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**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, September 25, 2018 at the Juan de Fuca Local Area Services Building,
3 – 7450 Butler Road, Otter Point, BC**

PRESENT: S. Jorna (Vice Chair), C. Bennett, V. Braunschweig, J. Gaston, M. Kimmel,
P. Sloan
Staff: D. Closson, Manager, Juan de Fuca Parks and Recreation; I. Lawrence,
Manager, Local Area Planning; E. Taylor, Planner, Local Area Planning;
W. Miller, Recorder
ABSENT: B. Croteau, L. Paterson, W. Vowles (Alternate Director)
PUBLIC: 1

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

1. Approval of the Agenda

It was advised that Planning staff can provide an overview of the Pacific Gateway Marina proposal (RZ000242) but that it is asked that the application be considered for recommendation after a public information meeting is held in Port Renfrew. It is anticipated that a public information meeting will be held in mid-November.

MOVED by Commissioner Kimmel, **SECONDED** by Commissioner Braunschweig that the agenda be approved, as amended, to strike item 5 d) Comprehensive Community Plan Amendment Application – RZ000242 and to add New Business, item 7 a) Signage - Dog Regulations.

CARRIED

2. Adoption of the Minutes of June 26, 2018

MOVED by Commissioner Sloan, **SECONDED** by Commissioner Gaston that the minutes from the meeting of June 26, 2018 be adopted, as amended, to strike and replace “the requirement for 5% park dedication has decreased” with “the opportunity for 5% park dedication has decreased” and to strike and replace “BC Hydro is covering the hydro costs associated with the charging stations” with “the Ministry of Transportation and Infrastructure will fund the electric stations at the Community Centre”.

CARRIED

3. Chair’s Report

The Vice Chair passed on regrets from the Chair.

4. Director’s Report

None.

5. Delegation – Local Area Planning

a) Subdivision Application S-03-14 - Lot 2, District Lot 17, Renfrew District, Plan 32241 (6649 Godman Road)

Emma Taylor spoke to the subdivision application confirming that the Commission recommended that cash-in-lieu be requested in accordance with the provision of park land under Section 510 of the *Local Government Act*. It was advised that the applicant has fulfilled a condition to provide acceptable sewage disposal and is requesting review of the

application to receive Preliminary Layout Approval. The Commission is asked to confirm if its original resolution, as forwarded to the Ministry of Transportation and Infrastructure, remains valid.

Staff confirmed that:

- a trail through the subject property has been discussed as part of the conceptual trail plan for Port Renfrew
- in accordance with the Bare Land Strata Regulations under the *Strata Property Act*, the Approving Officer may request that the applicant provide a strip of land not exceeding 7 m in width along the bank or shore for the purpose of providing public access
- no development applications have been received for the property between the subject property and the Wild Coast Cottages strata property
- a trail through the Wild Coast Cottages strata property would require negotiations with the developer

Commission comments included:

- it is challenging to plan a route for a community trail network as the properties reflected in the conceptual trail plan are held by different owners
- support for formal development of a comprehensive trail network plan
- support for having a waterfront trail connect Beach Camp to the proposed Pacific Gateway Marina development to Snuggery Cove

MOVED by Commissioner Braunschweig, **SECONDED** by Commissioner Kimmel that the Commission rescind its September 23, 2014 motion requesting cash-in-lieu of park land pursuant to securing dedication of land for a trail connection.

CARRIED

b) Rezoning Application RZ000253 - Lot 2, Section 97, Sooke District, Plan 15036 (6400 Block East Sooke Road)

Emma Taylor spoke to the staff report and the request to rezone the subject property from Rural A to Rural Residential 6A (RR-6A), in order to facilitate a 9-lot subdivision. Emma Taylor outlined the professional reports submitted by the applicant supporting the application and advised that the environmental overview assessment recommends an environmental protection area/wildlife corridor be covenanted. Emma Taylor directed attention to the corridor as identified on the rezoning concept plan.

Staff advised that:

- one access off East Sooke Road is proposed to access two fee simple lots
- a second access off Cole Road is proposed to access seven bare land strata lots
- the subdivision proposal does not include public road dedication
- the Official Community Plan (OCP) for East Sooke, Bylaw No. 4000, supports expansion of trail networks to connect neighbourhoods
- the OCP does not provide specific park and trail policies for the subject property
- the East Sooke Advisory Planning Commission supported the application moving forward without the proposed protected area being dedicated as park at its August 8, 2018 meeting
- the CRD would be at least one of the holders of the covenant, should the environmental protection area/wildlife corridor be covenanted

Commission comments included:

- members walked the site with staff on September 10
- the subject property does not provide opportunity for a trail connection to Seagirt Ponds Park
- noting the proximity of Seagirt Ponds Park and East Sooke Regional Park, the proposed subdivision is not bereft of recreational opportunities

MOVED by Commissioner Kimmel, **SECONDED** by Commissioner Bennett that that the Commission supports rezoning application RZ000253 and protection of the wildlife corridor through a multi-party covenant.

