



## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# WINLAW REGIONAL AND NATURE PARK COMMISSION OPEN MEETING AGENDA

10:00 a.m.

Wednesday, November 25, 2020

Teleconference

Toll Free Number: 1-888-299-2873

Conference Room Number: 818-960-862

### COMMISSION MEMBERS

Commissioner C. Lawrence	Area H
Commissioner L. Lawrence	Area H
Commissioner V. Carleton	Area H
Commissioner J. Chatten	Area H
Commissioner K. Ellis	Area H
Commissioner A. Rochette	Area H
Commissioner D. Thiele	Area H
Director W. Popoff	Electoral Area H
Mayor J. Lunn	Village of Slokan
Mayor C. Moss	Village of Silverton
Councillor L. Main	Village of New Denver

### STAFF

C. Gaynor	Regional Parks Manager
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### GUEST

J. Neufeld	Sr. Project Manager, KASA
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### 1. CALL TO ORDER

Chair Lawrence called the meeting to order at [Time] a.m.

### 2. ADOPTION OF AGENDA

**MOVED** and seconded,  
AND Resolved:

The Agenda for the November 25, 2020 Winlaw Regional & Nature Park Commission meeting, be adopted as circulated.

**Carried/Defeated/Referred**

**3. RECEIPT OF MINUTES**

The September 10, 2020 Winlaw Regional and Nature Park Commission minutes, have been received.

**4. DELEGATE**

**4.1** Janis Neufeld, Sr. Project Manager, Kootenay Adaptive Sport Association (KASA) will provide the Commission with a verbal update in regards to work underway at Winlaw Regional and Nature Park.

**5. OLD BUSINESS**

**5.1 Staff Report**

Cary Gaynor, Regional Parks Manager will provide the Commission with a verbal update in regards to Winlaw Regional and Nature Parks' status.

**5.2 Park Commission**

Chair Lawrence will provide the Commission with an update in regards to volunteer work undertaken.

**6. NEW BUSINESS**

**6.1 Budget 2021**

Cary Gaynor, Regional Parks Manager will provide the Commission with a verbal presentation in regards to the draft 2021 budget.

**MOVED** and seconded,  
AND Resolved:

That the Winlaw Regional & Nature Park Commission approve the draft 2021 Financial Plan for Regional Parks – New Denver, Silverton, Slocan & Areas H Service No. S203.

**6.2 Other Items**

Chair Lawrence will provide the Commission with a verbal update in regards to the RDCK will be going through Winlaw Regional & Nature Park Bylaws, likely in the new year according to Angela Lund.

**7. PUBLIC TIME**

The Chair will call for questions from the public at 11:00 a.m.

**8. NEXT MEETING**

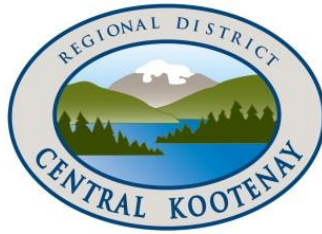
The next Winlaw Regional and Nature Park Meeting schedule is TBA.

**9. ADJOURNMENT**

**MOVED** and seconded,  
AND Resolved:

The Winlaw regional and Nature Park Boardmeeting be adjourned at [Time].

**Carried/Defeated/Referred**



**REGIONAL DISTRICT OF CENTRAL KOOTENAY**

**Winlaw Regional & Nature Park Commission  
OPEN MEETING MINUTES**

**7:00 p.m.**

**Thursday, September 10, 2020**

**Teleconference:**

**Toll Free Number: 1-888-299-2873**

**Conference Room Number: 818-960-862**

**COMMISSION MEMBERS**

Commissioner C. Lawrence	Area H
Commissioner L. Lawrence	Area H
Commissioner V. Carleton	Area H
Commissioner J. Chatten	Area H
Director Popoff	Electoral Area H

**MEMBERS ABSENT**

Commissioner D. Thiele	Area H
Commissioner A. Rochette	Area H
Commissioner K. Ellis	Area H
Director Main	Village of Silverton
Director Moss	Village of New Denver
Director Lunn	Village of Slocan

**STAFF**

Joe Chirico	General Manager – Community Services
Cary Gaynor	Regional Parks Manager

**GUEST**

Janis Neufeld	Kootenay Adaptive Sports Association
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**1. CALL TO ORDER**

Director Popoff called the meeting to order at 7:00 p.m.

**2. ELECTION OF CHAIR**

**CALL FOR NOMINATIONS (3 Times)**

Director Popoff called for nominations 3 times.  
Member Chatten nominated Member C. Lawrence.  
Member Carleton nominated Member C. Lawrence.

No further nominations.

**DECLARATION OF ELECTED OR ACCLAIMED CHAIR**

Director Popoff ratifies the appointed Member C. Lawrence as Chair of the Winlaw Regional & Nature Park Commission for 2020.

**3. ELECTION OF SECRETARY  
CALL FOR NOMINATIONS (3 Times)**

Director Popoff called for nominations 3 times.

Member Carleton nominated Member L. Lawrence.  
Member Chatten nominated Member L. Lawrence.

No further nominations.

**DECLARATION OF ELECTED OR ACCLAIMED SECRETARY**

Director Popoff ratifies the appointed Member L. Lawrence as Secretary of the Winlaw Regional & Nature Park Commission for 2020.

**4. ADOPTION OF AGENDA  
MOVED** and seconded,  
AND Resolved:

The Agenda for the September 10, 2020 Winlaw Regional and Nature Park Commission meeting, be adopted with the inclusion of Item No. 8.3 Emergency Park Access as amended.

