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**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, September 12, 2017, 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, J. Gaston, S. Jorna, M. Kimmel, W. Vowles (Alternate Director)
Staff: M. MacIntyre, Acting Manager, Juan de Fuca Parks and Recreation;
I. Lawrence, Manager, Local Area Planning; W. Miller, Recorder

ABSENT: P. Sloan

PUBLIC: 0

The meeting was called to order at 1:00 p.m.

1. Approval of the Agenda

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Boquist that the agenda be approved. **CARRIED**

2. Adoption of the Minutes of June 27, 2017

MOVED by Commissioner Braunschweig, **SECONDED** by Commissioner Bennett that the minutes from the meeting of June 27, 2017, be adopted. **CARRIED**

3. Chair's Report

The Chair advised that she visited Copper Mine Park to review the proposed picnic shelter site with Armin Sielopp. The Chair stated support for the site location.

4. Director's Report

The Alternate Director confirmed that proposed Bylaw No. 4101, which would permit use of the land acquisition fund to purchase statutory rights-of-way, has not proceeded. The Commission's continued interest in this bylaw has been communicated to Director Hicks.

5. Delegation

a) Local Area Planning – Rezoning Referral RZ000245 (3950 Goldstream Heights Drive)

Iain Lawrence spoke to the staff report considered by the Land Use Committee at its meeting of July 18, 2017 and the application to amend the Malahat Official Community Plan (OCP), Bylaw No. 3721 and the Malahat Land Use Bylaw, 1981, Bylaw No. 980 to permit the operation of a campground and licensed medical marijuana production facility.

Iain Lawrence advised that:

- The property is accessed from Shawnigan Lake Road at Stebings Road over private easement at the end of Goldstream Heights Drive
- The campground would accommodate 150 recreational vehicles (RVs), 50 campsites and 10 tourist cabins, as well as outdoor facilities such as mini-golf, and swimming pool
- The Great Trail is located approximately 600 m to the east of property
- The Great Trail can be accessed from Goldstream Heights Drive at Trail Way

- The applicant is working with partners to operate the proposed licensed medical marihuana production facility as a learning center
- The production facility would not be open to the public or to patients
- The applicant proposes that the campground will be a bike/hike destination for users of The Great Trail
- The applicant would have to enter into a dialogue with Regional Parks to pursue a direct connection to The Great Trail

Iain Lawrence responded to questions from the Commission advising that:

- The property is designated within the Steep Slopes, Sensitive Ecosystems and the Watercourses, Wetlands and Riparian Areas development permit areas
- A development permit for the proposed campground facility will be required including further review of the site by qualified professionals
- The proposed zone does not permit recreational marihuana production

Commissioner Kimmel entered the meeting at 1:23 p.m.

Commission comments included:

- There is public interest in more campground facilities
- RV accommodation with amenities is limited on southern Vancouver Island
- Campground facilities are closing, but are not being replaced
- Amenities such as electricity and water hook up are not provided by provincial facilities
- Living Forest in Nanaimo is a model example of a RV destination
- Campgrounds are revenue generators for neighbouring communities
- Support for developing campground facilities to blend with the natural environment
- Professional reports/oversight will guide appropriate development/build out
- No concern for impacts to Wrigglesworth Park
- There is interest in connecting The Great Trail to Wrigglesworth Park
- Questioned the compatibility of combining campground use and medical marihuana production facility use on a single property
- Can understand a private easement being used to accommodate a single property owner, but questioned a private easement being used to accommodate traffic volume associated with a campground

Iain Lawrence advised that the easement is an agreement between private property owners.

MOVED by Commissioner Braunschweig, **SECONDED** by Commissioner Bennett that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission report to the Juan de Fuca Land Use Committee that it supports rezoning application RZ000245.

CARRIED

b) Local Area Planning – Subdivision Referral SU000687 (17110 Parkinson Road)

Iain Lawrence spoke to the proposed 6-lot bare land strata subdivision, advising that the subdivision triggers the provision of park land pursuant to Section 510 of the *Local Government Act*. Iain Lawrence presented mapping showing the location of the subject parcel.

It was confirmed that:

- The parcel does not front the Port of San Juan, but that a narrow property (PID 009-592-342, Plan 344R) separates the subject property from the shoreline
- Plan 344R was originally a railway bed and is part of the marina property
- A shoreline trail may be considered at such time that the marina property is rezoned
- 5% cash in lieu is estimated to be approximately \$22,000 based on the subject property's 2017 assessment; however, the final cash in lieu figure is to be determined at such time that the Ministry of Transportation and Infrastructure issues the application Preliminary Layout Approval (PLA)

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Kimmel that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission recommend to the Juan de Fuca Land Use Committee that the requirement for parkland dedication in accordance with Section 510 of the *Local Government Act*, for the proposed bareland strata subdivision of Lot A, Section 97, Renfrew District, Plan EPP71912, be received in the form of cash-in-lieu.

