger Beardmore - 2007 public process to discuss the parks and the designations of what they would like to see in Area E,

We had a 2nd meeting to finalize the desires of the people, and the Owlhead was put in the plan as it is an area to use for trails.

Dealing with Swansea Point and there was much concern about how it was going to be developed. Our intent is to make the accesses better, cleaning them up, having security and having someone to maintain the sites.

Feedback has been positive, as change is hard and people not knowing what to expect, but it has been done with the desires of the public.

There are a number of trails suggested in the plan and so we are looking for public input so that everyone can be assured that they are being listened to.

The trail would be non-motorized, and having impediments to using motorized vehicles. They are finding that vandalism is actually on the downslide, as there are more people using the trails and watching that trails are looked after appropriately.

Kevin Clarkson - No hard plans at this point, as there is lots of things to do and check as there are many departments and people to get the input of what is able to be done.

The Owlhead was one of the places for designing a trail.

Kevin gives his background and reassures the public that we are going about the parks and trails in a responsible manner.

Roger Beardmore - tells them that crown land can be applied for by anyone, and there can be no guarantee that there wouldn't be noise. Some heckling about don't do anything. They walk out not that happy.

Ken Burrie – asking about Sicamous Trails, Cambie and is there strong necessity to develop the Owlhead.

Roger Beardmore - replies that there is no stats on the use of the other trails and that it was because of the 2007 meeting that the Owlhead was included.

Rhona Martin - says that people want water access and trail access, plus toilets and garbage.

Renae Wrench - asked where and when are the meetings, Rhona explained about Swansea Point and how that goes. She says she feels very left out and that she found out totally by accident.

Roger Beardmore - tells them that whenever a park or trails are going to go in, the neighbours invariably express a number of fears and concerns. Roger says the neighborhood is not the total public that the Parks are for the general public.

Renae Wrench - says how she likes the Sicamous Falls Trail, and why do we need the Owlhead.

Rob Bickford - answers Ken about how much are the other trails being used. He said that was a great question as he wants to know. As to the letting people know about the meetings, why isn't it in the local

papers. We don't want to give the impression that we are not just going ahead with development without the input of the locals.

Rhona Martin - gave a paper and pen to have the public write down their emails and they will be let known when are meeting are happening.

Ken Burrie - asked how the application for the trail is going to be. Kevin explains about the tenure, how we can protect the public interest and the conservation of the trails. He wants to bring clarity to the process.

C. CSRD REPORT

1. **Swansea Point** – Freda says that out of 120 people that she has talked to, that there has only been 1 negative comment. Most of these are Albertans. The hiking trails at Sicamous Falls have been very responsible. One night there was 32 beer bottles in the recycling bin. Swansea Point has had 500lbs of garbage taken out. The driftwood is where most of the fires are before the fire ban went on. The bylaw signs will be going up and that will make it easier to enforce the infractions. With the security it is very necessary on the long weekends. If a police force would come out when called that would be an enormous help. Kevin compliments Freda as to how well she is doing her job, and has been on it all summer.
2. **Sicamous Falls Trail** – Kevin – installing the hand rails as were suggested at our walk about, signage will be installed in the next week or so. Lori helped organize a dedication to Ken Thompson for dedicating so much of his time for trails. The District donated the bench and Greg Kylo donated the plaque, so no money has come out of the parks. At this point, there has been no set date for the Opening Ceremony. Bob asked about the handrails and where they were going, and about the fir beetle in a couple of the trees.
3. **Old Sicamous Highway** – Kevin is pushing along the application with the MOT with Annis Bay and the Old highway and in consultation with Alice Bates and that there could be a trail there, but because the trail ends up on the main highway 1 she doesn't want signage on the highway, and doesn't want a gate as it is a public thoroughfare. Sandy asked about the people that live in the area so that they get a heads up, so they don't get upset and thinking they were being railroaded. We are proposing a little upgrade but want to keep it as natural as possible. Roger says the Chamber is very interested in this trail, so we want to keep that communication open.
4. **Westminster Road Plans** – Kevin approved capital expenditure of \$15,000. Amenities such as a picnic table, garbage and recycling receptacle, minimal construction work. He has been in touch with the adjacent land owners and that he will be in contact with them as soon as possible to work together to make a lovely area as they have to be living next to it. For the people that are infringing, it is trees, so they are going to leave it. Freda says there are too many stumps on the Aho side, and the grass is growing and it is a bit dangerous as it hides the stumps.

D. PARK BUSINESS

1. **Lower Gorge Creek Trail** – Kevin says he has to confer with the neighbor and was traditionally a Ministry of Forest and due to cutbacks in the 70's it was turned over to a couple of ministries, hopefully the Eagle Pass and conferring with Mr. Gibson to establish. Lori suggests little red diamonds in the trees, so the trails can be seen better. Sometimes you can get off the trail and go too close to the edge. At Eagle Pass there is an opportunity to share the funding and work of partnership. The Shuswap Trail Alliance, the Splitsin Band, and somebody else. Rob asked about the gravel pit and Roy Rokosh, Kevin wants to talk to him about access.

