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**Minutes of a Meeting of the  
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission  
Held Tuesday, April 23, 2024, 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, T. Guenard, C. Lacroix (EP), S. McAndrews, 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  
**PUBLIC:** 0

EP – Electronic Participation

The meeting was called to order at 3:00 pm.

**1. Territorial Acknowledgement**

The Chair provided a Territorial Acknowledgement.

**2. Approval of the Agenda**

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

**3. Adoption of Minutes from the Meeting of March 26, 2024**

**MOVED** by Commissioner Guenard, **SECONDED** by Commissioner Sloan that the minutes from the meeting of March 26, 2024, be adopted. **CARRIED**

**4. Chair's Report**

No report.

**5. Director's Report**

The Director thanked staff and the Commission for attending the site visit scheduled today to consider the proposed improvements to Fishboat Bay Park.

The binoculars contemplated for Fishboat Bay Park have been installed at the Sheringham Point Lighthouse site.

**6. Commissioner Reports**

East Sooke – Seagirt Ponds

- the volunteer work party to address Daphne removal has been postponed
- the Seagirt Ponds Preservation Society hosted a bird migration talk and a lichen walk and talk in the park
- a poetry event is scheduled in the park in May

East Sooke – Copper Mine

- the Friends of Copper Mine Park Society, formed in 2012, anticipates winding down this year
- prior to winding down, the Society would like to support improvements to allow a safer and more usable baseball field for young children

Don Closson reported that he has requested a quote for the proposed improvements and that improvement costs will be reported at a future meeting.

Director Wickheim thanked Commissioner Braunschweig and the Friends of Copper Mine Park Society for years of support.

**7. Delegation - Juan de Fuca Community Planning**

**a) Zoning Amendment Application RZ000282 – Parcel A (DD 104752I) of District Lot 745, Renfrew District; Parcel B (DD52657I) of District Lot 745, Renfrew District; District Lot 175, Renfrew District; and Strata Lot 13 of Section 76 and District Lot 745, Renfrew District, Strata Plan VIS4766 together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form 1 (10700 Block of West Coast Road)**

Darren Lucas spoke to the staff report for the application to rezone the subject properties from the Forestry (AF) and Resource Land (RL) zones to a new Wilderness Campground (WC) zone.

The Juan de Fuca Land Use Committee (LUC) considered the staff report at its meeting of March 19, 2024. At that meeting, the LUC recommended that the application be referred for comment.

The Commission is requested to comment on if its interests are affected by the application. Comments received will be returned to the LUC for consideration.

The subject property was highlighted.

Policies from the Shirley – Jordan River Official Community Plan and the Community Parks and Recreation Strategic Plan which support the establishment of a network of trails for recreation and increased opportunity for safe walking routes and greater community connectivity were outlined.

The Commission acknowledged that the subject property:

- fronts West Coast Road
- is in the vicinity of Priest Cabin Community Park and Fishboat Bay Community Park
- proposal includes a parking lot across from Fishboat Bay
- is adjacent to a property which is under subdivision application for which the Commission has recommended park dedication in the form of land

**MOVED** by Commissioner Guenard, **SECONDED** by Commissioner Braunschweig that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission state to the Juan de Fuca Land Use Committee that the Commission's interests are affected by the proposal (RZ000282) and that the Commission supports continued safe trail connectivity and recreation in the community including connecting backcountry trails and active transportation routes.

**CARRIED**

**b) Zoning and Official Community Plan Amendment Application RZ000284 - Section 4, Renfrew District, Except Those Parts in Plans 427R, 23879, VIP68644, VIP79213, VIP80549, VIP82411, EPP69011 and EPP117093 (12036 West Coast Road)**

Darren Lucas spoke to the staff report for the application to amend the Shirley-Jordan River Official Community Plan, Bylaw No. 4001, by redesignating a 3.3 ha portion of the subject property from Pacific Acreage (PA) to Commercial (CO) with amendments and to amend Bylaw No. 2040 to amend the Wildwood Terrace Neighbourhood Commercial (C-1A) zone to permit additional commercial uses and a smaller average and minimum parcel size to facilitate subdivision.

The Juan de Fuca Land Use Committee (LUC) considered the staff report at its meeting of March 19, 2024. At that meeting, the LUC recommended that the application be referred for comment.

The Commission is requested to comment on if its interests are affected by the application. Comments received will be returned to the LUC for consideration.

The subject property was highlighted.

Policies from the Shirley – Jordan River Official Community Plan and the Community Parks and Recreation Strategic Plan which support the establishment of a network of trails for recreation and increased opportunity for safe walking routes and greater community connectivity were outlined.

The Commission acknowledged that the subject property:

- fronts West Coast Road
- is in the vicinity of Juan de Fuca Provincial Park, First Creek Community Park, Jordan River Regional Campground and Jordan River Regional Park

**MOVED** by Commissioner McAndrews, **SECONDED** by Commissioner Sloan that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission state to the Juan de Fuca Land Use Committee that the Commission's interests are affected by the proposal (RZ000284) and that the Commission supports continued safe trail connectivity and recreation in the community including connecting backcountry trails and active transportation routes.

**CARRIED**

## **8. Staff Reports**

### **a) Staff News**

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

#### **Priest Cabin**

- site visit with the owner of Lot 26 held last week
- CRD Real Estate to contact the owner of Lot 26 to proceed with renewal of the maintenance access agreement over the lot

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

- the Water License approval document with the Province has been finalized

**Butler Road Park Improvements**

- Environmental Assessment Report requirements are being scheduled for spring 2024
- the Qualified Professional is supportive of working on the project with a local University of Victoria student

**Lot 64 – Port Renfrew**

- with the assistance from the CRD Environmental Resource Management Department, the burn pile has been removed
- the fence at the tennis court has been repaired

**Wieland Road**

- the Ministry of Transportation and Infrastructure has been contacted regarding subdivision application SU000711 and SU000756 and the related construction of the trail on the Wieland Road right-of-way in advance of the full length of the right-of-way formally coming under the Licence of Occupation held by the CRD

**9. New Business**

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

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.

Don Closson responded to a question from the Commission advising that park permit does not allow for exclusive use of a park although a park permit can permit the reservation of a portion of the park such as a picnic shelter.

**MOVED** by Commissioner McKay, **SECONDED** by Commissioner Guenard that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission maintain its current fees (Schedule D and Schedule E) for 2024-2025.

**CARRIED**

**10. Next Meeting**

May 28, 2024

**11. Adjournment**

The meeting adjourned at 4:29 pm.

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Sid Jorna, Chair

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Wendy Miller, Recorder