

JUAN DE FUCA ELECTORAL AREA PARKS AND RECREATION ADVISORY COMMISSION

Notice of Meeting on Tuesday, **October 24, 2023, at 3 pm**

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

AGENDA

1. Territorial Acknowledgement
2. Approval of Agenda
3. Adoption of Meeting Minutes of September 26, 2023
4. Chair's Report
5. Director's Report
6. Commissioner Reports
7. Delegation – Juan de Fuca Community Planning
 - a) Subdivision Application - Lot 93 Renfrew District, Except Plans 23812 And EPP93405 (11000 Block West Coast Road)
8. Staff Report
 - a) Staff News
9. New Business
 - a) Park Information – CRD Website
10. Next Meeting: November 28, 2023
11. Adjournment



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**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, September 26, 2023, at the Juan de Fuca Local Area Services Building,
3 – 7450 Butler Road, Otter Point, BC**

PRESENT: S. Jorna (Chair), C. Lacroix (EP), S. McAndrews (EP), S. McKay, P. Sloan (EP),
Director A. Wickheim
Staff: D. Closson, Manager, Juan de Fuca Community Parks and Recreation;
D. Lucas, Planner; W. Miller, Recorder
ABSENT: V. Braunschweig
PUBLIC: 0

EP – Electronic Participation

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

1. Territorial Acknowledgement

The Chair provided a Territorial Acknowledgement.

2. Approval of the Agenda

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

3. Adoption of Minutes from the Meeting of June 27, 2023

MOVED by Commissioner Sloan, **SECONDED** by Commissioner McKay that the minutes from the meeting of June 27, 2023, be adopted. **CARRIED**

4. Chair's Report

The Chair welcomed the membership back from summer adjournment and reported that he would be making comment under New Business regarding programming at Admiral's Forest.

5. Director's Report

The Director reported that he visited numerous community parks over the summer, forwarding positive comments regarding the improvements made to those parks by community volunteers and staff. The Director stated support for continuing to improve park user experiences.

6. Commissioner Reports

East Sooke – Seagirt Ponds

Seagirt Ponds Preservation Society is interested in addressing invasive species during the winter months. It is anticipated that some of the native plants provided by the Park Program may not survive.

7. Delegation – Juan de Fuca Community Planning

a) BC Active Transportation Network Plan Grant

Darren Lucas spoke to the staff memo to the Commission regarding the CRD's intention to submit an application to the British Columbia Active Transportation Infrastructure Grants Program to fund the development of an Active Transportation Network Plan (ATNP). Noting that an ATNP works towards improving active transportation opportunities and public safety within the communities of the Juan de Fuca Electoral Area, including those in proximity of West Coast Road, identified as the Highway 14 corridor. Attention was directed to the completed application form, maps, and guiding local Official Community Plans and Community Parks and Recreation Strategic Plan policies as included in the staff memo.

Commission support was forwarded for making application as an ATNP supports the policy statements of the local Official Community Plans and the Community Parks and Recreation Strategic Plan which encourage greater transportation options, safer transportation routes and opportunities for park and trail connectivity.

MOVED by Commissioner Jorna, **SECONDED** by Commissioner McKay that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission supports making an application to the British Columbia Active Transportation Infrastructure Grants Program.

CARRIED

8. Staff Reports

a) Staff News

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

Priest Cabin Park

- Sooke Backhoe Services Ltd. is the successful contractor for trail construction
- photos of improvements made to the northern statutory right-of-way will be presented next month

Kemp Lake Fishing Dock – Chubb Road Location

- photos of completed upland improvements highlighted
- Section 11 to authorize works in or about a stream (lake) has been approved by the Ministry of Environment
- dock install can proceed once a Water License is received

Copper Mine Park Playground Equipment

- remaining project work includes grass seeding
- grass seeding to be done this week

Butler Road Park Improvement Project

- the Chair and the Director attended a site visit with the volunteer project coordinator prior to the meeting start
- photos of improvements highlighted

The Park - Port Renfrew

- sand applied to fill in low spots
- portable toilet ordered
- it is anticipated that staff will be able to provide maintenance services in the off-season

Fishboat Bay

- photos of completed improvements highlighted

At this time, the Director introduced support for installing a ramp with viewing area and binoculars at the trail head as a means of increasing park accessibility.

