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**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, March 22, 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,
S. McKay, P. Sloan (EP)
Staff: D. Closson, Manager, Juan de Fuca Community Parks and Recreation;
W. Miller, Recorder (EP)
ABSENT: Director M. Hicks
PUBLIC: 0

EP – Electronic Participation

The meeting was called to order at 3:14 pm.

1. Approval of the Agenda

MOVED by Commissioner Sloan, **SECONDED** by Commissioner Gaston that the agenda be approved, as amended, to close the meeting after Unfinished Business

CARRIED

2. Adoption of the Minutes of February 22, 2022

MOVED by Commissioner McKay, **SECONDED** by Commissioner McAndrews that the minutes from the meeting of February 22, 2022 be adopted.

CARRIED

3. Chair's Report

No report.

4. Director's Report

No report.

5. Commissioner Reports

East Sooke – Sale of Section 154, Coppermine Road:

Don Closson responded to questions from the Commission regarding Section 154 (PID 001-103-563) advising that CRD Regional Parks is aware that the property is for sale. CRD Regional Parks and JdF Community Parks are separate entities and do not purchase properties jointly. The two entities work in collaboration to support connectivity between parks.

East Sooke – Coppermine Park Emergency Helicopter Lift:

Don Closson advised that notice of the emergency event was communicated to him by a member of the public. The member of the public communicated that the access chain had been cut to facilitate emergency response. Don Closson reported that he will be making new arrangements to provide key access to the locked chain.

East Sooke - Seagirt Ponds Park Noxious Plants:

Don Closson responded to the report of noxious plants at Seagirt Ponds advising that he will present information on the CRD's invasive species program and provincial requirements at an upcoming meeting.

6. Staff Reports

a) Staff News

Carpenter Road Dam Remediation/Safety Report

Don Closson reported that funds may have been secured for this project and that no responses were received in response to the notice sent to downstream property owners.

Seagirt Ponds Community Park

The Friends of Seagirt Ponds Society has indicated that it will be planting the provided native plantings this spring when the weather changes.

Priest Cabin Access Agreement

No update since the February meeting.

Sheringham Point Community Park

Don Closson confirmed that the reported downed trees were removed by Regional Parks and that the parks crew will be doing some ditching and culvert work this spring/summer.

Kemp Lake Fishing Dock

Further to the motion made at the February meeting supporting the initiative to secure a Crown land tenure, Don Closson reported that he has provided the Ministry of Transportation and Infrastructure tenure application documents. Don Closson responded to questions from the Commission advising that this project is anticipated to commence in 2023 and that he has made informal contact with property owners on Chubb Road.

The Chair reported that he has received positive comment regarding separation of the swimming area on Manatu Road from the fishing area on Chubb Road.

Community Parks and Recreation Strategic Plan Update

Don Closson reported that:

- the public input survey is now live on the CRD website and will close on April 24, 2022
- opportunity to complete the survey has also been promoted on the CRD Facebook page
- results of the survey are anticipated to be reported at the May meeting

Commission comment was forwarded noting that the current plan reflects trails that may no longer be in existence due to land development. Further comment was forwarded acknowledging the achievements made during the current plan's term.

Coppermine Park CWF Application

Don Closson reported that the existing court boards have been moved and that the contracts for this project are in progress.

One-Time Community Event Support

In accordance with the Commission's recreation funding guidelines, a total of \$600 has been allocated to support the Friends of Coppermine Park Society's Easter event on April 16, 2022.

2022 Budget Review

On March 16, 2022, the CRD Board approved the 2022 Electoral Area budgets which includes the Community Parks and Community Recreation budgets.

7. Correspondence

a) Marlene Barry - Restoration of Parkland at Butler Road and Otter Point Road

Further to information introduced at the February meeting, Don Closson responded to questions from the Commission regarding the proposal to restore native vegetation on a cleared area of Butler Road Trail advising that:

- a planting schematic has been requested from the resident group
- seedlings may be available from Regional Parks
- split rail may be utilized to delineate trail entrances
- volunteers would be insured under the CRD's volunteer program
- comment can be sought from Corporate Communications regarding the resident group utilizing Facebook to promote the project

MOVED by Commissioner Gaston, **SECONDED** by Commissioner McAndrews that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission supports, in principle, the community initiative to make improvements to Butler Trail at Otter Point and Butler Road.

CARRIED

8. New Business

a) Review of Bylaw No. 3623, Recreation Services and Facilities Fees and Charges Bylaw

Don Closson reported that:

- the Commission is asked each year to forward a recommendation to the CRD Board regarding its fee schedules for the upcoming year
- the fee schedules were last changed in 2021 when the Commission resolved to add a permit fee for children's parties (Schedule D) and to clarify that the clean-up fee is \$25.00 per hour (Schedule E)
- no comments have been received from the public regarding the fee schedule changes

MOVED by Commissioner McKay, **SECONDED** by Commissioner Sloan that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission recommend no change to its fee schedules for 2022-2023.

CARRIED

9. Unfinished Business

a) Community Parks Strategic Plan Update

Discussed under Staff News.

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

Discussed under Staff News.

10. Motion to Close the Meeting

MOVED by Commissioner Jorna, **SECONDED** by Commissioner Braunschweig that that the meeting be closed in accordance with the *Community Charter*, Part 4, Division 3, Section 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

CARRIED

The closed meeting commenced at 4:30 pm and adjourned at 5:15 pm.

11. Next Meeting

April 26, 2022

12. Adjournment

The meeting adjourned at 5:16 pm.

Sid Jorna, Chair

Wendy Miller, Recorder