NOTICE: That the Parks and Recreation Committee of the Whole meeting of the District of Clearwater Municipal Council will be held at the District Hall, 209 Dutch Lake Road, Clearwater, BC on Tuesday, February 21, 2017 at 1:00 p.m. for the transaction of business listed below.

Leslie Groulx, Chief Administrative Officer

Parks and Recreation Committees of the Whole Agenda

A. Call to Order

B. Adoption of the Agenda
   1. Introduction of Late Items

C. Adoption of the Minutes
   Pgs. 1-3
   1. Minutes of the November 15, 2016 Parks and Recreation Committee of the Whole
      Recommendation:
      That the minutes of the November 15, 2016 Parks and Recreation Committee of the Whole be adopted.

   Pgs. 4-7
   2. Trails Task Force Committee Minutes of January 10, 2017 (attached for reference)

D. Correspondence:

E. Presentations
   1. Stacia Panko, President, Junior Council

F. Business Arising from the Minutes
   Verbal
   1. Roger Mayer, Facilities, Parks & Safety Manager re: Updates:
      i) Dutch Lake Beach – Moving Dock; Removing Slide

   Verbal
   2. Leslie Groulx, Chief Administrative Officer re: Parkland Disposal

G. Reports
H. **New Business**

Verbal 1. Leslie Groulx, Chief Administrative Officer re: Park Benches – Standards

Verbal 2. Roger Mayer, Facilities, Parks & Safety Manager re: 2017 Start Up for Parks

I. **Comments from the Public**

K. **Adjournment**

Next Parks and Recreation Committee of the Whole Meeting will be held on **April 4, 2017** at 1:00 pm at the Clearwater District Office, 209 Dutch Lake Road, Clearwater, BC.
Minutes of the Parks and Recreation Committee of the Whole Meeting of the District of Clearwater Municipal Council held Tuesday, November 15, 2016 at 1:00 pm in the Council Chambers at Municipal Hall, 209 Dutch Lake Road, Clearwater, BC

MEMBERS IN ATTENDANCE: Mayor John Harwood
Councillor Barry Banford
Councillor Merlin Blackwell
Councillor Dennis Greffard
Councillor Gordon Heisterman
Councillor Ken Kjenstad
Councillor Shelley Sim

Staff in Attendance: Leslie Groulx, Chief Administrative Officer
Wesley Renaud, Director of Finance
G. Louise Payne, Executive Assistant/Recording Secretary
Roger Mayer, Facilities, Parks & Safety Manager

Others in Attendance: 2 public

CALL TO ORDER:
Mayor Harwood called the meeting to order at 1:00 pm and passed the meeting to the Chair, Councillor Sim.

ADOPTION OF AGENDA:
1. Introduction of Late Items
H. New Business:
2. Heather MacLennan, Secretary/Treasurer on behalf of Richard Christenson, Chairman, Wells Gray Community Forest 2010 Society re: Grant for Purchase of Equipment for Gymnastics and Kick Boxing Programs, in the amount of $13,320.00

Res #PR16-018 Moved by Mayor Harwood/Seconded by Councillor Blackwell:
That the Committee approve the Agenda and Late Item for the November 15, 2016 Parks and Recreation Committee of the Whole meeting.
Carried Unanimously.

ADOPTION OF MINUTES:
1. Minutes of the September 20, 2016 Parks and Recreation Committee of the Whole

Res #PR16-019 Moved by Councillor Heisterman/Seconded by Councillor Blackwell:
That the minutes of the September 20, 2016 Parks and Recreation Committee of the Whole meeting be adopted.
Carried Unanimously.

2. Trails Task Force Committee Minutes of October 12, 2016 (for reference)
Res #PR16-020 Moved by Mayor Harwood/Seconded by Councillor Blackwell: That the Trails Task Force Committee minutes of October 12, 2016 be received for information.

Carried Unanimously.

NEW BUSINESS:
2. Heather MacLennan, Secretary/Treasurer on behalf of Richard Christenson, Chairman, Wells Gray Community Forest 2010 Society re: Grant for Purchase of Equipment for Gymnastics and Kick Boxing Programs, in the amount of $13,320.00

Council inquired about the allocation of the funding, and the Chief Administrative Officer agreed to email a breakdown to Council.

CORRESPONDENCE:
1. Trails Task Force Committee re: Input on Disposal of Parkland

The Chief Administrative Officer advised that the letter from the Committee will become part of public input on the proposed disposal of parkland.

PRESENTATIONS: None.

