



Making a difference...together

**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, June 22, 2021, at the Juan de Fuca Local Area Services Building,
3 – 7450 Butler Road, Otter Point, BC**

PRESENT: S. Jorna (Chair), V. Braunschweig, B. Croteau (EP), J. Gaston,
S. McAndrews (EP), P. Sloan (EP)
Staff: D. Closson, Manager, Juan de Fuca Community Parks and Recreation;
W. Miller, Recorder (EP)
ABSENT: Director M. Hicks, K. Lewis (EP), S. McKay
PUBLIC: 0

EP – Electronic Participation

The meeting was called to order at 3:00 pm.

1. Approval of the Agenda

MOVED by Commissioner Gaston, **SECONDED** by Commissioner Braunschweig that the agenda be approved. **CARRIED**

2. Adoption of the Minutes of May 25, 2021

MOVED by Commissioner Sloan, **SECONDED** by Commissioner Gaston that the minutes from the meeting of May 25, 2021 be adopted. **CARRIED**

3. Chair's Report

The Chair thanked everyone for attending the meeting.

4. Director's Report

No report.

5. Staff Reports

a) Staff News

Bylaw No. 3763 Amendment

No update has been received from CRD Legislative and Legal Services regarding initiative to update the bylaw for the Commission.

Carpenter Road Dam Remediation/Safety Report

Further to the orders received by the Province in accordance to the *Dam Safety Regulation (DSR)*, Don Closson provided an update advising that:

- the final safety plan has been reviewed by staff
- the safety plan included short-term recommendations for the winter season as well as recommendations should the dam be decommissioned or rebuilt
- decommissioning is expected as significant funds would be required to retain/maintain the dam
- degree of decommissioning to be determined
- monitoring of the dam continues
- the notice to downstream property owners has been drafted
- a dam emergency plan will be required, if the dam is not decommissioned

- a plan for short-term emergency remedial work is required
- an archeological impact assessment for remedial work is required
- Northwest Hydraulic Consultants has been granted direct award to prepare a plan for short-term emergency remedial work
- more information on the dam structure will be determined once short-term work including vegetation removal, armouring and spillway work begins

Seagirt Ponds Community Park

Unauthorized Trail:

- the parks crew is working on decommissioning of the unauthorized trail and installation of split rail, signage and minor plantings

Trail to Second Pond:

- the Seagirt Ponds Society's interests in establishing a short trail and a longer trail to a bench location to view the second pond remains under review
- one trail will be established
- Registered Biologist oversight is required for this work
- at this time, a Registered Biologist is not on staff with Regional Parks

Trail Repairs:

- the Society's interest in repairing two trail locations remains under review
- Registered Biologist comment on this work is also required as both locations are wet areas

Interpretive Signage/Mapping:

- the parks crew has started GPS work in response to interest expressed by the Society for signage/mapping

Hazard Tree Assessment:

- assessment completed last week
- work to be scheduled in response to the assessment

Don Closson responded to a question from the Commission advising that a timeframe for the trail work will be determined once the works are reviewed by a Registered Biologist. Proposed signage will incorporate existing trails and proposed trail to eliminate the need to amend the sign once the new trail is complete.

Priest Cabin Access Agreement

- the maintenance access agreement between the CRD, the JdF EA and the land owner remains under review
- staff are scheduled to meet with the owner of Lot 177 on July 7, 2021 to discuss trail development along the right-of-way through Lot 177
- opening of Cedar Coast Road continues to be under review by the Ministry of Transportation and Infrastructure
- Cedar Coast Road is a public road which is currently gated
- there has been an increase in upland property owner interest in opening up the road

Don Closson responded to a question from the Commission advising that public access through Lot 26 would come before the Commission, should a development application be received by Juan de Fuca Community Planning.

Sheringham Point Community Park

Full spring revegetation management has now been completed at Sheringham Point Community Park.

Port Renfrew Tennis Court Resurfacing

At this time, paving is anticipated to begin in mid-July to coincide with another project in the area.

Kemp Lake Fishing Dock

- the dock is now back in full operation with repairs completed on June 3, 2021
- a draft Compliance Action Plan (CAP) is currently under review in preparation for approval
- CAP will support park worker efforts to control undesirable activities at Kemp Lake

Community Parks Strategic Plan Update

- Community Works Funds (CWF) for \$40,000 has been approved for this project
- a request for proposal will be developed with assistance from Juan de Fuca Community Planning

A Commissioner stated support for purchase of a drone as a resource for the project.

Port Renfrew Invasive Species Treatment

- contractor site visit held on June 17, 2021 to review invasive species treatment (herbicide) on several parcels in and around Lot 64
- the invasive species targeted are Knotweed and Policeman's Helmut
- local residents adjacent to Lot 64 have been contacted to allow for the treatment on private land
- further treatment is anticipated in August/September
- youth employment placement is being explored through the Capital Regional Invasive Species Partnership (CRISP)

Port Renfrew Bench Request

- a request has been received for a memorial bench donation at Lot 64
- all costs will be covered by the interested party
- a tax receipt can be issued for the donation

6. New Business

a) Commission Picnic

The Commission stated support for a picnic. Staff will forward details by email.

b) Community Parks Desires/Suggestions

The Chair spoke to the importance of the Community Parks Strategic Plan (CPSP) as the communities continue to grow. The Chair reported that the CPSP is a guiding document for outlining community goals for park and trail acquisition. In preparation of the CPSP review, staff will be circulating resources in advance of the September meeting.

Don Closson advised that staff will provide a summary of the items addressed under the current CPSP in the fall.

7. Unfinished Business

a) Community Parks Strategic Plan Update

Discussed under Staff News.

b) Amendment to Bylaw No. 3763, Juan de Fuca and Salt Spring Island Parks and Recreation Advisory Commissions

Discussed under Staff News.

c) Statutory Right-of-Way: Priest Cabin Park to Matterhorn Trail

Discussed under Staff News.

d) Wieland Road Tree Cutting

No update provided by the Ministry of Transportation and Infrastructure regarding the report of tree cutting.

8. Next Meeting

The Commission will adjourn for the months of July and August, unless there is a pressing matter.

The next regular meeting is scheduled for September 28, 2021.

9. Adjournment

The meeting adjourned at 4:05 pm.

Sid Jorna, Chair

Wendy Miller, Recorder