DISTRICT OF METCHOSIN
AGENDA

ENVIRONMENTAL ADVISORY SELECT COMMITTEE MEETING

October 25, 2022 at 7:00 p.m.
Council Chambers
Metchosin Municipal Hall

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1. Agenda, Additions, Approval

2. Presentations

3. Public Participation

4. Adoption of Minutes
a) Environmental Advisory Select Committee, June 28, 2022, Minutes 1

5. Review of the Minutes

Council & Standing Committee Minutes
https://www.metchosin.ca/council/council-meetings/agendas-minutes
a) Council Meeting: June 6, June 27, and July 18, 2022 3
b) Finance & Environment: June 6, and July 18, 2022 17
c) Planning: June 13 and July 18, 2022 25
d) Parks: June 13 and July 18, 2022 31
e) Public Works: June 13 and July 18, 2022 39

Advisory Committee Minutes
https://www.metchosin.ca/council/advisory-committees
a) Parks & Trails Advisory Committee: (none)
b) Heritage Advisory Committee: none
c) Agricultural Advisory Committee: none
d) Healthy Community Advisory Committee: none

6. Business Arising from the Minutes

7. New Business
a) Metchosin Environmental Advisory Committee Membership
- MEASC Terms of Reference 45

8. Reports

9. Correspondence

10. Adjournment and next meeting

District of Metchosin

Minutes
Environmental Advisory Select Committee Meeting
Tuesday, June 28, 2022 at 7:00 P.M.
Council Chambers
Metchosin Municipal Hall

Present: Councillor Andy MacKinnon, Bill Cave (Chair), Ric Perron, Jacqueline Clare, Merrilee Hoen, Erin Van de Water (recorder)

The meeting was called to order at 7:05 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Bill and Erin that the Committee approve the agenda with the addition of Winter Road subdivision application.

Carried

2. Presentations
None.

3. Public Participation
None.

4. Adoption of Minutes
a) Environmental Advisory Select Committee, May 24, 2022 Minutes

Moved and Seconded by Jacqueline and Bill that the Committee approve the minutes of the Environmental Advisory Select Committee meeting held on May 24, 2022.

Carried

5. Review of Minutes

a. **Council and Standing Committee Minutes**

Moved and Seconded by Andy and Ric that the Committee receive the Council and Standing Committee Minutes for information.

Carried

b. **Advisory Committee Minutes**

Moved and Seconded by Erin and Merrilee that the Committee receive the Advisory Committee Minutes for information.

Carried

6. Business Arising from the Minutes

a. Western Canada Marine Response Corporation (WCMRC)
- Discussion on a draft letter to Transport Canada re: freighter anchoring and movement through local waters. The use of dispersants and transport in bad weather was also discussed, along with Bev Bacon's concerns regarding anchor/chain dragging on the ocean floor. Since this is not Metchosin jurisdiction and there are other organizations already actively looking into these issues (one example is the South Coast Ship Watch Alliance), it was decided that Bill will send a follow-up letter to Bev informing her about these organizations. At a municipal level, perhaps

the F&E committee could recommend that Council write a letter to Transport Canada about the concerns of Metchosin residents relating to freighter anchoring and movement through local waters.

Action Item: Bill will send a follow up letter to Bev re: organizations such as the South Coast Ship Watch Alliance that are looking into anchor/chain dragging and ocean floor impacts.

b. Environmental Assessment - Buffer Lands
- A survey will be going out to surrounding neighbours and will be posted on the District's website.

Action Item: Staff please remove this item from the agenda.

c. Metchosin Tree Management Bylaw Review
- Bylaw No. 287 with track changes

Discussed the need to clarify what we are trying to achieve through the tree bylaw/its purpose, how to simplify the bylaw, and the pros and cons of penalties, enforcement, permits, and significant trees. The District can't regulate trees in the ALR which gets tricky with agriculture. Attached to these minutes is the tree bylaw with comments from MEASC members for circulation at the F&E committee meeting.

d. Update on Progress of RFP for Climate Action Plan

Andy informed MEASC members that the Planner has been in contact with Pinna Sustainability and the District now has a proposal from Pinna. A contract should be signed within 2 weeks, with a hopeful completion date for the Climate Action Plan before the next council term begins.

Action Item: Staff please remove this item from the agenda.

7. New Business

a) MEASC Summer Meeting Schedule

Committee decided to meet in September or at the call of the chair if something more time sensitive comes up.

b) Winter Road Subdivision Application

MEASC members would like to see a report by a Professional Biologist. Bill will arrange a site visit to familiarize the committee with the property.

Action Item: Bill will arrange a site visit for MEASC members before the end of July.

8. Reports

None.

9. Correspondence

None.

10. Adjournment and Next Meeting Date

Moved and Seconded by Jacqueline and Bill that the Committee adjourn the meeting at 9:00 p.m.

Carried

The next meeting will be held on Tuesday, September 27, 2022 at 7:00 p.m.

District of Metchosin

Minutes
Council Meeting
June 6, 2022 at 7:00 p.m.
Council Chamber
Metchosin Municipal Hall

Please NOTE: The meeting has been partially recorded.

Present: Mayor Ranns in the Chair, Councillors Kahakauwila (Via Telephone), MacKinnon, Epp and Little. Also present was Joe Martignago, Acting CAO.

The meeting was called to order at 7:33 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Councillors Little and Epp that the agenda be approved as presented.

Carried

2. Public Participation

Jay Shukin, Resident, inquired as to Public Consultation for the Buffer Lands.

3. Adoption of Minutes

Moved and Seconded by Councillors Kahakauwila and MacKinnon that Council adopt the minutes of the Council Meeting, May 30, 2022.