BUSINESS ARISING FROM THE MINUTES:
1. Leslie Groulx, Chief Administrative Officer re: Updates:
   i) Trails Task Force – Current Project and 2017 Goals

   The Chief Administrative Officer reviewed the Trails Task Force Summary of Committee activities, including current projects and goals for 2017, for the Committee of the Whole’s information.

   ii) Security Cameras – Parks

   The Chief Administrative Officer advised that the quote for cameras has been referred to Budget discussions, and if Council approves this expenditure, The PIA will be re-submitted to the Privacy Commissioner.

   iii) Loggers’ Memorial

   The Facilities, Parks & Safety Manager advised that the Loggers’ Memorial has been removed and the 400-year-old slab will be repaired; however still need a decision as to what to do with it.

   It was agreed that staff bring a report back to the Committee of the Whole regarding the purchase of a property for a “Memorial Park” and parking lot, with the potential to display the Loggers’ Memorial in this park.

   iv) Public Consultation re: Disposal of Parkland

   The Chief Administrative Officer advised that staff needs a date for the public consultation on the disposal of parkland.

   It was agreed that the public consultation would be part of the Budget presentation to the public, the date to be determined in January, 2017.
REPORTS:

   The Facilities, Parks & Safety Manager advised that Needle Disposal Boxes have been purchased for all District public washrooms.

   It was agreed that Needle Disposal Boxes would be installed at the Dutch Lake Community Centre and the Sportsplex by the end of November, 2016.

2. Roger Mayer, Facilities, Parks & Safety Manager re: 3rd Quarter Report for 2016 for North Thompson Sportsplex

   The Facilities, Parks & Safety Manager reviewed his Third Quarter Report for 2016 for the North Thompson Sportsplex, and expressed concern with the public’s perception of the Handicap Lift, which is not an elevator and needs a key to operate. He added that the upstairs viewing area is available to the public, however they must ask staff for access, and parents must supervise their children.

NEW BUSINESS:
1. Councillor Sim re: Punch Cards – Community Recreation Healthy Living

   Councillor Sim advised that a variety of Punch Cards are available for the public to purchase to drop in to various Healthy Living programs.

COMMENTS FROM THE PUBLIC:

Anne Krawec, resident, commented that she objected to the female depiction in the Needle Box Guidelines.

ADJOURNMENT:
Moved by Councillor Heisterman that the Parks and Recreation Committee of the Whole meeting of November 15, 2016 be adjourned at 1:27 pm.

Councillor Shelley Sim, Chair
Leslie Groulx, Corporate Officer

Dated: __________________________
Certified to be a true and correct copy of
The Minutes for the Committees of the Whole Meeting held November 15, 2016.

Leslie Groulx, Corporate Officer
District of Clearwater
Trails Task Force Committee

Minutes January 10th, 2017
6:30-8:00pm Council Chambers

Attendees:
Heather MacLennan, Chair  Kim Muddiman
Leslie Groulx, CAO        Ron Van der Zwan (minutes)
Sabine Cooperman         Darren Coates
Jared Brounstein

Absent: Sylvia Arduini, Merlin Blackwell

Guests: Randy Hedlund, citizen and Steve Planeta, Manager of Canfor Vavenby

1. **Call to Order: at 6:30 pm**

2. **Agenda for January 10th, 2017:**

   Moved by Kim Muddiman and seconded by Ron Van der Zwan

   That the agenda for January 10th, Trails task Force be adopted

   CARRIED

3. **Randy Hedlund - Community Development Vision:**
   
   - Randy presented a map of an initiative he has been working on called the called Clearwater Parkway, the vision is to create a main street for Clearwater, which he says, will help to revitalize areas of Clearwater and create a greater economic impact. He talked about a picnic area being developed on the Canfor property adjacent to the dyke and blue bridge (Clearwater Station Road) which crosses the North Thompson River. He stated that he met with Steve Planeta of Canfor to discuss this initiative and Steve informed him has been working with the Trails Task Force Committee on the river road.
   - Steve Planeta stated Canfor is interested, however will not take on any liabilities, risks, safety issues or long-term maintenance of a picnic area or the road.
   - Steve Planeta updated the committee noting that a Canfor engineer would look at the road in the spring.
   - Canfor is looking for clarity on what would be expected of Canfor If this project were to go forward?
• Steve noted that he strongly supported both the river trial and the picnic area going forward.
• Ms. Groulx asked for clarification on what Canfor would expect of the District?
• **ACTION Committee**- Trails Task Force Committee discussed the initiative and supports it in principal, however the Trails Task Force Committee’s priority at this time is to come to an agreement with Canfor on the river road first and then a staging area could be looked at.
• **ACTION Heather**- to draft an e-mail to Canfor in regards to what the committee expects from Canfor- long term lease signed for a staging/picnic area, survey the area at their expense, donate materials needed for the picnic site, etc.; and to correspond with Randy Hedlund on our discussion.