E. ADMINISTRATION

1. **Commissioner term expiration** - expire in November, so Kevin will be advertising in mid October, and of the terms that are expiring, send Kevin an email to let him know you are interested.

2. **Financial Plan 2011** - what projects do we want to focus on, and how much money do we want to spend on them. Study your electoral area E and let Kevin know what the priorities are so he can get his expenditures to the board. We need a first draft by October 4th. See your 2010 Capital Expenditures and see what was done then, and what else. We also had a spreadsheet for 5 years, so look at that and now we can tune that up as it is more final now that 2011 is coming. New projects can be added on. In essence it is dividing up the money left. Final adoption of the budget is approved in March. We can have a meeting about just this, plus with Freda to reassess her bid and the money needed to do her job.

3. **Voting and Non-voting status** – checked the Robert Rules to change the status of Owlhead Creek Falls to Conservation by a nonvoting member. It is all good.

4 **Next Field Orientation for Commission members** – for going to see Perry Falls. Kevin will send out an email to see what dates would work. It would be better to be sooner, as the snow will be falling.

F. ADJOURNMENT

Next Regular Meeting – November 25, 2010, Sicamous Recreation Centre

Meeting adjourned at **8:35pm**

Area E
Community Parks & Recreation Advisory Commission
Minutes of Commission Meeting Held August 26, 2010
Sicamous Recreation Centre

Present

Commissioners:

Brian Magowan
Deborah Ritchie
Gord Hynek
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4 **Next Field Orientation for Commission members** – for going to see Perry Falls. Kevin will send out an email to see what dates would work. It would be better to be sooner, as the snow will be falling.

F. ADJOURNMENT

Next Regular Meeting – November 25, 2010, Sicamous Recreation Centre

Meeting adjourned at **8:35pm**

Area 'D'
Community Parks & Recreation Advisory Commission
Minutes of Commission Meeting held November 23, 2010 in the
Deep Creek Community Hall

Present

Commissioners:

(acting Chair)-Roger Beardmore P
Ross Munsey (Vice-Chair) - P
Lisa Wherry (Secretary) – P
Don Brunner - P
Kevin De Vos – P
Jamie Felhauer - A
Lori Kjos - P

Ex Officio:

Rene Talbot - P

Staff:

Roger Beardmore (acting chair)- P
Kevin Clarkson - P

Public:

Guests:

Absent

A. Business General

- 1 **Call to Order** The meeting was called to order by Chair Roger Beardmore at 18:45.
- 2 **Adoption of Agenda** The agenda was adopted as written.

MOTION: To adopt the agenda as written.
MOVED/SECONDED BY: Brunner/ De vos
VOTE: Carried. **Motion # D2010-11-23-01**
- 3 **Adopt the minutes** Motion: To Adopt the minutes as written
MOVED/Seconded BY: Kjos/Brunner
VOTE: Carried

B. CSRD REPORT

- 1 **Bolean Creek Community Park Completion** Kevin Clarkson – Replace fence, installed vault toilet, installed picnic tables (one handicap accessible) & pads, signage, supplementary landscaping. Work is completed as planned. By-law sign stipulating regs and hours of operation will be up by May long weekend 2011. Contract for maintenance to be issued in spring. Roger – answered question re by-law enforcement officers. By law enforcement remains with parks staff and bylaw enforcement officers. – not the task of maintenance contractors.
- 2 **Silver Creek Community Park-day-use site completed; planned works** Kevin - Attended Silver Creek Community meeting Oct 4, 2010 – items requested included vault toilets, installed 2 picnic tables (1 handicap accessible) re-grading and seeding of field area complete. Community has interest in ice rink. Commissioners identified temporary ice rink as a good starting point. Materials have been provided and volunteers are preparing temporary rink. Looking at bringing park up to electrical code – electrician contacted. Looking to make improvements to access road. Questions – improvements to well? Fire dept will share 50% of well upgrade costs. IH approved to maintain status quo as long as no food prep in canteen and bottled water brought in.

C. PUBLIC PARTICIPATION

1 Gardom Lake boat motor restrictions and access

- Background provided by Kevin. Public consultation ongoing regarding gas motor restrictions. Nothing will be changed in the regulations until 2012. Subsequent meetings to be held.
- Access – Public input – most boats are launched at Teal Rd. On a summer weekend estimate 40-50 visits on Teal road. Concerns with this amount of traffic as they access the private driveways to make turns - damage has occurred to private property (fences, gates, & cars). Steep access is difficult to manoeuvre, not enough parking and driveway access has been blocked. Safety concerns for children playing on the neighbouring property. Discussion on alternative access points. Future consultation with CSRD Parks/Deep Creek recreation/friends of Gardom Lake regarding proposed capital improvements and potential for car top boat launch. Musgrave road is identified in the parks plan for potential boat launch development but would need to look at environmental mitigation issues. Continued concern expressed regarding length required to follow process and question how this can be improved. Interim measures – voluntary signage and continued engagement of MOT.
- Rene will be enquiring if gas tax money can be put towards parks projects. Projects must meet criteria.
- Question if GLP signage which directs boaters to launch at teal road could be changed.