Don Closson reported that the proposed project will be returned to the Commission at a future meeting.

Admiral's Forest

- photos of completed improvements and trail signage highlighted
- a contractor will address recent tree windfall on Thursday

Wieland Road Trail Project

- project cannot commence until a License of Occupation is in place for the full length of the Wieland Road

9. New Business

a) 2024 Provisional Budget Review

Don Closson directed attention to the Community Parks (405) and Community Recreation (408) budgets and to the 5-year capital plan as included in the agenda package. It was reported that the Director has requested an ongoing increase to support portable toilet rental costs and that vehicle replacement has been identified for 2024.

MOVED by Commissioner Jorna, **SECONDED** by Director Wickheim that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission recommends approval of the Community Parks budget and the Community Recreation budget, as presented.

CARRIED

b) Copper Mine Pump Station – East Sooke

Don Closson reported that the pump station held by CRD Integrated Water Services, located at East Sooke and Copper Roads, is scheduled to be upgraded. The pump station construction site was highlighted. It is anticipated that some ground disturbance at the park will be required to accommodate construction.

Commission comment was forwarded stating that it is understood that the degree of park disturbance will be minimal, and that staff will work with Integrated Water Services to determine if install of a park gate could be incorporated into the project and to ensure that ground disturbance is remediated.

MOVED by Commissioner Jorna, **SECONDED** by Director Wickheim that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission supports the proposed pump station project located adjacent to Copper Mine Park.

CARRIED

c) Craft Class Proposal – East Sooke

Don Closson provided information on the request received for funding support to offer craft classes in East Sooke. The Commission's Recreation Funding Guidelines provides the criteria for contract funding. As the classes would be offered through an agreement over a specified trial period, the proposal is presented to the Commission for approval.

MOVED by Commissioner Sloan, **SECONDED** by Commissioner Lacroix that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission supports the request for funding to offer craft classes in East Sooke.

CARRIED

d) Instructional/Education Program Proposal – Admiral's Forest

The Chair relayed interest received from the Juan de Fuca Community Trails Society regarding programming at Admiral's Forest.

MOVED by Commissioner McKay, **SECONDED** by Director Wickheim that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission supports, in principle, a conservation program offered by the Juan de Fuca Community Trails Society at Admiral's Forest which may include work parties, educational programs and ambassadors, upon Commission approval.

CARRIED

10. Next Meeting

October 24, 2023

11. Adjournment

The meeting adjourned at 5:14 pm.

Sid Jorna, Chair

Wendy Miller, Recorder

Memorandum

TO: Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
FROM: Darren Lucas, Planner - JdF Community Planning
Don Closson, Manager - JdF Community Parks and Recreation
DATE: October 24, 2023 **FILE:** SU000739
SUBJECT: **Provision of park land pursuant to Section 510 of the Local Government Act for a proposed 25-lot bare land strata subdivision for Lot 93 Renfrew District, Except Plans 23812 And EPP93405; PID: 008-694-958**

The Community Planning department received a referral from the Ministry of Transportation and Infrastructure (MoTI) for a proposed 25-lot bare land strata subdivision application (Appendix A). The proposed subdivision will require provision of park land pursuant to Section 510 of the *Local Government Act (LGA)*.

The 105.86 ha subject property is located on the western end of the Shirley community (Appendix B), and zoned Forestry (AF) under the Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040. The parcel is accessed from West Coast Road (Highway 14 corridor). The commission has previously expressed support for a grant application to develop an Active Transportation Network Plan that would focus on public safety and connectivity for lands within proximity to the Highway 14 corridor.

The applicant proposes to satisfy Section 510 of the *LGA*, by providing cash-in-lieu payment valued at 5% of the land being subdivided (Appendix C). The *LGA* stipulates that this 5% payment be calculated by average market value appraisal once a proposed subdivision has received preliminary approval. In the absence of an appraisal, the BC Assessment Authority values the land at \$633,000.00 for 2023, where a 5% payment could be \$31,650.00. Otherwise, 5% of the 105.86 hectare subject property is approximately 5.3 hectares.

Please review the application and advise Juan de Fuca Community Planning of the Commission's recommendation, so that it may be forwarded to the Land Use Committee and CRD Board for consideration.

