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**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, September 27, 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
ABSENT: Director M. Hicks
PUBLIC: 0

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

1. Approval of the Agenda

MOVED by Commissioner Gaston, **SECONDED** by Commissioner McKay that the agenda be approved, as amended to add receipt of correspondence regarding Lot 6, Owl's Nest Place. **CARRIED**

2. Adoption of the Minutes of June 28, 2022

MOVED by Commissioner Braunschweig, **SECONDED** by Commissioner Sloan that the minutes from the meeting of June 28, 2022 be adopted. **CARRIED**

3. Chair's Report

The Chair extended a thank you to staff, the Commission, the CRD and the public at large for its successful endeavour in acquiring the Admiral's Forest.

4. Director's Report

No report.

5. Commissioner Reports

East Sooke – Coppermine Park Tennis Court

A Commissioner relayed that positive comments have been received from the public regarding the completed improvements, including removal of the court boards. It was reported that the improvements have resulted in greater park use. It was further reported that a request for a Community Works Fund (CWF) grant has been submitted to support playground upgrades.

East Sooke – Coppermine Park Fire

A Commissioner reported that a fire recently occurred in the park and was promptly addressed when a resident contacted the fire department. It was advised that the in ground sprinkling established in 1985 is no longer functioning. It was questioned if sprinkling should be considered due to increased fire risk associated with climate change.

The Chair asked that staff report back on the feasibility of sprinkling at a future meeting.

East Sooke – Seagirt Ponds

A Commissioner extended positive comment regarding the recent work done at Seagirt Ponds.

Shirley – Sheringham Point Trail

A Commissioner reported that the trail saw high visitation over the summer and that complaints were received regarding the condition of the portable toilet.

Don Closson reported that the portable toilet is to be cleaned weekly. A report of length of time between servicing would be appreciated.

6. Staff Reports

a) Staff News

Carpenter Road Dam Remediation/Safety Report

- further to the notice of dam decommissioning sent to adjacent property owners, an on-site meeting was held with local residents on July 11, 2022 with the engineer and biologist in attendance
- the engineer and biologist explained the long term benefits to the local wetland area and mitigated public safety concerns
- the Province provided the order to allow for the partial decommissioning to proceed on July 28, 2022
- the machinery portion of the project began on August 22, 2022 and was completed on August 26, 2022
- revegetation planting is planned to be completed by the end of September or as soon as there is sufficient ground moisture, with finishing split rail to follow

Don Closson highlighted photos of the decommissioning and revegetation works, advising that positive comment has been received from the public. Staff will follow up regarding a Commission site visit.

Seagirt Ponds Community Park

Don Closson highlighted photos showing the completed boardwalk, trail improvement and bench pad. It was reported that additional cedar trees have been planted and caged on the unauthorized trail location and that benthic fabric has been purchased and that ground work to address Yellow Flag Iris will be scheduled in 2023.

Don Closson responded to a question from the Commission advising that Seagirt Ponds Community Park is not amenable to wheelchair access noting that the preexisting network is a natural earthen trail.

Priest Cabin Access

- the CWF application to complete the trail construction and connection to the Matterhorn has been deemed eligible for funding
- work is scheduled for 2023 and will be completed by tree service contractors

Kemp Lake Fishing Dock – Chubb Road Location

- a site visit was held with the Ministry of Transportation and Infrastructure on August 24, 2022 as part of the License of Occupation process
- the Ministry appears to support the site and a parking scheme has been submitted

Don Closson responded to a question from the Commission advising that the strategic plan survey responses indicating strong support for access to water will be used as part of the public consultation component of the project. Don Closson further advised that comment from the closest adjacent property supports installation of a portable toilet and garbage and preserving existing vegetation.

Community Parks Strategic Plan Update

- the consultant presented the preliminary draft Strategic Plan at a special meeting of the Commission on September 14, 2022
- First Nation consultation continues
- updated draft reflecting the Commission's comments anticipated to be published to the CRD website in October

Coppermine Park CWF Application

Don Closson highlighted photos of the completed tennis court resurfacing project. It was advised that the salvaged boards were given to CRD Regional Parks (50%) and CRD JdF Emergency Program (50%). It was further advised that signage will be posted in response to inappropriate use to state that dogs are not allowed in the court.

Coppermine Park Playground Replacement CWF Application

Further to Commissioner Reports, Don Closson confirmed that a CWF application has been submitted to fund replacement of the playground equipment.

Butler Road Park

The Commission forwarded positive comment regarding the report of the local volunteer engagement workshop held on August 31, 2022.

The Park – Port Renfrew

- a CWF application for \$150,000 has been submitted to support playground equipment
- a CWF request to fund a trail with associated parking improvements has been received for Lot 64
- a letter will be sent to adjacent property owners encroaching onto Lot 64 as part of the project

Admiral's Forest

- signage will be posted to curtail trespass until an access has been established
- a CWF application has been initiated to support a signage plan and to enhance the existing trail network
- long-term development will focus on access management and parking
- a Commission site visit can be arranged in the spring

Wieland Road Trail Project

- CWF in the amount of \$50,000 has been approved
- funding will support development of a construction plan for the trail location, culverts, bridges, signage, access points and surfacing material

Sheringham Point Trail

- a photo of culvert work done to address exposed culverts was highlighted

7. Correspondence

a) Lot 6, Owl's Nest Place

The Chair reported that an email from the Senior Manager, Juan de Fuca Local Area Services, was circulated to the membership on September 22, 2022 in response to the letter sent by the Commission on July 5, 2022 regarding a soil deposit and possible negative impacts to Seagirt Ponds Community Park.

MOVED by Commissioner McAndrews, **SECONDED** by Commissioner Braunschweig that email submission of the letter be accepted.

CARRIED

The Chair reported that the September 22, 2022 letter confirms that owner has submitted a soil permit application and a soil deposit plan prepared by a geotechnical engineer and that the CRD will require a post-construction report from the geotechnical engineer upon completion of soil deposit activity confirming that the deposit meets the conditions of the permit and the bylaw.

The Chair responded to a question from the membership confirming that the September 22, 2022 letter is a public document.

8. Unfinished Business

a) Community Parks Strategic Plan Update

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

Item struck from the agenda as the work is now identified as a CWF project.

9. Next Meeting

October 25, 2022

10. Adjournment

At this time, the Chair acknowledged the appreciation certificates issued by the CRD Board Chair.

The meeting adjourned at 4:19 pm.

Sid Jorna, Chair

Wendy Miller, Recorder