

**Minutes of a Meeting of the
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission
Held Tuesday, March 24, 2026, at the Juan de Fuca Local Area Services Building,
3 – 7450 Butler Road, Otter Point, BC**

PRESENT: S. McKay (Chair), V. Braunschweig, T. Guenard, S. Jorna, S. McAndrews,
P. Sloan, E. Stepura (EP), Director A. Wickheim
Staff: I. Lawrence, Senior Manager, JdF Administration; J. Boquist, Manager, JdF
Parks and Recreation; W. Miller, Recorder
ABSENT: C. Lacroix
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 McAndrews, **SECONDED** by Commissioner Jorna that the agenda be approved. **CARRIED**

3. Adoption of Minutes from the Meeting of February 24, 2026

MOVED by Commissioner Guenard, **SECONDED** by Commissioner Sloan that the minutes from the meeting of February 24, 2026, be adopted. **CARRIED**

4. Chair's Report

The Chair welcomed everyone to the meeting and acknowledged the full agenda.

5. Director's Report

The Director provided positive comment regarding the ongoing improvements being undertaken at Fishboat Bay.

6. Commissioner Reports

Port Renfrew – Lot 64

- winter windfall has caused some damage to the stairway railing

Otter Point – Elrose Park

- the Otter Point Community Association met with staff regarding using William Simmons Park as a temporary night market location as Elrose Park is not ready in its current condition

Otter Point – Admiral's Forest

- the Juan de Fuca Community Trails Society is actively planning for an upcoming educational walk

East Sooke – Copper Mine Park

- an Easter event will be held at the park and at the community hall

East Sooke – Seagirt Ponds Park

- Seagirt Ponds Preservation Society held two educational sessions in April

7. Staff Reports

a) Operational Update – Verbal Report

Jessica Boquist provided a verbal update for March.

Elrose Community Park – Otter Point Community Hall Project

The Commission requested clarification regarding the Commission's role and responsibilities related to the proposed community hall.

b) Capital Budget Planning 2027 – 2031 – Verbal Report

Jessica Boquist provided an overview of 2026 key projects and directives. Discussion was introduced regarding strategic directions as well as potential future capital and operational priorities for 2027 and beyond.

Commission roundtable discussion points regarding strategic directions included support for:

- a clarified mandate to inform acquisition and disposition considerations
- review of the Commission's ecological stewardship role and opportunities to leverage other organizations
- leveraging licenses of occupation to improve foreshore access as public feedback received through the Community Parks and Recreation Strategic Plan indicates strong support for enhanced access
- maintaining existing partnerships and exploring opportunities for new partnerships
- considering carrying capacity of community parks as residential and tourism use is anticipated to increase
- exploring opportunities to increase indoor recreational programming
- developing a greater understanding of the operating costs for the Port Renfrew Community Centre and the proposed Otter Point community hall

Commission roundtable discussion points regarding capital priorities included support for:

- the continued development of Elrose Park
- improving access to and parking for Otter Point Park
- continuing to identify Boxer Road and King Creek trails as extensions to Wieland Trail
- playground facilities at William Simmons as the park has become a key trail connectivity hub
- continuing to identify Covina Road as a priority foreshore access
- exploring opportunity to enhance the Petrel Drive foreshore access
- exploring opportunity to enhance foreshore access in Willis Point

Commission roundtable discussion points regarding operational priorities included support for:

- developing resilient trails, as financing/funding is limited
- enhancing visitors' experience by providing historical and ecological information/signage, and by considering newer technologies such as QR codes on signs
- increasing the placeholder budget amount for the Otter Point Community Hall to 2.5 million

8. Next Meeting

May 26, 2026

9. Adjournment

The meeting adjourned at 5:28 pm.

Scott McKay, Chair

Wendy Miller, Recorder