4. **Approval of the minutes:**

   **Moved by Darren Coates and seconded by Sabine Cooperman**

   *That the minutes of October 11th 2016, be approved*

   **CARRIED**

   **Moved by Kim Muddiman and seconded by Sabine Cooperman**

   *That the minutes of November 8th 2016, be approved*

   **CARRIED**

5. **Review of action items from previous meeting:**

   • Action: Leslie – Request sign preparation for bollards on trail to DQ. Carry forward.
   • Action: Leslie – organize further gravel spreading onto Hospital Trail by DOC staff. Carry forward to spring.
   • Action: Heather – contact community member to pack gravel on Hospital Trail. Carry forward to spring.
   • Action: Committee – prepare a recommendation to council regarding memorials on trail benches. Carry forward.

6. **Business Arising from Minutes:**

   • Reviewed summary of the MOTI meeting held on November 9th at the Thompson Rivers Resource District office.
   • Action: Ron- to consolidate the maps between the Trails Master Plan and Bylaw 111 to create just one map for future use. Ron to identify MOTI road intersections where they interface with trails on the map and trail inventory spreadsheet. Colour code and attach MOTI standards to these areas.
   • Action: Committee- prioritize road intersection and interfaces into short, and long-term plans; short 5 years, mid-15 years and long-25 years.
7. **Update on the following projects:**
   - DQ trail – Jared is the lead on this trail and has stated that it will be worked on once snow and frost is gone potentially March or April?
   - Hospital Rim Trail – Heather is the lead and has spoken with Pearl of Evergreen Acres about completing the trail to the Park Drive road on the Yellowhead Community Services side of the Hospital Rim trail. May be able to get any machinery work done at the time of clearing property for the seniors low cost housing development.

8. **Update on Grant Applications:**
   - Grant application to WGCFs – committee has received a letter from the WGCF2010Society granting the funds ($180,000) if successful with obtaining the rural dividend funds
   - Rural Dividend Fund – DOC is the lead on this project and have submitted our letter of success from the WGCF2010Society to the rural dividend fund group.
   - Action: Ron / Kim- to write a letter asking for clarification on the “leveraging” grant
     Moved by Ron Van der Zwarn and seconded by Sabine Cooperman
     *That the Trails Task Force Committee write a thank you letter to the Wells Gray Community Forest (2010) Society in appreciation of the grant approval for Park Drive multi-use pathway; also requesting to meet with the committee for clarification on “leveraging” dollars.*
     Carried

9. **Review, prioritize and assign leads to goals for 2017:**
   - Pursue having a conversation with the Dutch Lake private landowners regarding statutory right of way on their properties for future trails identified in the trails master plan; Private landowners
     - Lead Kim, Heather and Sabine assist- private landowners; need a map of these properties
     - Complete by end of April 2017
   - Complete Park Drive trail or a portion of it depending on the success of grant applications; Lead Leslie, DOC timeframe dependent on success of grant application
   - Complete maintenance on the Hospital Rim trail in spring; Lead Heather time frame end of April 2017
   - Work on realigning traffic lines along Clearwater Village Road from Hwy 5 to the Fire Hall for the purposed of creating safe pedestrian/bike lanes on both sides of the road. This will be done in consultation and conjunction with the DOC staff before line painting in June; Lead Leslie, DOC public consultation process to be completed timeframe May 2107
   - Review the Trails Master Plan for high priority trails and look to see if there is some quick win low cost trails to develop – the following will entail “scoping and determining” what is needed to move these forward;
     - Suggested low hanging fruit trails are Bampton Park trail (Ron)
• Trail from Rotary Park to flats by high school (Kim)
• Brookfield Creek trail (Ron talk to Sandy Mackenzie)
• River Trail clear 150 metres back to create parking and snow removal area, Lead Leslie, DOC and Jared, Borrows
• Review the trails in the Woodlot adjacent to Wyndhaven subdivision and Dutch Lake; Lead Heather contact Woodlot owner, talk to owner and Sandy MacKenzie, Recreation Trails BC staff member about trail through woodlot to Lake Summit Park timeframe July 2107
• Work on what can be done for a trail from the roundabout on Hwy 5 to Wyndhaven Subdivision; DOC Lead with MOTI longer term
• Complete long-term plan for MOTI Hwy intersection and interface prioritized with short-5 years, mid-15 years and long term-25 years; Lead committee members involved with Ron to do mapping, timeframe 2017
• Continue working with Canfor to obtain river road (Nth Thompson); Lead committee
• Work on mapping and marketing trails once they are established.

Reminder that the Parkland Disposal (sale) Open house is on January 25th, 2017 where the District is looking for comment and input on the disposal of undeveloped parkland.

10. Next meeting – March 7th, 2017 DOC Council room

Adjournment: 8:35pm