



Making a difference...together

**Minutes of a Special Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Monday, July 7, 2025, at the Juan de Fuca Local Area Services Building,
3 – 7450 Butler Road, Otter Point, BC**

PRESENT: S. Jorna (Chair), V. Braunschweig, S. McAndrews, S. McKay, P. Sloan (EP),
E. Stepura, Director A. Wickheim
Staff: I. Lawrence, Senior Manager, JdF Administration, J. Boquist, Manager, JdF
Parks and Recreation; W. Miller, Recorder
ABSENT: C. Lacroix, T. Guenard
PUBLIC: 0

EP – Electronic Participation

The meeting was called to order at 3:04 pm.

1. Territorial Acknowledgement

The Chair provided a Territorial Acknowledgement.

2. Approval of the Agenda

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

3. Adoption of Minutes from the Meeting of May 27, 2025

MOVED by Commissioner Stepura, **SECONDED** by Commissioner Braunschweig that the minutes from the meeting of May 27, 2025, be adopted. **CARRIED**

4. Chair's Report

The Chair thanked the members for adjusting their schedules to accommodate a special meeting due to a lack of a quorum to hold a meeting in June.

5. Director's Report

The Director extended a thank you to staff for keeping good tabs on project budgets and conveyed positive feedback on the overall progress of the parks program.

6. Commissioner Reports

Shirley – Sheringham Point Trail

- thank you extended to the parks crew for work on the lower parking lot
- trail seeing good use

East Sooke – Seagirt Ponds

- thank you extended to the Manager for attending a site meeting regarding invasive species management
- thank you extended to the Director for the support reported at the last meeting for managing rogue trail building in community parks and encouraging community interest in addressing invasive species management

East Sooke – Copper Mine

- thank you extended to the parks crew for recent work
- court and park seeing good use

Otter Point – Admiral's Forest

- site visit held with the Manager to review unsanctioned trails and signage opportunities

7. Staff Reports

a) Operational Update

Jessica Boquist provided an overview of the report. Additional information points were provided on the following items:

Beachview Rise Statutory Right-of-Way Trail Construction

- photos of completed trails highlighted
- trail connecting to Wickanninish Road requires maintenance

At this time, the Director stated support for a rope railing on stairway trail leading from Lot 64.

Fishboat Bay

- ten members of the public attended the open house held at the Shirley Community Hall on June 25, which was scheduled to provide information to residents and seek feedback on the design for proposed improvements
- comments received indicated that replacement of the staircase and development of a parking lot are the most important elements of the design

Admiral's Forest

- installation of additional coloured discs and lamination of the "you are here" decals will be done this summer

Kemp Lake Fishing Dock – Chubb Road Location

- newly installed floating rope has been tampered with
- signage or an enclosed stage unit (ring/rope) may need to be considered long term
- planned dock extension will be accommodated within the existing licence area
- an updated management plan has been sent to the Province
- extension anticipated to be completed by the fall

Elrose Park – Otter Pint Community Hall Project

- an archeological review has been initiated
- based on value and complexity, CRD Capital Project Services has assumed project management and is actively working on project initiation

Wieland Road Trail Project

- Request for Proposal (RFP) closed on June 16, with four submissions all exceeding the project budget
- RFP has been cancelled and staff are reviewing alternative approaches to complete the project
- an amendment to the Capital Plan is anticipated to accommodate the projected costs identified through the RFP process

- given the timeline associated with instream works, the project will be phased to address the boardwalk followed by Type 2 trail
- JdF trail standards to be updated in the fall to provide an alternative to diamond piers such mud sills or concrete pier blocks

Broom Removal Interest

- this year has seen an overall increase in interest in broom removal including interest from East Sooke and Willis Point

8. New Business

a) A Vision for the Matterhorn

Further to the presentation made at the November 26, 2024 meeting, Commissioner Jorna relayed interest on behalf of the Juan de Fuca Trails Society in establishing a park in Shirley adjacent to French Beach Provincial Park and Priest Cabin Community Park which would provide sweeping views, diverse recreational opportunities and a critical wildlife corridor connecting ecosystems.

Commissioner Jorna responded to questions from the Commission advising that:

- the proposed park would include a combination of large private parcels and Private Managed Forest Land parcels
- the proposed park was likely beyond the scope of the JdF Community Parks service

At 4:08 pm, Commissioner Jorna recused himself from the meeting prior to Commission discussion regarding the Society's request for a resolution of support due to personal interest in the Matterhorn which may appear to influence the membership's discussion.

The Vice Chair assumed the position of Chair.

MOVED by Commissioner Braunschweig, **SECONDED** by Commissioner McAndrews that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission, having received a presentation at its July 7, 2025, meeting, recommends to the CRD Regional Parks Committee the acquisition of the 615 hectares of upland forest Matterhorn parcels for park and future recreational uses. **CARRIED**

Commissioner Jorna returned to the meeting at 4:26 pm, resuming the position of Chair.

b) Capital Budget Planning 2026-2030

Jessica Boquist advised that feedback from the Commission is requested to assist in informing the 2026 – 2030 budget planning process. CRD Corporate Plan, Community Parks and Recreation Strategic Plan, and Active Transportation Network Plan policies/priorities were highlighted.

Commission comments supported exploring the following capital projects:

- extending Wieland trail to Kemp Lake and west of Kemp Lake Road to provide future connection to Admiral's Forest
- increasing the budget for playground equipment replacement at The Park
- improving parking and beach access at Otter Point Park
- establishing a trail at First Creek Park
- developing a foreshore access in East Sooke for use as a kayak launch
- developing a water crossing to access Becher Bay Community Park

- developing Park Heights Park as a pump track park for children
- improving the field at Elrose Park to support a market/night market

Commission comments supported exploring the following operating projects:

- washroom, picnic table, bench and additional signage at Admiral's Forest
- wayfinding signage, split rail and trail repair at Priest Cabin Park
- rod holders at Kemp Lake
- costing for baseball runs at Copper Mine Park
- invasive species management plan
- interpretive/historical/cultural signage
- native plant/tree care educational programs/partnership programs
- community garden program/partnership program

9. Motion to Close the Meeting

MOVED by Commissioner McKay, **SECONDED** by Commissioner Stepura that the meeting be closed for Land Acquisition in accordance with Section 90(1)(e) of the *Community Charter*.

CARRIED

The closed meeting commenced at 5:31 pm.

The Commission rose from the closed meeting at 5:51 pm without report.

10. Next Meeting

The Commission will adjourn for the remainder of July and for August, unless there is a pressing matter.

The next meeting of the Commission is scheduled for September 23, 2025.

At this time, the Chair advised that staff will follow up with the membership regarding a date for the summer picnic.

11. Adjournment

The meeting adjourned at 5:53 pm.

Sid Jorna, Chair

Wendy Miller, Recorder