CARRIED

6. Staff Reports

a) Staff News

Copper Mine Park

- Armin Sielopp met with the Friends of Coppermine Park Society on July 17, 2017, regarding the shelter project
- Armin Sielopp has communicated agreement to volunteer to work with the Juan de Fuca Community Parks Program and the Society to coordinate geotechnical report requirements
- Gate and chain-link fence installation is in progress
- A second set of steps from top of playground to swing set was completed in August

A Commission member thanked staff for installing the gate and fence and advised that a donation of \$5,000 from the Friends of Coppermine Park Society is anticipated to help support construction of a picnic shelter.

Wrigglesworth Lake

- The caretaker agreement has been renewed and will run through to December 2018
- The Juan de Fuca Community Parks Program receives \$500.00 per year from the caretaker for the station site
- Staff has supplied the caretaker with a Visi-vest, CRD cap, CRD name tag and forestry backpack sprayer
- The Parks Crew brushed along the road from the main gate in order to provide better emergency vehicle access
- Park boundary marker installation along the south boundary was completed in July

Community Works Fund Grant Applications

- A Community Works Fund grant application from the Sheringham Point Lighthouse Preservation Society for \$12,000 was supported by the CRD Board on July 12
- A Community Works Fund grant application for \$12,500 has been submitted as condition of the Port Renfrew Community Tourism Trail project
- It is anticipated that the application will be considered by the Electoral Area Services Committee on September 20 and by the CRD Board on October 11

Port Renfrew Community Tourism Trail

- BC Rural Dividend Program has yet to announce funding confirmation for the Port Renfrew Tourism Trail project (\$100,000)
- Pacheedaht First Nation (PFN) has agreed to provide a monitor representing PFN during the construction process

Kemp Lake Infrastructure Improvement Proposal

- A meeting was held on July 19 with the Health Inspector for the area, Kazuhiro Takeuchi, Local Area Planning Manager, Iain Lawrence, and Armin Sielopp
- This project remains on hold as options to connect to the Kemp Lake Waterworks District to CRD water are still being considered
- It is understood that funding for the project remains secure

Fish Boat Bay

- A contractor repaired concrete supports on wooden stairs leading to beach

Mount Matheson Trail

- The Parks Crew completed split rail fence and installed no trespassing sign along west side of trail

Port Renfrew Community Centre

- The Parks Crew completed sanding and staining of benches and table

William Simmons Memorial Park

- The Parks Crew completed sanding and staining of fishing dock benches and boat launch railings

Commission comments included:

- William Simmons Memorial Park is receiving a high level of usage
- The park is the only sizable park in Otter Point
- The opportunity for new parks in Otter Point is limited to purchase/park dedication of fee simple parcels
- Many fee simple parcels have undergone logging/resource extraction
- These parcels may still be considered key acquisition priorities as the parcels will regenerate with time
- The Juan de Fuca Community Trails Society is interested in such a property to develop equestrian trails

Mike MacIntyre reported that there is opportunity to review acquisition priorities when the Commission reviews its Community Parks Strategic Plan (2010-2020).

7. Correspondence

- a) **Friends of Coppermine Park Society – Picnic Shelter Proposal (July 18)**
- b) **Friends of Coppermine Park Society – Picnic Shelter Proposal (July 23)**

The Commission received the correspondence. It was asked that the shelter proposal be added to Unfinished Business.

8. New Business

a) Seaside Drive Signage

A Commission member reported that 24 hour tow away signage has been reinstalled at the end of Seaside Drive. The signage specifically notes that there is to be no lighthouse parking.

Commission comments included:

- It is understood that similar no parking/tow away signage was erected in past and subsequently removed by the Ministry of Transportation and Infrastructure
- Status of the signage is unclear, opening the potential for conflict between residents
- Seaside Drive provides a paved and accessible access to Sheringham Point View Trail
- The Seaside Drive access is being used by local residents who wish to use Sheringham Point View Trail to access Sheringham Point Road to visit the Shirley Community Hall and Shirley Delicious
- Support for looking at options to allow for residential access to Sheringham Point View Trail from Seaside Drive

Staff was asked to report back on the status of the signs.

b) Review of Recreation Contracts

It was asked that this item be added to Unfinished Business for review and input by the Commission. Staff confirmed that the recreation program contracts expire December 31, 2017.

9. Unfinished 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”

Staff reported that the Salt Spring Island incorporation referendum failed. Proposed amendment to Bylaw No. 3763 to remain noted under Unfinished Business to review interest in amending meeting procedures.

b) Proposed Bylaw No. 4101, “Juan de Fuca Electoral Area Community Parks Acquisition Reserve Fund Bylaw No. 1, 2016”

c) BC Rural Dividend Fund – Port Renfrew Tourism Trail

d) Kemp Lake Infrastructure Improvement Proposal

e) Long Term Trail Program

There is opportunity to review trail opportunities when the Commission reviews its Community Parks Strategic Plan (2010-2020).

10. Public Question Period

11. Next Meeting

October 24, 2017

12. Adjournment

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

The meeting adjourned at 2:22 p.m.

Louise Paterson, Chair

Wendy Miller, Recorder