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**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, July 30, 2019 at the Juan de Fuca Local Area Services Building,
3 – 7450 Butler Road, Otter Point, BC**

PRESENT: S. Jorna (Chair), V. Braunschweig, B. Croteau, J. Gaston,
Director M. Hicks, A. Marchand, A. Sielopp, P. Sloan
Staff: D. Closson, Manager, Juan de Fuca Parks and Recreation;
E. Taylor, Planner; W. Miller, Recorder

PUBLIC: 1

The meeting was called to order at 3:00 pm

1. Approval of the Agenda

MOVED by Commissioner Croteau, **SECONDED** by Commissioner Sielopp that the agenda be approved, as amended, to add a presentation from the Friends of Coppermine Park Society under New Business.

CARRIED

2. Adoption of the Minutes of May 28, 2019

MOVED by Commissioner Croteau, **SECONDED** by Commissioner Sielopp that the minutes from the meeting of May 28, 2019, be adopted.

CARRIED

3. Chair's Report

None.

4. Director's Report

Director Hicks reported that Wally Vowles has stepped down as Alternate Director and that Dan Quigley now fills the position. Director Hicks relayed that he anticipates attending future meetings of the Commission.

5. Delegation – Juan de Fuca Community Planning

a) Zoning and Official Community Plan Amendment Application RZ000267 - That Part of Section 17, Otter District, Lying East of Otter Point Road, Except Parcel C (DD43782I) And Except Parts in Plans 3054 And 17721 (3542 & 1-3542 Otter Point Road)

Emma Taylor spoke to the staff report to the Juan de Fuca Land Use Committee and the request to rezone a 5 ha portion of the subject property from Rural A to Rural Residential 2 (RR-2) to allow a five lot rural residential subdivision, to rezone a 6 ha area to a new Industrial Sawmill (M-3) zone, and to rezone a 4 ha portion to a new Industrial Aquaculture (M-4) zone. An amendment to the Otter Point Official Community Plan (OCP) is also proposed to designate portions of the property as Watercourses & Wetland Areas and Commercial & Industrial development permit areas.

Emma Taylor confirmed that the agent for the application was present and directed attention to the policies in the Otter Point OCP for parks and natural areas for the Commission's consideration.

The Chair reported that staff and members of the Commission attended the two subject properties being considered for rezoning on July 29.

Commission comments included:

- the Commission holds a licence of occupation over Wieland Road for trail use
- the subject property interrupts the trail
- extension of the gazetted road or establishment of a statutory right-of-way over the subject property would provide an alternative transportation route from William Simmons Memorial Park to Kemp Lake Road to Crown lands to the west

Emma Taylor responded to questions from the Commission advising that:

- the obligation for formal park land dedication in accordance with Section 510 of the *Local Government Act (LGA)* would be at the time of subdivision, should the rezoning application proceed
- the applicant has submitted a subdivision application
- the applicant is aware of the licence of occupation
- the rezoning application has been referred to agencies for comment
- agency comments will be shared with the applicant and considered by the Land Use Committee

Director Hicks stated that, should a route be secured over the subject property, gas tax funds could be utilized to support construction of a trail.

Staff presented photos from the July 29 site visit.

Commission comments included:

- it is understood that the property owner wants to be able to access the adjacent private property to the south as part of the sawmill operation
- measures would need to be in place to ensure the safety of all users
- the proposed route would be screened by trees
- the proposed route would benefit the community of Otter Point

Emma Taylor responded to a question from the Commission advising that a combination of land and cash can be considered at the time of subdivision to meet the requirements of Section 510 of the *LGA*.

MOVED by Director Hicks, **SECONDED** by Commissioner Sloan that the Commission supports the rezoning application with establishment of a trail for continuation of Wieland Road at the time of subdivision.

Staff responded to a question from the Commission advising that the application will also be considered by the Otter Point Advisory Planning Commission.

The Chair called the question.

CARRIED

b) Rezoning Application RZ000268 - Lot 12, Section 128, Sooke District, Plan VIP58851 (5495 Mt. Matheson Road)

Emma Taylor spoke to the staff report to the Juan de Fuca Land Use Committee and the request to rezone the subject property from the Rural (A) zone to the Rural Residential 6A (RR-6A) zone to permit a four lot subdivision.

Emma Taylor directed attention to the policies in the East Sooke OCP for parks and trails for the Commission's consideration and confirmed that the East Sooke OCP does not provide specific park and trail policies for the subject property.

Emma Taylor responded to questions from the Commission confirming that:

- the applicant has submitted an environmental professional report which identifies Doerr Creek on the property
- a development permit will be required as a condition of subdivision, should the request for rezoning be supported
- the environmental professional report, which provides considerations for future site development, will be registered on the title of subject property as part of the development permit process

Staff presented photos from the July 29 site visit.

Don Closson confirmed that the closest community trail, located at the top of Mt. Matheson Road, provides a connection to Roche Cove and Matheson Lake Regional Parks.

Commission discussion ensued regarding opportunity to identify sensitive areas or unique features for protection/preservation at rezoning.

Commission comments included:

- the subject property provides glimpse views of Sooke Basin
- the subject property is not suitable for recreation parks or trails
- conservation areas and natural park land could be considered
- cash in lieu of park land would provide the best value

MOVED by Commissioner Sielopp, **SECONDED** by Commissioner Braunschweig that the Commission supports the rezoning application and has identified no specific park interests for the subject property.

CARRIED

Emma Taylor responded to a question from the Commission advising that applications that are anticipated to require park dedication at the time of subdivision are referred to the Commission at rezoning to provide the applicant early notice of park and amenity interests.