The following information is provided to aid you in reviewing the subdivision proposal:

Proposed # of Lots:	25 Bare Land Strata Lots and Common Property
Services:	Within the Shirley Fire Protection Service Area
Land Area:	105.86 hectares
5% of Land Area:	5.29 hectares
2023 Assessed Land Value:	\$633,000.00
5% of Assessed Land Value:	\$31,650.00
Bylaw:	2040
Zoning:	Forestry Zone - AF
Zone Min. Lot Size:	4 hectares

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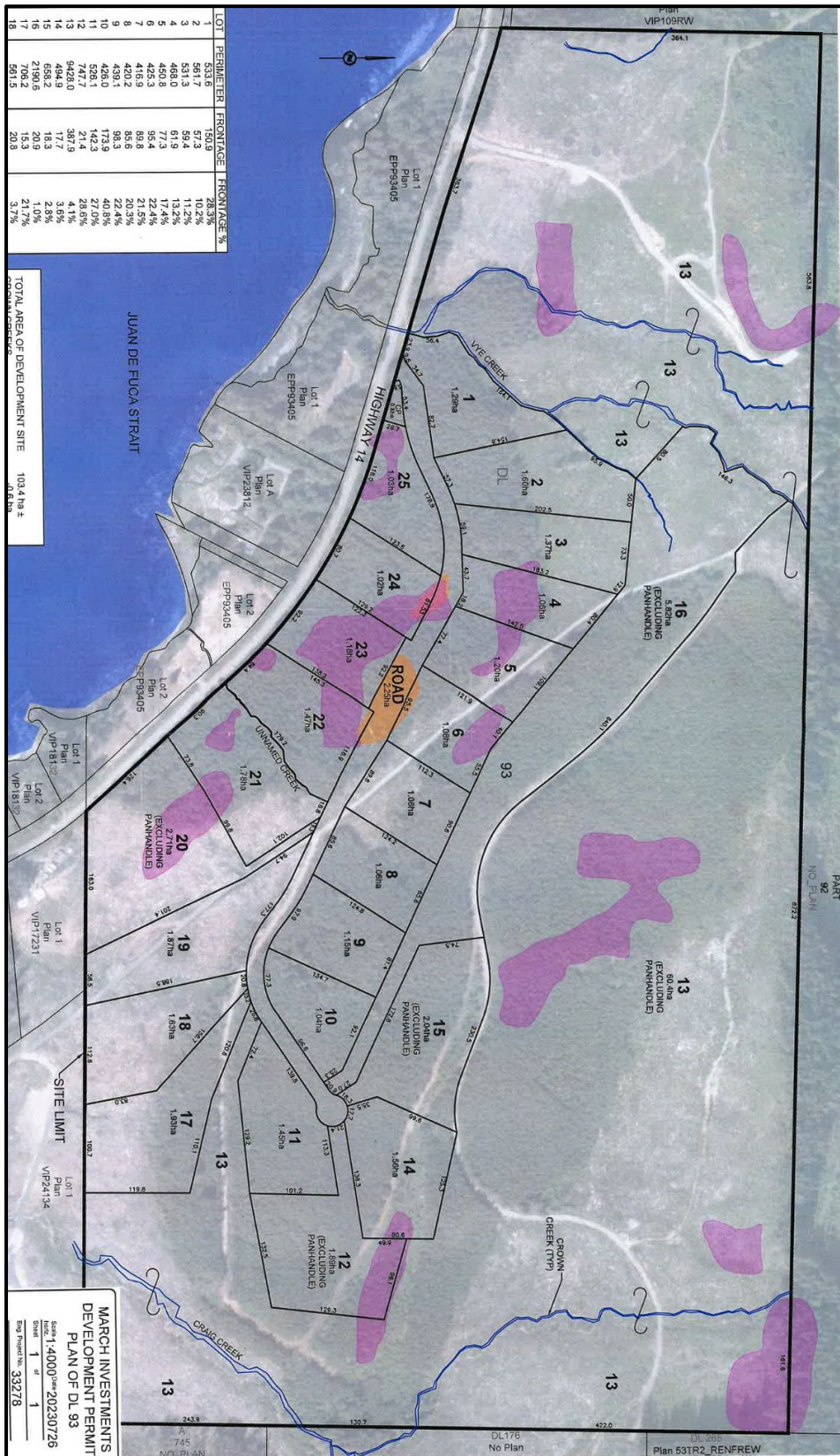
OCP: Shirley – Jordan River OCP
Land Use Designation: Costal Upland
Development Permit Areas: Steep Slopes, Sensitive Ecosystems, and Riparian

