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**Minutes of a Meeting of the  
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission  
Held Tuesday, June 27, 2017, at the Juan de Fuca Local Area Services Building,  
3 – 7450 Butler Road, Otter Point, BC**

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**PRESENT:** L. Paterson (Chair), C. Bennett, A. Boquist, V. Braunschweig, J. Gaston, S. Jorna  
M. Kimmel  
**Staff:** A. Sielopp, Parks and Recreation Manager; W. Miller, Recorder  
**ABSENT:** P. Sloan, W. Vowles (Alternate Director)  
**PUBLIC:** 0

The meeting was called to order at 3:00 p.m.

**1. Approval of the Agenda**

The following addition was made to the agenda:

6. Correspondence  
a) Friends of Coppermine Park Society – Picnic Shelter Proposal Request

**MOVED** by Commissioner Boquist, **SECONDED** by Commissioner Kimmel that the agenda be approved, as amended. **CARRIED**

**2. Adoption of the Minutes of May 23, 2017**

**MOVED** by Commissioner Gaston, **SECONDED** by Commissioner Braunschweig that the minutes from the meeting of May 23, 2017, be adopted. **CARRIED**

**3. Chair's Report**

No report.

**4. Director's Report**

No report.

**5. Staff Reports**

**a) Staff News**

Copper Mine Park

- tree cutting/ trespass file has been closed
- park logs have been removed and taken for milling
- lumber will be used to repair the foot bridge at the approach to the playground with the remaining lumber available for use on the Port Renfrew Tourism Trail
- a gate will be installed between the creek and the start of the existing chain link fence
- a quote for fencing on the east property line by the playground is being obtained
- lumber donated by the East Sooke Fire Commission has been cut for the picnic shelter
- a meeting will be scheduled with the Friends of Coppermine to give direction on the process for moving the shelter project along
- staff will be replacing two telspar posts with signs that were recently removed/stolen

- staff followed up directly with users to advise that horses and motorized bikes are not permitted in the park

The Commission stated support for installation of the gate as the gate will restrict children from accessing the creek and road area. The Manager confirmed that signage will be installed to direct that the gate is to be kept closed at all times.

#### William Simmons Memorial Park

- four hazard trees have been removed
- Freshwater Fisheries Society of BC is planning two evening events for kids on June 27 and July 4 from 6 to 8 p.m.

The Manager confirmed that, noting the Society's contribution to the dock projects, the permit fee was waived for use of the park. The Society has been asked to report event attendance numbers.

The Commission stated support for continuing efforts to secure a statutory right-of-way (SRW) to complete Wieland Trail which would connect William Simmons Memorial Park to Kemp Lake Road. Proposed Bylaw No. 4101 would permit use of the land acquisition to purchase SRWs. Update on the status of the proposed bylaw was requested.

#### Port Renfrew

- broken floor has been repaired in the community centre
- laminate flooring will be installed within the next two weeks to complete the repair

The Manager reported that he met with Kristine Pearson from Pacheedaht First Nation (PFN) to walk phase one of the Tourism Trail. It was advised that a PFN community member will be monitoring the project. It is anticipated a decision on the funding request confirmation from BC Rural Dividend Fund – Port Renfrew Tourism Trail will be received in approximately eight weeks. Contractors for this project have confirmed continued interest in the project.

#### Wrigglesworth Lake

- caretaker agreement with the current caretaker to be renewed
- the caretaker pays \$500 a year to be on site
- the Park program budget covers the cost for a portable toilet

The Commission stated support for reviewing opportunity to connect Wrigglesworth Park to the Trans Canada Trail.

#### Kemp Lake Infrastructure Improvement Proposal

The Manager reported that a meeting will be scheduled with the new Health inspector for the area, Kazuhiro Takeuchi, to provide information on this project.

A Commission member stated that it is understood that Kemp Lake Waterworks District will be starting consultation with its membership regarding financing options to connect to CRD water as the grant application to extend CRD water to Kemp Lake was unsuccessful.

Community Works Fund Application – Sheringham Point Lighthouse Preservation Society

- the Electoral Area Services Committee supported an application from the Sheringham Point Lighthouse Preservation Society for \$12,000 to support chip sealing of the private access road to the lighthouse lands
- it is anticipated that the CRD Board will approve the application at its July 12, 2017 meeting
- this funding supports the Society's commitment to improve and maintain the SRW held by the CRD over private land to permit public access to the lighthouse lands as set out in the Society's operating agreement with the CRD

Priest Cabin Park

A Commission member reported that there is a considerable amount of tree debris on the SRW held by the CRD that permits public access from Priest Cabin Park to the Matterhorn Trail. It was suggested that clearing of this debris should be done in conjunction with clearing of the SRW that permits public access to Priest Cabin Park.

Summer Picnic

Staff to follow up with the membership regarding proposed dates/times.

Staffing

Jade Steel will be leaving for a position at Regional Parks effective July 3. Torri Venvoit from Regional Parks will be filling the Parks Maintenance Worker 2 position.

Resignation

Armin Sielopp reported that he has provided notice of resignation as Manager, Parks and Recreation, Juan de Fuca Electoral Area. Armin Sielopp advised that he has agreed to stay on for the short term while another candidate is being considered.

**6. Correspondence**

**a) Friends of Coppermine Park Society – Picnic Shelter Proposal Request**

**MOVED** by Commissioner Jorna, **SECONDED** by Commissioner Boquist that the correspondence be received.

At this time, it was asked that the inspection report completed by the Society in April be added to the next meeting agenda.

**7. New Business**

**a) Proposed Amendment to Bylaw No. 3763, "Juan de Fuca and Salt Spring Island Parks and Recreation Advisory Commissions Bylaw No. 1, 2011" and Bylaw No. 3795, "Community Parks Regulations (Juan de Fuca and Salt Spring Island Electoral Areas) Bylaw No.1, 2012"**

Proposed bylaw amendments to be presented to the new Manager for consideration.

**8. Unfinished Business**

- a) BC Rural Dividend Fund – Port Renfrew Tourism Trail**
- b) Kemp Lake Infrastructure Improvement Proposal**
- c) Long Term Trail Program**

**9. Public Question Period**

**10. Next Meeting**

July and August meetings at the call of the Chair.

**11. Adjournment**

**MOVED** by Commissioner Kimmel, **SECONDED** by Commissioner Bennett that the meeting adjourn.

The meeting adjourned at 4:23 p.m.

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Louise Paterson, Chair

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Wendy Miller, Recorder