6. Staff Reports
a) Staff News

Subdivision Application SU000699/SU000700 - Lot 2, Section 97, Sooke District, Plan 15036 (6400 Block East Sooke Road)

At its meeting of June 12, 2019, the CRD Board resolved to accept 5% cash in lieu of park land dedication pursuant to Section 510 of the LGA for the proposed subdivision.

The Ministry of Transportation and Infrastructure (MoTI) issued the subdivision a Preliminary Layout Approval (PLA) on July 4, 2019.

Subdivision Application SU000697 - Subdivision of Lot 93, Renfrew District, Except Part in Plan 23812 – West Coast Road

The MoTI issued the subdivision a PLA on June 2, 2019. One of the conditions of the PLA is dedication of 10 m to be added to the existing access to water. On June 7, 2019, the applicant provided a plan which shows the additional dedication which addresses Section 75(1)(c) of the *Land Title Act*.

Becher Bay Trail and Petrel Drive Trail – Development Plans

The Commission's 2019 Service Plan identifies \$6,000 for development of a feasibility plan for the construction of each trail. The locations are steep and require creek crossings to provide access to the shoreline. The studies will provide recommendations for suitable trail routes and required infrastructure, such as board walks and bridges. Funding for the feasibility plans is identified in the 2020 Capital budget. The award process for the plans is anticipated to start in late fall 2019.

Friends of Coppermine Park Society - Picnic Shelter Proposal

Construction has been ongoing and good progress has been made. It is anticipated that construction will be completed by the Labour Day weekend. The Chair extended a thank you to Commissioner Braunschweig for her assistance throughout the project.

Port Renfrew Electric Vehicle Charging Station

Director Hicks reported that:

- one of stations is operational
- the two remaining stations are high-speed and require WiFi
- WiFi for the stations is being pursued

Don Closson advised that staff is reviewing the roadside signage at the Port Renfrew Community Centre to identify the current services offered at the facility, including the stations.

Priest Cabin Park

Don Closson confirmed that signage has been erected at Cedar Coast Road identifying the trailhead and outlining trail safety and trail route and that the larger signage package will be shared with the Commission once developed.

The Chair stated support for:

- securing a statutory right-of-way to connect the public trail from the park through District Lot 177 to the Matterhorn
- a site visit to the Matterhorn Trail

Staff asked the membership to submit any information/mapping for the Matterhorn Trail to assist with consideration of the proposal.

Kemp Lake Fishing Pier and Boat Launch Project

Don Closson reported that the aquatic portion of the project will continue to be delayed until such time as water line installation has been completed for the Kemp Lake Waterworks District. The Freshwater Fisheries Society of BC has allocated funding in 2020 for the dock. The contract for the upland portion of the project, which includes a parking lot, boat launch, picnic and porta-potty areas, has been awarded. Work on this portion of the project can proceed once the contract has been signed. The aquatic portion of the project will commence once the Province grants approval for changes in and about a stream as required by the *Water Sustainability Act*. It is anticipated that upland improvements will begin in early fall.

Caretaker Agreement – Wigglesworth Lake

A boundary management project was initiated at the location of the caretaker trailer in 2018. A series of large rocks have been placed to secure the boundary from trespass. The new porta-potty location appears to working well.

William Simmons Park

Don Closson spoke to the hazardous materials report received as part of the demolition permit process for the remaining vacant residence located on park property. A site visit with a contractor was performed in June. Costing for demolition and remediation work has yet to be received. A request for funding for this project has been made.

Don Closson confirmed that the building is secure and that no trespassing signage has been posted, as requested by the Commission.

Carpenter Road Park

Don Closson reported that an initial assessment of the man-made catchment was completed on July 9, 2019. The assessment was required to ensure that the catchment conforms to provincial regulations for earthen dams. Staff is awaiting feedback to confirm if a formal inspection by an engineer for development of a management plan is required.

Commissioner Croteau left the meeting at 4:30 pm.

7. New Business

a) Wigglesworth Lake Park Development Plan

Don Closson reported that the Commission expressed interest in discussing a development plan for the park at its May 28, 2019 meeting.

Don Closson advised that a development plan would identify:

- site constraints such as steep slopes and wetland areas
- opportunities to utilize existing skid trails to provide connections within the park and to The Great Trail
- potential amenities such as picnic tables and garbage cans

Commission comments included:

- the Malahat position on the Commission is vacant
- support for soliciting comment from local residents regarding park development
- interest in the park is not limited to the residents of the Malahat
- the community parks program is funded by all Juan de Fuca Electoral Area taxpayers
- community park program funds are limited

Don Closson noted that a number of projects are approaching completion and suggested that interest in developing this park could be considered as part of a larger planning review.

b) Friends of Coppermine Park Society Presentation

Commissioner Braunschweig read aloud a letter from the society thanking the CRD and all the volunteers and contractors who assisted with construction of the picnic shelter and presented a donation of \$5,000 on behalf of the society to support completion of the project.

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) Kemp Lake Fishing Pier and Boat Launch Project

Discussed under Staff News.

e) Review of Bylaw No. 3623, Recreation Services and Facilities Fees and Charges Bylaw

To be reviewed in the fall.

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

No development update.

g) Petrel Drive Trail Development Plan

Discussed under Staff News.

At this time, Don Closson responded to a question from the Commission advising that there have been no new issues related to the encroachment at The Shores Park at the old real estate trailer site.

Director Hicks relayed that he is aware of the interest in continued use of a building on Queesto lands in Jordan River for community functions as well as the community's interest in protecting the Goudie Creek watershed, should there be development in the future.

9. Next Meeting:

September 24, 2019

10. Adjournment

The meeting adjourned at 4:56 pm

Sid Jorna, Chair

Wendy Miller, Recorder