

**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, November 29, 2022, at the Juan de Fuca Local Area Services Building,
3 – 7450 Butler Road, Otter Point, BC**

PRESENT: V. Braunschweig (Vice Chair), B. Croteau (EP), J. Gaston, S. McAndrews,
S. McKay, P. Sloan, Director A. Wickheim
Staff: D. Closson, Manager, Juan de Fuca Community Parks and Recreation;
W. Miller, Recorder
ABSENT: S. Jorna
PUBLIC: 1 in-person; 2 EP

EP – Electronic Participation

The meeting was called to order at 3:01 pm.

The Vice Chair provided a Territorial Acknowledgement.

1. Approval of the Agenda

MOVED by Commissioner McKay, **SECONDED** by Commissioner McAndrews that the agenda be approved. **CARRIED**

2. Adoption of Minutes from the Meeting of October 25, 2022

MOVED by Commissioner McKay, **SECONDED** by Commissioner Croteau that the minutes from the meeting of October 25, 2022 be adopted. **CARRIED**

3. Chair's Report

The Vice Chair passed along regrets for the Chair.

4. Director's Report

Director Wickheim thanked everyone for travelling in the snow to attend the meeting and advised that he has been in contact with the RCMP regarding an abandoned trailer near Fishboat Bay Park. The RCMP and the Ministry of Transportation and Infrastructure will address the trailer.

Director Wickheim introduced Cyndy Lacroix, the member at large, sitting in the Malahat position starting 2023.

5. Commissioner Reports

East Sooke – Coppermine Park

A Commissioner reported that a number of trees fell during the last round of storms, causing damage to the fence and playground equipment. A report of dog feces in the court area was received.

Don Closson reported that the downed trees at Coppermine were addressed today. It was further reported that he also received the report of dog feces and advised that signage has been posted to state that dogs are not allowed in the court.

East Sooke – Seagirt Ponds

A Commissioner reported that the Seagirt Ponds Preservation Society will be holding its annual general meeting on December 2. The requirement to complete and submit CRD Volunteer Insurance Application Forms will be presented at that meeting. It was further reported that two Society members spent approximately four hours removing holly. A larger work party is not scheduled at this time.

Shirley – Sheringham Point Trails

A Commissioner reported that a number of trees fell during the last round of storms.

Don Closson confirmed that the trail system has been inspected and that there are no trees fully obstructing the trails.

6. Staff Reports

a) Staff News

Don Closson provided an overview of the report. Discussion ensued regarding the following items:

Carpenter Road Dam Remediation/Safety Report

- the report required to close the project with the Dam Safety Officer, which states that all orders and planned activities have been satisfied, has been received and forwarded to the Province

Priest Cabin Access

- the Community Works Fund (CWF) grant for \$50,000 to complete the trail construction has been approved
- the funds will be available in March 2023
- more formal signage will be installed once funds are available

Kemp Lake Fishing Dock – Chubb Road Location

- notification has been received that the documents for the License of Occupation will be received shortly
- a Water License can be pursued once the License of Occupation is in place
- a request for a quote for three additional dock pieces and a gang plank has been submitted
- a contractor will address the full removal of the dock identified for disposal at the Chubb Road location
- the wood from the existing dock is not deemed salvageable for construction or firewood
- the strategic plan survey responses indicating strong support for access to water will be used for the public consultation component of the project
- the closest adjacent property has indicated support for the project

Coppermine Park

- CWF funding to replace the playground equipment was approved on October 28, 2022
- the funds will be available in March 2023
- the toys that had been left at the playground have now been removed
- playground concepts yet to be received for presentation to the Commission
- water usage bill received following testing of the irrigation valves
- staff to report back on the viability of restarting the irrigation system

Butler Road Park

- the local residents group working on this project has been advised that wood chips are no longer being received at this time
- sign designs have been discussed with the local residents group
- the local residents group will contact BC Transit directly regarding moving the bus stop
- a registered biologist has been contacted regarding completing an environmental assessment
- a large soil deposit is not anticipated for this project

The Park – Port Renfrew

- some of the existing playground equipment will be retained
- equipment disposal needs to adhere to the requirements outlined in the CRD Procurement Policy

Admiral's Forest

- CWF project approved November 1, 2022
- an adjacent Crown parcel currently provides informal access to the park
- formal access to be established over time

Wieland Road Trail Project

- survey of the existing Wieland Road allowance started November 3, 2022
- a registered biologist has been contacted regarding riparian assessment requirements
- trail survey to be provided to the Commission at a future meeting

Subdivision Referral SU000687 (17110 Parkinson Road)

- the application for a 6-lot bareland strata subdivision for Lot A, Section 97, Renfrew District, Plan EPP71912, for which cash-in-lieu would have been received, was cancelled by the applicant on November 21, 2022

7. New Business

a) Stakeholder Feedback – Draft Community Parks and Recreation Strategic Plan

Don Closson spoke to the feedback summary as provided by Schwartz Consulting Ltd. reporting that:

- one change has been made to the draft to remove reference to establishing a trail throughout the length of First Creek Park due to slope deterioration
- public feedback will be incorporated or appended to the plan
- public feedback indicates strong support for the plan overall
- staff is scheduled to meet with Pacheedaht First Nation and Regional Parks in the next two weeks to discuss the two strategic plan updates
- the Community Parks and Recreation Strategic Plan may be presented for approval as early as the January meeting

Don Closson responded to questions from the Commission regarding the feedback received from the public advocating for mountain bike trails advising that:

- Juan de Fuca Community Parks and Recreation does not have a mountain park policy or program
- community parks generally consist of smaller tracks of land developed for local, multipurpose use
- Regional Parks has a mountain bike program

- there would be opportunity to comment on recreational considerations in the Rural Resource Lands, should a development application be referred to the Commission
- recreational user groups are able to address the Commission by submitting a delegation request

8. Unfinished Business

a) Community Parks Strategic Plan Update

Discussed under New Business.

9. Next Meeting

January 24, 2023

10. Adjournment

At this time, Director Wickheim advised that he has had preliminary discussions with senior staff regarding opportunity to locate a community hall at Elrose Park.

The Vice Chair requested that this discussion be added as an agenda item at a future meeting, should the initiative proceed.

The meeting adjourned at 4:19 pm.

Valerie Braunschweig, Vice Chair

Wendy Miller, Recorder