

**Minutes of a Meeting of the  
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission  
Held Tuesday, November 28, 2023, at the Juan de Fuca Local Area Services Building,  
3 – 7450 Butler Road, Otter Point, BC**

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**PRESENT:** S. Jorna (Chair), V. Braunschweig, C. Lacroix, S. McAndrews, P. Sloan,  
Director A. Wickheim  
**Staff:** D. Closson, Manager, Juan de Fuca Community Parks and Recreation;  
I. Lawrence, Senior Manager, Juan de Fuca Local Area Services;  
W. Miller, Recorder

**ABSENT:** S. McKay

**PUBLIC:** 1 in-person; 1 EP

EP – Electronic Participation

The meeting was called to order at 3:02 pm.

**1. Territorial Acknowledgement**

The Chair provided a Territorial Acknowledgement.

**2. Approval of the Agenda**

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

**3. Adoption of Minutes from the Meeting of October 24, 2023**

**MOVED** by Commissioner Sloan, **SECONDED** by Commissioner Braunschweig that the minutes from the meeting of October 24, 2023, be adopted. **CARRIED**

**4. Chair's Report**

The Chair welcomed the members of the public to the meeting.

The Chair reported that volunteers coordinated by the Juan de Fuca Community Trails Society will be working at Admiral's Forest on December 8. The work party is open to anyone upon submission of a CRD volunteer form.

**5. Director's Report**

The Director reported that:

- a Commission representative for Port Renfrew will be appointed by the CRD Board prior to yearend
- he attended a meeting in Port Renfrew this morning to discuss trails and active transportation
- he attended a subregional tourism planning group meeting at which parks and park development were discussed as a means of promoting tourism

## 6. Commissioner Reports

### East Sooke – Seagirt Ponds

The mushroom walk and talk hosted by the Seagirt Ponds Preservation Society on October 30 had high attendance. An invasive species talk held on November 27 also saw high attendance.

It is anticipated that invasive species removal will be restarted prior to yearend.

The Society has expressed interest in a garbage can.

Don Closson requested that the Society submit a written request for a garbage can.

### East Sooke – Copper Mine

Don Closson responded to questions from the Commission advising that:

- a garbage can has been ordered for the park
- staff will inspect the grounds by the swings to determine if windfall removal is required
- the pump station that is being replaced by CRD Integrated Water Services is in the road right-of-way and is not encroaching onto park land

## 7. Delegation

### a) Otter Point Community Association re: Elrose Park

Mike White, representing the Otter Point Community Association, spoke to the Association's goal of establishing a community hall in Otter Point. Elrose Park has been identified as a potential location for the community hall. The Association wishes to use Elrose Park to support fundraising activities. At present, there is limited access and parking to support greater use of Elrose Park. The Association is seeking Commission support to utilize Elrose Park for a community hall site, to support improvements to the driveway access and to utilize Elrose Park for community events for fundraising to support the establishment of a community hall.

Commission discussion ensued regarding potential layouts to accommodate a community hall and parking while maintaining greenspace. Commissioners discussed operational funding for the existing community halls in the Juan de Fuca Electoral Area and potential avenues for fundraising to support a hall in Otter Point.

Don Closson confirmed that fundraising activities in Elrose Park could be authorized through a park permit.

**MOVED** by Commissioner Jorna, **SECONDED** by Commissioner Sloan that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission supports in principal Elrose Park being used as a site for a community hall.

**CARRIED**

**MOVED** by Commissioner Braunschweig, **SECONDED** by Commissioner Lacroix that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission supports in principal Elrose Park being used for activities to support fundraising for a community hall, including a farmers market.

**CARRIED**

**MOVED** by Commissioner Braunschweig, **SECONDED** by Commissioner Lacroix that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission supports in principle access and land management improvements to Elrose Park.

**CARRIED**

## 8. Staff Reports

### a) Staff News

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

#### **Kemp Lake Fishing Dock – Chubb Road Location**

- a further Section 11 approval is anticipated to support installation of the dock once a Water License is received
- at the request of the Province, a biological contractor company has been contacted to conduct a painted turtle presence assessment and an associated mitigation plan to follow once dock installation begins

#### **Copper Mine Park**

- a new gate will be provided as part of the pump station replacement project being overseen by CRD Integrated Water Services as retrofitting an older gate is not feasible
- comment received regarding parents not being able to adequately view the playground from the bench will be reviewed by staff

#### **Butler Road Park Improvements**

- work continues on the information shelter
- new picnic table has arrived
- culvert work completed on Butler Trail

#### **Lot 64 – Port Renfrew**

- scope of project is changing to address archeological and hydrological considerations
- trail work cannot begin until those items are addressed
- some degree of berm work is anticipated to support trail construction
- the proposed trail would be part of the larger trail network that connects to the stairway that leads to the store

#### **Fish Boat Bay**

- site visit with the Director to be scheduled to review proposed improvements

#### **Admiral's Forest**

- directional signage has been installed at the two access points
- photo from the October 27 mushroom walk highlighted

#### **Priest Cabin**

- further to the May Commission meeting, staff contacted Mosaic Forest Management to discuss formalizing a route to the Matterhorn
- Mosaic advised that it is not entering into any permits until a policy for government use is developed

**9. New Business**

**a) CRD Invasive Species Program**

Don Closson spoke to the program. English Holly, Italian Arum, Carpet Burweed and Lesser Celandine were highlighted. It was advised that data sheets are available upon request.

**10. Next Meeting**

January 23, 2024

**11. Adjournment**

At this time, the Chair directed that staff provide information on the process for the acquisition and disposition of park land.

The Chair also requested information on the history of the initiatives undertaken to preserve the area around Muir Creek.

The meeting adjourned at 4:59 pm.

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Sid Jorna, Chair

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Wendy Miller, Recorder