OCP Policies for Parks and Trails: (See Appendix D)

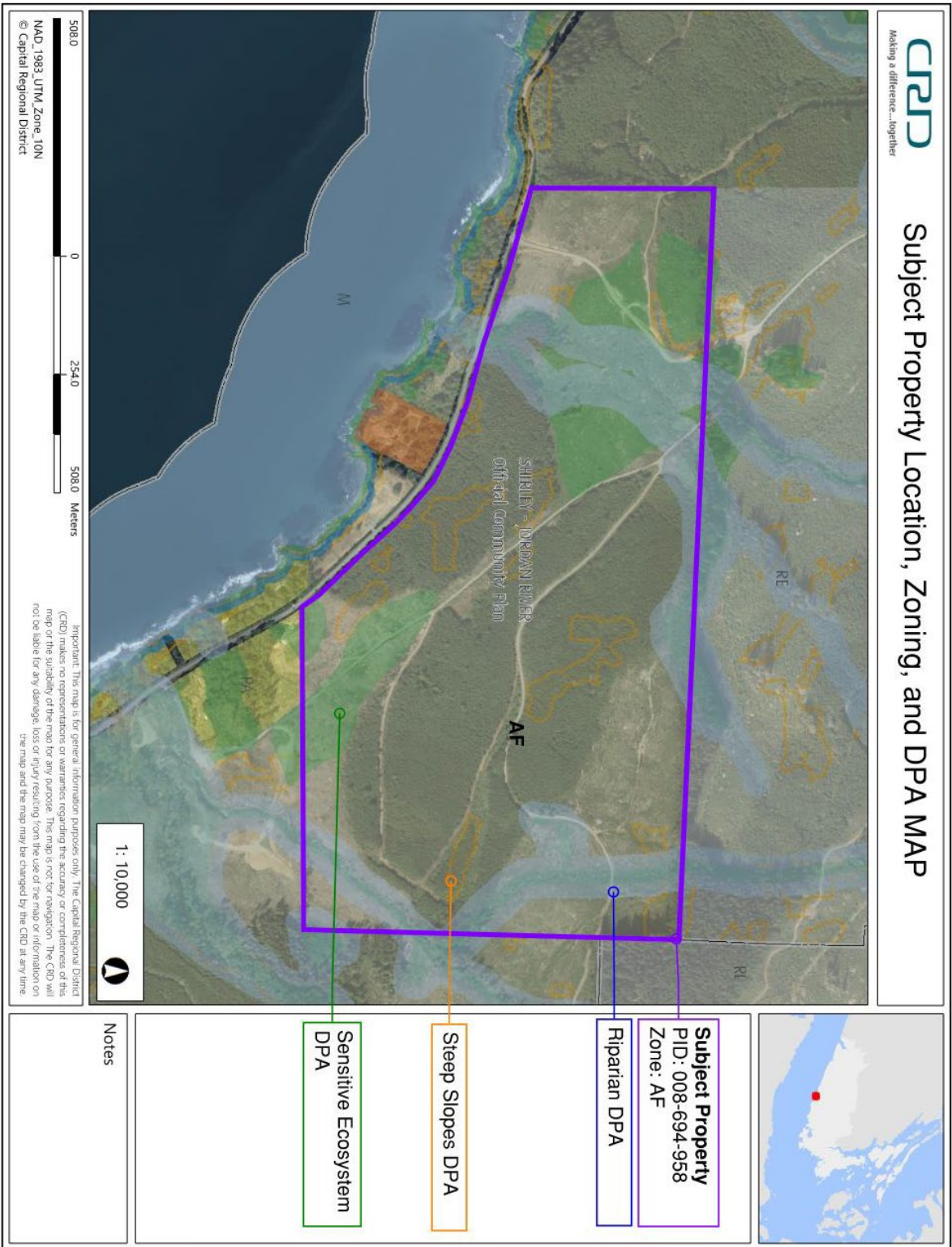
ATTACHMENTS:

- Appendix A: Plan of Subdivision
- Appendix B: Subject Property Map
- Appendix C: Section 510 of the *Local Government Act*
- Appendix D: Applicable Shirley – Jordan River OCP Policies

Appendix A: Plan of Subdivision



Appendix B: Subject Property Map



Requirement for provision of park land or payment for parks purposes

510 (1) Subject to this section and section 516 (3) (h) and (4) [*phased development agreement rules*], an owner of land being subdivided must, at the owner's option,

(a) provide, without compensation, park land of an amount and in a location acceptable to the local government, or

(b) pay to the municipality or regional district an amount that equals the market value of the land that may be required for park land purposes under this section as determined under subsection (6) of this section.

(2) Despite subsection (1),

(a) if a regional district does not provide a community parks service, the option under subsection (1) (b) does not apply and the owner must provide land in accordance with subsection (1) (a), and

(b) subject to paragraph (a), if an official community plan contains policies and designations respecting the location and type of future parks, the local government may determine whether the owner must provide land under subsection (1) (a) or money under subsection (1) (b).

(3) Subsection (1) does not apply to the following:

(a) subject to subsection (4), a subdivision by which fewer than 3 additional lots would be created;

(b) a subdivision by which the smallest lot being created is larger than 2 hectares;

(c) a consolidation of existing parcels.

(4) Subsection (1) does apply to a subdivision by which fewer than 3 additional lots would be created if the parcel proposed to be subdivided was itself created by subdivision within the past 5 years.

(5) The amount of land that may be required under subsection (1) (a) or used for establishing the amount that may be paid under subsection (1) (b) must not exceed 5% of the land being proposed for subdivision.

(6) If an owner is to pay money under subsection (1) (b), the value of the land is whichever of the following is applicable:

(a) if the local government and the owner agree on a value for the land, the value on which they have agreed;

(b) the average market value of all the land in the proposed subdivision calculated

(i) as that value would be on the date of preliminary approval of the subdivision or, if no preliminary approval is given, a date within 90 days before the final approval of the subdivision,

(ii) as though the land is zoned to permit the proposed use, and

- (iii) as though any works and services necessary to the subdivision have not been installed.
- (7) If an owner and a local government do not agree on the average market value for the purpose of subsection (6), it must be determined in the manner prescribed in the regulations that the minister may make for this purpose.
- (8) If an area of land has been used to calculate the amount of land or money provided or paid under this section, that area must not be taken into account for a subsequent entitlement under subsection (1) in respect of any future subdivision of the land.
- (9) Subject to subsection (11), the land or payment required under subsection (1) must be provided or paid to a municipality or regional district as follows
 - (a) subject to paragraph (b), before final approval of the subdivision is given;
 - (b) if the owner and the local government enter into an agreement that the land or payment be provided or paid by a date specified in the agreement, after final approval of the subdivision has been given.
- (10) Notice of an agreement under subsection (9) (b) must be filed with the registrar of land titles in the same manner as a notice of a permit may be filed and section 503 *notice of permit on land title* applies.
- (11) Despite subsection (9), the minister may, by regulation,
 - (a) authorize the payment that may be required by this section to be made by instalments, and
 - (b) prescribe the conditions under which instalments may be paid.
- (12) If land is provided for park land under this section, the land must be shown as park on the plan of subdivision.
- (13) Section 107 [*deposit in land title office operates to dedicate and vest park land*] of the *Land Title Act* applies to park land referred to in subsection (12), except that,
 - (a) in the case of land within a municipality, title vests in the municipality, and
 - (b) in the case of land outside a municipality, title vests in the regional district if it provides a community parks service.
- (14) If an owner pays money for park land under this section, the municipality or regional district must deposit this in a reserve fund established for the purpose of acquiring park lands.

Appendix D: Applicable Shirley – Jordan River OCP Policies

430 Parks and Trails

431 Goals for Parks and Trails

- A. Build a healthy park system that offers broad educational and recreational opportunities and that protects sensitive ecosystems, wildlife habitat and natural features.
- B. Provide a safe and well-used network of trails connecting parks, neighbourhoods and services.
- C. Provide safe access to the water front for the general public to enjoy low-impact recreational activities such as beach combing.
- D. Retain undeveloped water front accesses on public roads as undeveloped green space.

