



Making a difference...together

JUAN DE FUCA ELECTORAL AREA PARKS AND RECREATION ADVISORY COMMISSION

Notice of Meeting on Tuesday, **May 24, 2022 at 3 pm**

Juan de Fuca Local Area Services Building, #3 – 7450 Butler Road, Otter Point, BC

AGENDA

1. Approval of Agenda
2. Adoption of Minutes of April 26, 2022
3. Chair's Report
4. Director's Report
5. Commissioner Reports
6. Staff Report
7. Unfinished Business
 - a) Community Parks and Recreation Strategic Plan Update
 - b) Statutory Right-of-Way: Priest Cabin Park to Matterhorn Trail
8. Motion to Close the Meeting
 - a) That the meeting be closed for Land Acquisition in accordance with Section 90(1)(e) of the *Community Charter*
9. Rise and Report
10. Next Meeting: June 28, 2022
11. Adjournment



Making a difference...together

**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, April 26, 2022, 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), S. McKay, P. Sloan (EP)
Staff: D. Closson, Manager, Juan de Fuca Community Parks and Recreation;
W. Miller, Recorder (EP)
ABSENT: Director M. Hicks
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 McAndrews that the agenda be approved. **CARRIED**

2. Adoption of the Minutes of March 22, 2022

MOVED by Commissioner McKay, **SECONDED** by Commissioner McAndrews that the minutes from the meeting of March 22, 2022 be adopted, as amended. **CARRIED**

3. Chair's Report

No report.

4. Director's Report

No report.

5. Commissioner Reports

East Sooke – Coppermine Park Easter Event:

Photos from the event were highlighted, reflecting good public attendance. In addition to the support received from the Commission, contributions were also received from local businesses. In follow up to the event, it was suggested that some degree of fencing behind the picnic shelter could assist in deterring younger children from wondering into the adjacent vegetated area.

6. Staff Reports

a) Staff News

Carpenter Road Dam Remediation/Safety Report

- funds have been secured for this project
- project to start once the weather improves
- Section 11 approval still pending

Seagirt Ponds Community Park

Further to the report of noxious plants received at the March meeting, Don Closson confirmed that a site visit was made on April 13, 2022. Information on that site visit will be presented under New Business.

Priest Cabin Access Agreement

- the maintenance agreement between the CRD and the landowner of Lot 26 remains with CRD Real Estate
- the trail through Lot 26 to the park remains closed to avoid trespass at the landowner's request until public access is re-established over the statutory right-of-way (SRW)
- the landowner of Lot 177 has been contacted but has not confirmed a date for a site visit to discuss the planned SRW work

Kemp Lake Fishing Dock

- the Community Works Fund (CWF) application has been deemed an eligible project by UBCM
- submission of required supporting documents for the CWF application are underway
- the project is noted on the Capital Plan for 2022

Community Parks and Recreation Strategic Plan Update

- the web portal for the survey closed on April 24, 2022
- the last report from the consultant indicated that approximately 240 responses have been received which is considered a good response based on population size
- the consultant will be attending the May meeting in-person to report the results of the survey
- a joint electronic meeting with Sc'ianew First Nation (Becher Bay) was held with Regional Parks to discuss the two strategic plan processes
- the contractor will be attending a joint meeting with T'Sou-ke First Nation in May
- a response from Pacheedaht First Nation regarding interest in a meeting is pending

Coppermine Park CWF Application

- project start date yet to be determined
- a member of the public has relayed support for not reinstalling the court boards
- the initial plan was to have the parks crew refurbish and reinstall the court boards, which would take approximately ten days to complete

Comment was forwarded from the Commission supporting not reinstalling the court boards, noting the site is visually more appealing without the boards and that pucks cannot pass through the court fencing.

Butler Road Park

- seedlings have been delivered to the project proponent and revegetation plans have commenced
- plans include a planting party
- project signage to be approved before installation
- there has been no update on moving the bus stop location
- it is anticipated that split rail will be considered next year
- volunteers recognize that the project will be completed in phases
- a donation of a temporary picnic table has been received, which would need to be replaced to meet park standards

Recreation Program Support

In accordance with the Commission's recreation funding guidelines, a total of \$800 has been allocated to support to support the Juan de Fuca Community Trails Society's monthly guided hike.

Contract Signings (as of April 6, 2022)

- 2 year maintenance agreement for Coppermine Park
- paving for tennis court resurfacing Coppermine Park
- coating, equipment for tennis court project Coppermine Park

Don Closson responded to a question from the Commission confirming that the current maintenance contract for Coppermine is limited to specific works between May – October. In-house maintenance can be reviewed at contract conclusion.

Auxiliary Staffing

Staff have been hired for a 5 month period starting April 30 to September 28, 2022. Welcome Chris Hart as the Park Worker 5 and Wes Huddleston as the Park Worker 2.

7. New Business

a) CRD Invasive Species Program

Don Closson spoke to the program, noting that invasive species management has moved to the forefront of land and parks management due to impact on native plant species. Photos of Knotweed, Policeman's Helmut, Poison Hemlock, Yellow Flag Iris, Laurel Leaved Daphne and Shiny Geranium were highlighted. Don Closson spoke to the park locations where the species have been found and to the most effective treatment measures.

Don Closson responded to questions from the Commission confirming that:

- one of the regular duties of the parks crew is to identify and report found species of concern
- a field visit can be arranged with the Commission to overview invasive species identification
- an annual presentation can be scheduled, should the Commission wish to have annual updates

Comment from the Commission indicated that the Juan de Fuca Community Trails Society may be interested in assisting with invasive species removal.

8. Unfinished Business

a) Community Parks Strategic Plan Update

Discussed under Staff News.

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

Discussed under Staff News.

9. Motion to Close the Meeting

MOVED by Commissioner Sloan, **SECONDED** by Commissioner Braunschweig that the meeting be closed in accordance with the *Community Charter*, Part 4, Division 3, Section 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

CARRIED

The closed meeting commenced at 4:13 pm.

10. Rise and Report

The Commission rose from the closed meeting at 5:02 pm and reported on the following:

That the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission rise and report that it authorizes limited public discussion regarding the Commission seeking to purchase 58 acres in Otter Point for community park and that it authorizes the Juan de Fuca Community Trails Society to seek donations.

11. Next Meeting

May 24, 2022

12. Adjournment

The meeting adjourned at 5:03 pm.

Sid Jorna, Chair

Wendy Miller, Recorder