**Carried**

**5. RECEIPT OF MINUTES**

The October 16, 2019 Winlaw Regional and Nature Park Commission minutes, have been received.

**6. DELEGATE**

Janis Neufeld, Senior Project Manager, Infrastructure Development Kootenay Adaptive Sport Association (KASA) offered a report on the status of the improvements to the park including front boardwalk near completion, approved by SNC-Lavalin and opened to the public today. Excellent crew braved challenging conditions (flooding, mosquitoes).

Next phase: Boardwalks 2 and 3 to be deconstructed and rebuilt with 100% locally-sourced, rot-resistant wood (20-25 years longevity) and no steel due to financial constraints, slightly narrower than Boardwalk 1 in order to use existing concrete pilings.

They are trying to increase the time lines to the end of February in order to complete the work which takes longer with the use of apprentices, and will include the washrooms upgrade, the water overlook zone, two new picnic tables (one on the beach and one in the kiosk) plus 17 benches (one every 61 metres along the path).

Handrails are low as possible for wheelchairs and smaller people. There are two cut-outs, one with a mountain pattern of 2X4s done by the crew and one at the junction to the marsh walk to have a commemorative plaque.

Universal design and physical literacy principles are being ‘married’ to make the trails accessible and motivating. Yan from D.I.G Trail Design Ltd is contracted for 3 weeks in early October to design trails between the boardwalks and the parking lot. KASA and Yan will revisit the project in the future.

There was discussion about the need to reduce crowning on existing paths by augmenting with more material, taking into consideration Manager Gaynor’s concern that a slight crown is an advantage to prevent water being held. He also suggested that more technical drawings at early stages is beneficial.

## **7. OLD BUSINESS**

### **7.1 Plaques for Boardwalk**

The RDCK has new guidelines that must be met for plaques on benches, to be supplied by Manager Joe Chirico. The Commission plans to honour Don Munro (first park maintenance person and supporter as RDCK director).

### **7.2 Review of Parks work done this season**

Cary Gaynor, Regional Parks Manager provided the Commission with a verbal report in regards to work done this season.

### **7.3 Financial Update**

Manager Gaynor reported that August was likely similar to the July 2020 statement. The only real expense was \$3000 to Brenton Raby for the maintenance contract and \$113 for operating supplies and materials. Brenton is to be commended for coming on short notice to cut the lawn for the project crew.

### **7.4 Winlaw Boardwalk Replacement Update**

Cary Gaynor, Regional Parks Manager provided the Commission with a verbal report in regards to KASA’s work on the Winlaw Boardwalk Replacement project.

### **7.5 Staff Update**

In general, the summer crew has been working on disaster relief in other regional parks and allowing KASA to do their work in our park. Beach erosion, picnic table seat repairs and so on will be dealt with later. RDCK staff is working on standardized informational signage for parks. Signs will be replaced on the beach etc. when this is finalized.

**8. NEW BUSINESS**

**8.1 Commission Appointments**

**MOVED** and seconded,  
AND Resolved that it be recommended to the Board:

That the Board appoint the following individual(s) to the Winlaw Regional & Nature Park Commission for a term to end December 31, 2022:

Craig Lawrence	Area H
Lois Lawrence	Area H
Kaila Ellis	Area H
Annie Rochette	Area H

**Carried**

**8.2 Meeting Dates**

The following months are proposed for the next two (2) Winlaw Regional & Nature Park Commission meetings:

November 2020  
February 2021

**Moved** and seconded,  
AND Resolved:

That the next two (2) Winlaw Regional & Nature Park Commission meetings be set for:

Wednesday, November 4, 2020 at 7:00 p.m.  
Wednesday, February 3, 2021 at 7:00 p.m.

**Carried**

**8.3 Emergency Park Access**

Nelson Search & Rescue (SAR) and RCMP phoned Commissioner Chatten to obtain a key to open the park for the RCMP dive team to back a boat into the river in order to search for a missing swimmer. Possibly due to project materials lock-up and such, there was no such access. Director Popoff requests that Commissioner Chatten direct SAR or the RCMP to write a letter to the RDCK to state what their needs are.

**9. PUBLIC TIME**

There was no public in attendance so questions were not called.

**10. IN CAMERA**

There were no In Camera items for this meeting.

**11. NEXT MEETING**

The next Winlaw Regional and Nature Park Commission meeting is scheduled for November 4, 2020 at 7:00 p.m.

**12. ADJOURNMENT**

**MOVED** and seconded,  
AND Resolved:

The Winlaw Regional and Nature Park Commission meeting be adjourned at 8:20 p.m.

**Carried**

**Approved digitally via email.**

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Craig Lawrence, Chair



**RECOMMENDATION(S) TO THE BOARD OF DIRECTORS**

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1. *That the Board appoint the following individuals to the Winlaw Regional & Nature Park Commission for a term to end December 31, 2022:*

*Craig Lawrence*                      *Area H*

*Lois Lawrence*                      *Area H*

*Kaila Ellis*                              *Area H*

*Annie Rochette*                      *Area H*

- 2.

**THE FOLLOWING ITEMS ARE PROVIDED FOR CONVENIENCE ONLY AND WILL BE CONSIDERED AT ITS APPROPRIATE MEETING AS STATED.**

***Future Winlaw Regional & Nature Park Commission Meetings***

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1. *Nil.*