432 Broad Objectives for Parks and Trails

- A. Support government programs and funding that allow the CRD and community organizations to develop and improve parks and trails in Shirley and Jordan River.
- B. Collaborate with community organizations and other levels of government, where possible, in the development of parks and trails in the Plan area.
- C. Encourage consultation by the MOTI with JdFEA Parks and Recreation Advisory Commission and CRD Planning staff in the administration of Section 75 of the *Land Titles Act* through implementation of the 2006 Public Accesses to Water Memorandum of Agreement between MoTI and CRD.

433 Objectives for Parks and Trails

- A. Support initiatives in parks for public awareness and education.
- B. Encourage the participation by residents, interested organizations and societies in the restoration and enhancement of habitat in parks and the development of trails.
- C. Carefully consider trail development in environmentally sensitive and hazardous areas, and to minimize wildlife encounters.
- D. Plan for the connectivity of parks, open space and trails to enhance biodiversity.
- E. Develop a trail system that encourages the use of alternative transportation and promotes community health and well-being.
- F. Develop linkages between Shirley and Jordan River and the regional trail network.
- G. Recognize the primary purpose of a SPEA is to support the ecological function of fish habitat.
- H. Accept cash-in-lieu at the time of *subdivision* instead of park land dedication only when dedication would result in the acquisition of inappropriately small parks or lands not suitable for park.
- I. Support the acquisition of park land in accordance with the goals and objectives of the both the Regional Parks Strategic Plan and the Juan de Fuca CPSP.
- J. Collaborate with adjacent jurisdictions and appropriate authorities on matters related to parks and trails.
- K. Provide a number of access points to the water front to allow low impact recreational activities and access to beaches.
- L. Retain all existing water accesses.

434 Policies for Parks and Trails

GENERAL

- A. Interpretative and educational programs and activities for the public in the parks are supported.
- B. Habitat restoration of community parks is supported through short-term projects or stewardship agreements.
- C. Partnerships to construct trails that include local volunteers are supported.

LOCATION AND TYPE OF FUTURE PARKS INCLUDING TRAILS

- D. SPEAs that are part of a development proposal will be protected by methods other than park dedication.
- E. The provision of trails accesses in SPEAs as a condition of development is not supported.
- F. While trails in a SPEA are not supported, public trail accesses may be sited in a DPA designated for environmental sensitivities or hazardous conditions subject to a determination by a *QEP* that the trail will not have a detrimental impact on an environmentally sensitive area and a report by a *QP* regarding the nature and risk of the hazard.

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- G. The preferred methods for acquiring park land and trails are: as a condition of a rezoning, as an amenity contribution, as dedication at time of *subdivision*, as a bequest or donation, or the purchase of land.
- H. Environmentally sensitive areas and sensitive habitats, as part of the broader ecosystem, may be acquired as natural park land.
- I. Acquisition of park land to protect or create wildlife corridors is supported.
- J. Acquisition of park land to buffer and provide continuity to environmentally sensitive ecosystems and areas will be considered.
- K. Wherever possible, acquisition of park land will take into consideration opportunities to protect historical features, archaeological features as Special Preservation Areas.
- L. Other than park land for Special Preservation Areas, emphasis will be given to acquiring lands that can afford a range of appropriate and unstructured physical activities and recreational experiences, in particular, activities for youth such as biking and outdoor sports.
- M. Acquire lands adjacent to Muir Creek to protect its sensitive ecosystems, fossil beds and gain public access to the water front.
- N. Expand the trail network throughout the Shirley – Jordan River Plan area for non-motorized use and improve connections between regional parks and trails with the emphasis on securing:
 - i. Legal access to Priest Cabin Park;
 - ii. A connection between Tieulie Place and the Matterhorn Trail;
 - iii. Trails with a focus on allowing youth to walk or cycle to school bus stops;
 - iv. A connection between the Invermuir neighbourhood to the Shirley Community Hall with access to the beach at the mouth of Kirby Creek;
 - v. A connection between the eastern terminus of the Juan de Fuca Marine Trail, the Jordan River hamlet and Sandcut Creek;
 - vi. A connection between the Galloping Goose and the Juan de Fuca Marine Trail; and
 - vii. Connections with any new east-west corridors along the San Juan Ridge to the communities of Jordan River and Shirley.
 - viii. A connection through the land owned by BC Hydro in Jordan River.
- O. In addition to using the road right-of-way for the development of multi-use trails, the acquisition of new park land for this purpose is supported when there are constraints such as steep terrain within the road right-of-way.
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- I. Acquisition of park land to protect or create wildlife corridors is supported.
- J. Acquisition of park land to buffer and provide continuity to environmentally sensitive ecosystems and areas will be considered.
- K. Wherever possible, acquisition of park land will take into consideration opportunities to protect historical features, archaeological features as Special Preservation Areas.
- L. Other than park land for Special Preservation Areas, emphasis will be given to acquiring lands that can afford a range of appropriate and unstructured physical activities and recreational experiences, in particular, activities for youth such as biking and outdoor sports.
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- O. In addition to using the road right-of-way for the development of multi-use trails, the acquisition of new park land for this purpose is supported when there are constraints such as steep terrain within the road right-of-way.

