



Making a difference...together

**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, February 27, 2024, at the Juan de Fuca Local Area Services Building,
3 – 7450 Butler Road, Otter Point, BC**

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

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 Guenard that the agenda be approved. **CARRIED**

3. Adoption of Minutes from the Meeting of January 23, 2024

MOVED by Commissioner McKay, **SECONDED** by Director Wickheim that the minutes from the meeting of January 23, 2024, be adopted. **CARRIED**

4. Chair's Report

The Chair reported that he supports Commissioners being able to make informational presentations and that he intends to make a brief presentation at the next meeting.

5. Director's Report

The Chair reported that he has been discussing the proposed improvements to Fishboat Bay Park with staff. A site visit with the membership will be scheduled.

The Sheringham Point Lighthouse Preservation Society has commenced improvements to the lighthouse site including installation of an AED.

The idea of using bin covers with student art is being introduced to local schools.

6. Commissioner Reports

Shirley – Sheringham Trail

- support was forwarded for installing screening on the wood bridge surface

East Sooke – Seagirt Ponds

- thanks was extended for installation of an interpretive sign
- donation to support installation of a bench pending
- it is understood that the CRD will be conducting an archaeological assessment of the park as early this spring
- clear guidance regarding holly management is required before a volunteer work party can be scheduled

Don Closson reported that:

- CRD First Nations Relations is working with T'Sou-ke Nation and a contractor to action an assessment of the park
- establishment of a plan to address holly can proceed when the assessment is complete
- benthic barrier fabric has been provided to the Habitat Acquisition Trust (HAT) in exchange for assisting with addressing Flag Iris at Seagirt Ponds
- HAT has relayed that it has been approached by a university student wishing to establish a Flag Iris treatment plan for Seagirt Ponds

7. Staff Reports

a) Staff News

Don Closson provided an overview of the report. Additional information points were provided on the following items:

Priest Cabin

- CRD Real Estate has been asked to initiate renewal of the maintenance access agreement over Lot 26

Kemp Lake Fishing Dock – Chubb Road Location

- a Section 11 notification to authorize works in or about a stream (lake) has been granted by the Ministry of Environment to proceed with dock installation once the Water License has been finalized
- due to cost increases, the Director has supported an additional Community Works contribution of \$16,000

Butler Road Park Improvements

- information sign and picnic table install scheduled for this week
- the local residents group working on this project will be overseeing information posting

William Simmons

The Director reported that he has received positive comment from the person who requested installation of the wind phone at William Simmons, as initiated in March 2023.

Lot 64 – Port Renfrew

- CRD Corporate Services has been asked to provide comment on options to address private/residential use on Lot 64

Admiral's Forest

- directional stickers have been added to the recently installed signs

Wieland Road Trail Project

- an onsite meeting was held to discuss project works with a property owner who runs irrigation between two properties bisected by the proposed trail route
- the property owner forwarded positive comment regarding the project

Port Renfrew Community Hall

- issuing keys to rental permit holders remains the easiest way to manage access to the building
- permit and key issuance is overseen by JdF staff with assistance from onsite volunteers
- ensuring access to the EV chargers is a permit condition

8. New Business

a) Animals in Community Parks

Tabled to the next meeting.

b) Commissioner Park Presentations

Staff confirmed that the Board Procedures Bylaw, Bylaw No. 3828, permits groups/organizations to make a presentation to the Commission. Commissioners may also provide staff with materials for presentations under Commissioner Reports. Presentations should be in keeping with the Commission's prescribed powers/duties. As part of agenda planning, presentation topics and materials need to be provided to staff in advance of a meeting. If the Commission is being asked to make a recommendation on a development application, the request to make presentation may need to be added to a future meeting agenda.

9. Next Meeting

March 26, 2024

10. Adjournment

The meeting adjourned at 4:11 pm.

Sid Jorna, Chair

Wendy Miller, Recorder