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**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, November 23, 2021, at the Juan de Fuca Local Area Services Building,
3 – 7450 Butler Road, Otter Point, BC**

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

EP – Electronic Participation

The meeting was called to order at 3:03 pm.

1. Approval of the Agenda

MOVED by Commissioner Gaston, **SECONDED** by Commissioner Croteau that the agenda be approved, as amended, to add Admiral's Forest under New Business. **CARRIED**

2. Adoption of the Minutes of October 26, 2021

MOVED by Commissioner Croteau, **SECONDED** by Commissioner Gaston that the minutes from the meeting of October 26, 2021 be adopted. **CARRIED**

3. Chair's Report

No report.

4. Director's Report

No report.

5. Staff Reports

a) Staff News

Bylaw No. 3763 Amendment

CRD Legal Services confirmed on November 4, 2021 that an amendment to Bylaw No. 3763 is not proceeding at this time.

MOVED by Commissioner Jorna, **SECONDED** by Commissioner McAndrews that consideration of an amendment to Bylaw No. 3763 be struck from the agenda.

CARRIED

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:

- prescription for the engineered works was received November 5, 2021
- a Section 11 Permit to conduct works in and about a stream/water body still needs to be obtained
- regular staff contact at the provincial Water Protection Group, the Ministry of Forests, Lands and Natural Resource Operations (FLNRO), is leaving the position of Dam Safety Officer

- proposed works have been referred internally by FLNRO to address First Nation consultation
- Community Works Fund (CWF) funding has been declined
- CRD Risk has confirmed a contribution of \$7,000 which will supplement the \$10,000 identified by the JdF EA budget
- remedial revegetation plan still needs to be received
- site visits with contractors for required emergency works conducted
- cost for the emergency works still to be determined
- quotes for this work due December 10

Don Closson responded to questions from the Commission advising that:

- at this time, the Dam Safety Office continues to support emergency works as opposed to full decommissioning of the dam
- culvert and spillway continued to function well during the recent rain storms
- dam continues to be inspected twice a month

Seagirt Ponds Community Park

- native plantings will be planted by the Friends of Seagirt Ponds in the spring
- JdF Community Planning has accepted the report submitted by an Qualified Environmental Professional regarding the potential impacts of constructing a short trail to a bench location which will create a viewing location for the second pond
- trail works, including a boardwalk, scheduled for 2022
- mapping for the recently installed information shelter is with Regional Parks

Priest Cabin Access Agreement

- no updates since the October meeting
- work along the statutory right-of-way through Lot 177 to the Matterhorn access scheduled for 2022

Sheringham Point Community Park

Don Closson reported that a portable toilet was placed at the lower parking lot on November 4, 2021 in response to the request from the Sheringham Point Lighthouse Preservation Society

Don Closson responded to questions from the Commission advising that seasonal toilets have been removed from Fishboat Bay, William Simmons and Wigglesworth. Year-round toilets remain in place at Coppermine and Kemp Lake. COVID-19 Safe Restart funding has been utilized to support increased washroom facility demands including placement of portable toilets at Muir Beach and Port Renfrew.

Kemp Lake Fishing Dock

No update since the October meeting.

Community Parks Strategic Plan Update

- the contract has been awarded
- intent is to have the contractor under contract for January 2022

William Simmons Trail Lift and Capping Project

- newly capped trail and trail held up well during the recent rain storms
- other trails within the park will require repair in spring 2022

Coppermine Park CWF Application

- identified works scheduled for spring 2022
- existing tennis court will not be removed
- existing court will be resurfaced
- resurfacing will address drainage

2022 Budget Review

- the Commission recommended approval of its 2022 budgets on October 26, 2021
- the CRD Board approved the 2022 Provisional Budget on October 27, 2021

6. New Business

a) Admiral's Forest

The Chair reported on long-standing community interest in acquiring the property locally known as the Admiral's Forest. It was reported that the subject property and the adjacent property may be listed for sale. The Chair spoke to the properties' natural features and connectivity opportunities and overall increase in community need for more park land.

MOVED by Commissioner Braunschweig, **SECONDED** by Commissioner Croteau that the Commission send a letter to the Regional Parks Committee to urge consideration to acquiring the lands for park. **CARRIED**

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.

8. Next Meeting

January 25, 2022

9. Adjournment

The meeting adjourned at 4:09 pm.

Sid Jorna, Chair

Wendy Miller, Recorder