CARRIED

c) Rezoning Application RZ000256 - Lot 1, Section 128, Sooke District, Plan VIP58851 – 5480, 5488 & 5494 Mt. Matheson Road

Emma Taylor spoke to the staff report and the request to rezone the subject property from Rural A to Rural Residential 6A (RR-6A) to permit a 3-lot subdivision for the purpose of granting individual title to each dwelling unit currently located on the property.

Staff confirmed that the applicant was present.

The applicant spoke to the professional reports submitted as part of the rezoning process including a geotechnical report and environmental assessment report which addresses Doerr Creek.

Staff confirmed that the:

- professional reports will be attached to the development permit required as part of the subdivision process
- development permit will be registered on the title of each lot
- 3-lot subdivision does not require the provision of park land

MOVED by Commissioner Sloan, **SECONDED** by Commissioner Gaston that that the Commission supports rezoning application RZ000256 and protection of the creek.

CARRIED

6. Staff Reports

a) Staff News

Appreciation Certificates

Attention was directed to the certificates of appreciation issued to the membership by the CRD Board Chair.

Community Works Fund Grant Application and BC Rural Dividend Grant – Port Renfrew Tourism Trail

Pictures were presented of the completed trail, stairway and associated signage. It was advised that map signage will be considered as trail phases complete. A final report to the Rural Dividend program is being prepared.

Working with Residents at Jordan River on “The Shores Community Park”

Staff will continue to work with the parties involved to deal with hazardous materials determination and eventual removal of the trailer. Progress has been held up due to the need to have archeological work done on the old residences to be demolished at Jordan River as the work is tied to that contract.

Friends of Coppermine Park Society- Picnic Shelter Proposal

It was advised that:

- the request for gas tax funding under the Community Works Fund (CWF) has been received
- a building permit was issued and referred to Planning
- it was confirmed that the proposed siting of the shelter is within a Riparian Development Permit Area (DPA)
- a report from a Qualified Environmental Professional is required to address the DPA
- a site visit will be scheduled to determine exact location and footprint

Staffing 2018

A thank you was extended to the seasonal staff whose terms conclude on September 28.

Mount Matheson Connector Trail

Pictures were presented of the trail completed on June 30, 2018.

Port Renfrew Electric Vehicle Charging Station

Staff are waiting on finalization of the installation plan for the EV Charging Station.

Seagirt Ponds Info Shelter and Bench Base

Pictures were presented of the completed concrete bench base and information shelter.

Priest Cabin Park

A tree falling/bucking contractor has been contacted to clear any hazard trees and downed trees to complete clearing of the hiking trail from Cedar Coast Drive and Priest Cabin Park. The gate at Highway 14 on Cedar Coast Drive is in the process of being moved and cement blocks have been erected. This will allow for public parking adjacent to the starting point on the Priest Cabin hiking trail. Trail improvements will begin next year.

Kemp Lake Fishing Pier and Boat Launch Project

Staff met with the Ministry of Transportation and Infrastructure (MoTI) to discuss local resident inquiries about the project. The project will continue to be delayed until such time as the water line installation has been completed. A parking plan for public vehicles using the access is to be developed by staff and submitted to MoTI for review. Don Closson confirmed that land improvements can start prior to water line completion. Quotes anticipated in the spring.

Recreation Program Funding Support – Moving Into Wellness

Assistance of \$200 will be allocated to support a Moving Into Wellness program. The eight week movement program designed for attendees 55+ and for individuals with movement challenges/concerns will begin on October 9. The program will be held at the Juan de Fuca Local Area Services Building.

Commission comment was forwarded supporting a similar program being held in East Sooke. Don Closson advised that program offerings will be reviewed in the fall.

7. New Business

a) Signage – Dog Regulations

A Commissioner relayed comment received from a Shirley resident reporting that there is one dog on leash sign at Sheringham Point Trail but that there are no signs related to dogs at Fishboat Bay Park and Priest Cabin Park. The resident is concerned for wildlife and park ecosystems and requests that signage be posted to clarify regulations for dogs in community parks.

Don Closson asked that review of the Community Parks Regulations bylaw, Bylaw No. 3795, be added to next month's agenda to review regulations related to dogs as well as camping.

8. Unfinished Business

a) Friends of Coppermine Park Society-Picnic Shelter Proposal

Discussed under Staff News.

b) Electric Vehicle Charging Station – Port Renfrew

Discussed under Staff News.

c) Priest Cabin Trail Improvements

Discussed under Staff News.

d) Seagirt Ponds Park – Information Shelter and Bench Base

Discussed under Staff News.

e) Recreation Program Guidelines Review

f) Kemp Lake Fishing Pier and Boat Launch Project

Discussed under Staff News.

g) Port Renfrew Tourism Trail

Discussed under Staff News.

9. Next Meeting: October 23, 2018

10. Adjournment

At this time a Commissioner extended a thank you for the site visit to Port Renfrew on September 12.

The meeting adjourned at 4:52 p.m.

Sid Jorna, Vice Chair

Wendy Miller, Recorder