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WATER FRONT ACCESS

- P. All existing water front accesses will be retained regardless of whether or not they are developed or will not be developed.
- Q. Only appropriately selected accesses will be considered for development for public use.
- R. Respect the privacy of adjacent land owners and potential parking issues for the neighbourhood when considering the development of water front accesses.



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**STAFF REPORT TO THE
JUAN DE FUCA ELECTORAL AREA PARKS AND RECREATION ADVISORY COMMISSION
MEETING OF TUESDAY, OCTOBER 24, 2023**

SUBJECT: Staff News

ISSUE: Information

Priest Cabin

The access trail is open for public use under a 3-year agreement with the landowner.

- The tree cutting was done by Elevated Tree Services and was completed by the end of June.
- The trail construction work has been tendered with a viewing that took place on August 29 with quotes due September 14, 2023.
- Trail construction work was awarded to Sooke Backhoe Services and the on-site activity was completed September 27, 2023.
- Trail construction is on the northern statutory right-of-way (SRW) portion only. The project included:
 - clearing of brush and downed material with a small excavator
 - bank removal to allow for gradual slope to the road connection
 - organic removal with landscape cloth for a 4 foot wide trail
 - 3 inches of ¾" crush then 3 inches of screenings for trail surface
- Other existing connecting trails are built to a backcountry standard.
- Signage needs will be determined once the trails are complete and distances can be measured.

Kemp Lake Fishing Dock – Chubb Road Location

Work underway and to be done to relocate dock facility at the potential Chubb Road location:

- License of Occupation (LoO) with the Crown – executed LoO received February 22, 2023.
- Water License with the Crown – underway – to be married with the LoO. It appears that issuance of the license is imminent as the Crown has been asking for details for License finalization. Direction has been received to proceed with the Crown Land Staking Notice and newspaper advertisement to meet legal notification requirements.
- A quote for the required additional dock sections and shore ramp was received, but will need to be revised due to the delay in construction timing resulting from the Water License application process. A sole source letter has been approved to use New Wave Docks as the dock system provider.
- Parking enhancement has been completed with gravel, wheel stops, signage, potable toilet and garbage can. The picnic table base was poured on September 06, 2023, with the table to be installed once received.
- Removal of the existing dock will wait on receipt of the Water License.
- A Section 11 notification to authorize works in or about a stream (lake) has been approved by the Ministry of Environment with permission to proceed with dock installation once the Water License has been finalized.

Copper Mine Park

The Copper Mine Playground replacement was successfully installed and opened on July 01, 2023.

On September 27, 2023, grass seeding of the ground disturbed during playground installation was completed.

Fence repairs have been completed resulting from spring windstorm and downed tree.

No further information is available at this time regarding the pump station replacement project being overseen by CRD Integrated Water Services. The request for park improvements as a project amenity is being considered.

Butler Road Park Improvements

Some of the improvements/requirements that have been discussed and underway are:

- Reforestation and or revegetation – started May 2022 – ongoing.
- Riparian report requirements scheduled for spring 2024 for this project.
- Installation of a sign has started. The concrete bases (foundation) for the sign and picnic table were poured on September 06, 2023. A local contractor will be hired to complete the information sign installation. Details have yet to be finalized.
- Cedar split rail fencing will be used to show access options and beautify the area.
- Rock and gravel have been situated in the park to allow for fire breaks and definition of the planted areas.

