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**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, April 22, 2014, at the Juan de Fuca Local Area Services Building,
3 – 7450 Butler Road, Otter Point, BC**

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

The meeting was called to order at 3:04 p.m.

1. Approval of the Agenda

MOVED by Commissioner Sloan, **SECONDED** by Commissioner Boquist that the agenda be approved as amended to allow a delegation from Ted Mehler. **CARRIED**

2. Adoption of the Minutes from the Meeting of March 25, 2014

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Boquist that the minutes from the meeting of March 25, 2014 be adopted. **CARRIED**

3. Chair's Report

No report.

4. Director's Report

No report.

5. Delegations/Presentations

a) Ted Mehler – Community Garden – William Simmons Memorial Park

Mr. Mehler questioned interest in supporting a community garden at William Simmons Memorial Park noting that the site management plan for the park supports future consideration of community garden plots. Mr. Mehler identified potential locations within the park that could support permaculture activities. Mr. Mehler spoke to existing community gardens, noting that there is a waiting list for the garden at Sunriver.

Commission member comments included:

- Elrose Park may be another suitable location for a community garden
- a society would need to be formed to enter into an agreement with the CRD
- agreement could be extended to include maintenance of the existing fruit trees
- Sooke Food CHI may be interested in this opportunity, providing support and guidance as a charitable society
- there was interest in past in having the Sooke Children's Garden Club active in the park

Commissioner Douch entered the meeting at 3:08 p.m.

R. Hamilton requested submission of a more formal proposal for the Commission's consideration.

b) Local Area Planning – Proposed Bylaw No. 3819, “Otter Point Official Community Plan Bylaw No. 1, 2014”

J. Klassen spoke to the proposed bylaw noting that staff has been working with the Otter Point community for four years to review the existing Official Community Plan (OCP). Community consultation to date has included approximately thirty public meetings. It was advised that at its meeting in April the CRD Board deemed the OCP consistent with the Regional Growth Strategy.

J. Klassen outlined sections of the OCP addressing parks and recreation:

- 1.10 Public Access to Water/Right-of-Way
 - identifies public access locations but notes that the Commission is not responsible for these accesses
- 2.2 Scope
 - includes statements for approximate location and type of present and proposed public facilities such as parks and trails
- 3.1 Otter Point's Rural Character
 - identifies high value placed on parks and trails and connections to parks and trails
- 3.2 Goals of the Plan
 - includes protection and enhancement of community recreation, parks and trails
- 3.2.6 Parks, Trails and Transportation Goal and Objectives
 - outlines ten objectives related to non-motorized connections/opportunities
- 4.1 Settlement Area Designation
 - identifies parks and trails as a permitted use
- 4.1.1 Settlement Area Policies
 - supports private or public docks on Kemp Lake, Poirier Lake and McKenzie Lake
- 4.2.1.2 Private Managed Forest Lands
 - encourages outdoor wilderness recreation including controlled use of private logging roads and areas
- 4.3.1 Marine Policies
 - identifies public recreational use of marine shorelines
- 5.1 Park and Natural Area Policies
 - ties the Juan de Fuca Electoral Area Community Parks Strategic Plan to the OCP, a statutory document
- 5.2 Off-Highway Vehicle Recreation Areas
 - supports off-highway vehicle uses being located in the Rural Resource Lands OCP area and on appropriate Crown or private lands
- 5.8.1 Road Development Policies
 - encourages provision of pedestrian and cycling facilities along West Coast Road, Otter Point Road and Kemp Lake Road
 - encourages use of undeveloped road right-of-ways for the development of pedestrian and cycling infrastructure

J. Klassen responded to a Commission member stating that the OCP sets the framework for future development and that the bylaw does not affect the Commission's advisory role.

Commission members forwarded positive comment and an extended thanks to J. Klassen for her community consultation work.

MOVED by Commissioner Douch, **SECONDED** by Commissioner Braunschweig that the Commission state no objection to the Otter Point Official Community Plan Bylaw as presented. **CARRIED**

6. Staff Reports

a) Staff News

Mount Matheson Community Trail

R. Hamilton advised that a Request For Proposal (RFP) was sent out to three potential bidders on April 14 with direction that invitees submit their proposals by May 2. Separate cost estimates were requested for the construction of the new community trail portion and improvements to the existing, unofficial trail section through Matheson Lake Regional Park. If there is insufficient funding available to complete all of the work this year, the focus will be on the community trail and key segments of the Regional Park trail. Work is anticipated to begin either this spring or fall.