D. NEW PARK BUSINESS

1 FRPA Section 57 Applications Kevin – showed presentation on areas where FRPA 57 & FRPA section 118 applications will be made. Lengthy application process but would like to get going on some projects in the spring.

2 Falkland Museum Park Dedication Agreement – Kevin - Four lots owned by Lafarge and have not been in use. Falkland historical society has been granted permission to run the museum but have approached CSRD for upgrading the land. The agreement will be signed by the end of the year. Survey has been done and CSRD will be meeting with Lafarge representative before the new year to complete the agreement.

3 New Commissioner appointments Kevin – will be making recommendations to board to make new appointments.

E. ADMINISTRATION

1 2011 Budget overview and brief discussion - Kevin - review 2011 proposed budget. Kevin requested commissioners to forward input/feedback on tax requisition for 2011 and he will compile for director Talbot.

F. IN CAMERA

Next Meeting – early in the new year – Location/date to be determined.

G. ADJOURNMENT

Next Regular Meeting

Next meeting on

Location to be discussed

Meeting adjourned at 8:30 pm

Certified Correct

Chair

Secretary

Area 'E'

Community Parks and Recreation Advisory Commission

Agenda

November 25th, 2010 – 6:30 pm

Sicamous Recreation Centre

A. Business General

- 1 Call to Order
- 2 Adoption of Agenda
- 3 Adoption of Minutes

B. Public Participation

- 1 Owlhead Falls Trail

C. CSRD Report

- 1 Swansea Point
-Westminster Road progress
- 3 Old Sicamous Highway
-Update on progress

D. New Park Business

- 1 FRPA Section 57 Applications Presentation (Queest Mountain Trails, Mara Mountain Trails, Owlhead Falls Trail, Upper Gorge Creek, Lower Gorge Creek, Upper Perry River Canyon, Lower Perry River Canyon, Yard Creek Falls Trail, Eagle Pass Trail).-Kevin Clarkson

E. Administration

- 1 Commissioner appointments
- 2 Financial Plan 2011

F. In Camera

- 1 Lower Perry River Park dedication

Adjournment / Next Meetings

Next meeting to be announced

Area E
Community Parks & Recreation Advisory Commission
Minutes of Commission Meeting Held November 25, 2010
Sicamous Recreation Centre

Present

Commissioners:

Brian Magowan
Deborah Ritchie
Beardmore
Gord Hynek
Grant Jogensen
Lori Schneider-Wood
Rob Bickford
Sandra Moody

Staff:

Kevin Clarkson

ExOfficio:

Roger

Public: 6

Mark Graham – Owlhead
Bruce Moores – Owlhead
Princeline Moores Owlhead
Sharon Wrench –Owlhead
Dave Wrench –Owlhead
Calvin Wrench-Owlhead
Les Masters-Owlhead
Renaë Wrench –Owlhead
Ken Burre

Guests: Chris

A. Business General

Call to Order

- 1) The meeting was called to order by Brian Magowan at 6:35pm
Welcome and acknowledging the Owlhead Creek Representative and others
Brian is letting Calvin Wrench take the floor for 10 minutes representing the residents of Owlhead Creek area.

2) Adoption of Agenda

MOTION: To adopt agenda.

MOVED/SECONDED BY: Rob/Sandy

VOTE: Carried

MOTION # E2010-11-25

B. Public Participation-Owlhead Creek Falls Trail

Calvin Wrench submitted one copy of the concerns of the area after reading said copy. See attachment.

C. CSRD REPORT

1. Swansea Point –

Westminster Road Progress – work stalled until the weather is better.

2 Old Sicamous Highway –update on progress – Contact has been made with MOT concerning tenure, license of occupation is being applied for, nothing has been decided yet.

We need to make more of an effort to notify people directly affected by our proposals.

D. PARK BUSINESS

1.FRPA Section 57 Applications Presentation (Queest Mountain Trails, Mara Mountain Trails, Owlhead Falls Trail, Upper Gorge Creek, Lower Gorge Creek, Upper Perry River Canyon, Lower Perry River Canyon, Yard Creek Falls Trail, Eagle Pass Trail).- Kevin Clarkson

Kevin has applied for a Section 57 on the 9 sites, and his presentation will be shown to the board this month.

E. ADMINISTRATION

1. Commissioner Appointments – Kevin is going to the board to recommend a new member Chris December 10,2010.

2. Financial Plan 2011 –it has been decided to have another meeting to specifically deal with the financial plan. The budget is approved in March 2011.

F. ADJOURNMENT

Next meeting will be the budget meeting

Meeting adjourned at **8:55pm**