The Park – Port Renfrew

The playground replacement project was approved by the previous Electoral Area Director in October 2022, and the funds were released March 2023.

As this location is known archeological site, the local First Nation will have to be engaged to assist with decommissioning of old equipment and installation of new equipment. The Manager held an open house with the Electoral Area Director, Pacheedaht First Nation and local residents on August 30, 2023, to review the playground and Lot 64 trail project (see below) and to request their support.

Several concerns were raised by Pacheedaht and local residents regarding the existing equipment and proposed replacement playground during the open house. The open house was well-attended, and several possible improvements were suggested:

- provide additional sand to fill in various low spots - completed
- repair the zip-line track ride as soon as possible - underway
- provide a portable toilet as soon as possible - completed
- continue with general maintenance items such as greasing the equipment, garbage removal and hazard abatement - underway

The Manager has offered to investigate the potential of hiring a local landscape contractor to provide maintenance services in the off-season.

With the assistance of the CRD Archaeology Manager, archaeological work is slated to start on The Park once we have concurrence from the Pacheedaht Nation and a contractor is hired. This will allow for the playground replacement to proceed, hopefully in 2024.

Lot 64 – Port Renfrew

The previous Electoral Area Director had agreed to allocate CWF funds to install a connector trail at Lot 64 near the tennis court. Planned works include:

- A trail that connects the tennis court to the marina trail
- Define the boundaries of Lot 64 with possible fencing
- Removal of debris
- Define the parking lot area at the tennis court

Several concerns were raised by the Pacheedaht Nation and local residents during the community open house. Archeological work is also required to determine the presence, or lack thereof, of culturally sensitive areas within Lot 64. Additional work will need to be done to determine the hydrology of the area and the impacts a trail might have during heavy rain events, which occurs annually according to the local residents.

This project is on hold due to the concerns raised at the open house.

Fishboat Bay

The Manager and Director visited Fishboat Bay Park to discuss the potential for a viewing platform and better access to the beach in October.

A CWF grant will be applied for to complete the work, if supported by the JdFEA Parks and Recreation Advisory Commission at a future meeting.

Admiral's Forest

Work at Admiral's Forest has commenced with the installation of split-rail fencing to define park boundaries and closed trails.

A local tree company was hired to remove down trees from the trail system in a couple locations. This was completed on September 28, 2023.

Mapping has been contracted out to a local GIS company to create signage. The Manager worked with the Commission Chair to ensure that the signage is appropriate and installed in the right locations. Maps are set to be installed over the next couple months. Regulatory and directional signage has been installed in various locations and will continue as time and resources permit.

The Chair has been contacted by a local company which wants to volunteer time and efforts at Admiral's Forest. A list of appropriate projects will be determined. The tentative date for the volunteer work is December 08, 2023.

The Chair is working with the Juan de Fuca Community Trails Society to bring about instructional/educational programs at Admiral's Forest. The Chair will bring forward ideas to the Commission as they are identified and requested.

Wieland Road Trail Project

The Manager has started preparation of the Wieland Road Trail project. This project consists of trail construction from the end of the existing Wieland Road Trail at the Sooke Business Park to Kemp Lake Road. Approximately 2.0 km.

Elements of the project:

- The survey of the existing Wieland Road allowance (unconstructed road dedication) - completed November 28, 2022.
- Local contractor to complete Riparian Report for this project. A final report, along with maps and ground-truthed recommendations has been received.
- This will be a multi-year project.
- Discussion is ongoing to secure the missing portion of Wieland Road SRW. The submission from the developer is expected soon.

Bear Proof Garbage Bins

Bear proof garbage bins have been ordered for location in several JdFEA Parks:

- Copper Mine
- William Simmons
- Kemp Lake Boat Launch
- Kemp Lake Dock Facility
- The Park, Port Renfrew
- Lot 64, Port Renfrew

Delivery date has not yet been confirmed. Installation will occur Spring 2024.

Craft Class Proposal – East Sooke

A request for funding support to offer craft classes in East Sooke has been received and approved by the Commission.

Submitted by:	Don Closson, Manager, Juan de Fuca Electoral Area Parks and Recreation
Concurrence:	Iain Lawrence, MCIP, RPP, Senior Manager, Juan de Fuca Local Area Services