R. Hamilton advised that enquires from the public regarding the right-of-ways at Cains Way can be forwarded to him directly.

William Simmons Site Management Plan Update

R. Hamilton reported that a second site meeting with Ministry of Environment (MOE) recreational fisheries program biologist, Scott Sylvestri, and Local Area Planner, Emma Taylor, occurred on March 26. For the fisheries program to fund docks for recreational fishing, the ability to launch boats from a dock as well as ensure the public can fish from the dock or a suitable shoreline area is required.

R. Hamilton further reported that:

- a suitable location is available on the western end of the lake
- access would be from the mid-point of the Panama Rail Trail
- water depth gage readings indicate that the water level does not fluctuate greatly
- a permit has been forwarded to the Ministry of Transportation and Infrastructure (MOTI) to support access to the Phase 3 site
- Phase 3 objectives include increased recreation and development of a water access
- Transport Canada regulates boating
- motorized boats will not be permitted - signage prohibiting gas motors will be posted
- there is a connection between Poirier Lake and DeMamiel Creek but there is no evidence of salmon reaching the lake
- public consultation is required as part of the fisheries program and will not be limited to properties adjacent to the lake

Port Renfrew Community Centre Operating Committee

R. Hamilton reported that the Committee complement is at full strength with Ron Neufeld selected as the new Chair. Committee members have initiated improving the gardens

around the front of the building, and are looking to coordinate painting of the outside of the building.

Park Maintenance Worker Staffing

R. Hamilton advised that the new the Park Maintenance Worker 1 is Janis Hain. The new Park Maintenance Worker 5 is Cameron Woodsend.

Friends of Coppermine Park – Annual Easter Egg Hunt

The Society, with the assistance of recreation support funding, hosted the East Sooke Easter Egg Hunt and Pancake Breakfast on April 19. It was advised that positive feedback has been received regarding the event.

Friends of Coppermine Park – New Playground Equipment

The Society has been actively campaigning to seek funding and donations for the purchase of new playground equipment. With the assistance of funding from a memorial donation, the Society has successfully acquired new equipment. The new equipment will be installed in May. The Society continues to seek compatible playground equipment from other locations that can complement the existing climber/slide structure.

Long Term Trail Program

R. Hamilton advised that Jeff Ward, Manager, Planning, Resource Management & Development, has agreed to the request for a working session to discuss trail connectivity opportunities. Staff to communicate the session date once confirmed. Commission comment was forwarded asking that Mike Walton, Senior Manager, Regional Parks, be invited to attend a Commission meeting.

At this time, staff confirmed that work continues with the CRD web team to reactivate the website for the Juan de Fuca Parks and Recreation programs.

Seagirt Ponds Commission Site Visit

A site visit is scheduled for May 20 to meet with representatives of the Seagirt Ponds Preservation Society Planning Committee to review projects and development proposals outlined in the draft Stewardship Strategy. Work crew tasks will also be reviewed at this visit.

Commission comment was forwarded reporting that the Society AGM is scheduled to take place on May 24.

Commissioner Boquist left the meeting at 4:30 p.m.

7. Correspondence

8. Unfinished Business

a) Admiral John Charles Property

Commissioner Jorna provided an update on the Juan de Fuca Community Land Trust Society's efforts to support purchase of the Admiral's Forest and the Society's progress to receive charitable status. It was advised that approximately 150 people attended the event on March 30, raising \$1000. Commissioner Jorna asked that an invite to visit the lands be extended to Mike Walton.

b) Subdivision Referral S-05-12 (Brown's Mountain, Port Renfrew)

c) Long Term Trail Program

9. Public Question Period

10. Next Meeting

May 27, 2014

11. Adjournment

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Sloan that the meeting adjourn.

The meeting adjourned at 4:38 p.m.

Louise Paterson, Chair

Wendy Miller, Recorder