Carried

Moved and Seconded by Councillors MacKinnon and Epp that Council re-adopt the minutes of the Council Meeting, May 30, 2022 to be amended as to Item 6.b "that Council support by way of resolution a $53,000 grant application under the UBCM Community Emergency Preparedness Fund (CEPF) and authorize the Mayor and Corporate Officer to execute any agreements related to a successful grant application."

Carried

4. Receipt of Minutes

Moved and Seconded by Councillors Kahakauwila and Little that Council receive the minutes of the Special Planning Committee meeting, May 30, 2022.

Carried

5. Mayor's Report
Mayor Ranns reported on the upcoming Benefit Event in support of Ukraine being held Sunday, June 12th, 2022.

6. Business Arising

a) 2022 Grant in Aid Program

Moved and Seconded by Councillors MacKinnon and Kahakauwila that Council grant the following Grant-in-Aids:

Agency Requesting	Recommended Grant
Habitat Acquisition Trust	$1,500
Intermunicipal Advisory Committee on Disability Issues	$ 500
Metchosin Preschool Society	$1,500

Carried

Councillor Kahakauwila recused herself from voting on the Grant-in-Aid for Vancouver Island South Film & Media Commission due to a possible conflict of interest.

Moved and Seconded by Councillors McKinnon and Little that the Committee recommend Council grant the following Grant-in-Aids:

Vancouver Island South Film & Media Commission	$1,500

b) Development Permit Application, 240 Delgada Road

Mayor Ranns and Councillor Epp advised that they visited the site.

Terry Coughlin, representing the applicants, provided an explanation as to the foundation level.

Moved and Seconded by Councillors Epp and Kahakauwila that Council approve issuance of a development permit to authorize demolition of a house and construction of a new dwelling, secondary suite and garage within the Shoreland Slopes Development Permit Area, subject to the following conditions:

- That the foundation level be no more than 3m below the existing ground elevation, consistent with the plans shared with the geotechnical engineer, and that the excavation for the house foundations are a depth of 2 to 3 m to achieve the design footing grade;
- That there is no site disturbance closer than 10 m laterally from the crest of slope;
- That no fill placement or vegetation removal take place on the slope or within the 10 m width between the house site and the crest of the slope;
- That site stormwater runoff controls will be implemented to ensure that overland flow does not drain towards the foreshore slope during construction and permanent design of the site;
- The stormwater management plan is prepared and implemented for the house to direct perimeter drains and rainwater leaders towards the front of the site where it can be disposed;
- All backfill around the house structure and within the driveway and service trenches consist of free-draining, granular materials to promote positive drainage from the site;
- MGE be contacted when construction is scheduled to commence to allow for timely reviews during the earthworks phase of this project. MGE will carry out review of foundation subgrade and cut slope stability prior to foundation construction at the building site; and,
- All development must be in accordance with the District's Bylaw No. 467 regarding the protection and management of rainwater.

Carried

c) Development Variance Permit, 852 Pears Road

Members of Council have visited the property. Council discussed possible adjustments to the application.

Moved and Seconded by Councillors Epp and Kahakauwila that Council request that staff send notices to landowners within 60m of the property informing them of the application and the June 27, 2022 Council meeting when issuance of the permit will be considered.

Carried then Withdrawn

Moved and Seconded by Councillors Kahakauwila and MacKinnon that Council refer the Development Variance Permit application for 862 Pear Road back to staff to work with the applicants on possible adjustments.

Carried

ACTION ITEM: Staff to coordinate a site visit for Council members who were not able to attend the previous visit.

7. Adjournment

Moved and Seconded by Councillors Epp and MacKinnon that Council adjourn the meeting at 8:05 p.m.

Carried

Certified Correct

_____
Mayor

_____
Corporate Officer

District of Metchosin

Minutes
Council Meeting
June 27, 2022 at 7:00 p.m.
Council Chamber
Metchosin Municipal Hall

Please NOTE: The meeting has been recorded.

Present: Mayor Ranns in the Chair, Councillors Kahakauwila, MacKinnon and Epp. Councillor Little sent her regrets. Also present was L. Urlacher, CAO. Recording Secretary by video, Bonnie Sprinkling

Closed Portion, Exclusion of the Public

Moved and Seconded by Councillors Kahakauwila and MacKinnon that the public be excluded under section 90 of the *Community Charter* in order to consider:
(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointment by the municipality;
(c) labour relations or other employee relations;
(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.
(g) litigation or potential litigation affecting the municipality.
(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

Carried

The closed portion of the meeting was called to order at 5:32 p.m.
The open portion of the meeting was called to order at 6:58 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Councillors Kahakauwila and MacKinnon that the agenda be approved with the addition of the Supplemental Agenda Item.

Carried

2. Presentations

a) Dr. Robert O'Connor – Family Physician Crisis Issue in B.C.

Dr. O'Connor gave a PowerPoint presentation regarding the family physician crisis in B.C. including:

- Main reasons for the shortage of family physicians
  - family medicine has not paced inflation
  - debt levels of new graduates affect ability to purchase local housing
  - Other options for work available
  - Effect of retirement
  - Many physicians have young families
  - COVID epidemic

- Overview of Federal and Provincial jurisdictions for physicians
- What can be done on the municipal level to help
    - Have "Welcome Wagon" program to provide physicians with information about locating their practice in community
    - Medical Student Scholarships to encourage new physicians to become residents
    - Letter from the District sent to the Association of BC Municipalities as to crisis

Dr. O'Connor commented on the letter from the City of Langford and stated that he agreed to the content. Dr. O'Connor stated that input from Steve Gray was valuable. Dr. O'Connor further commented that there is only one seat available in Canadian medical schools for six applicants.

Dr. O'Connor responded to questions from the public as to the value of online medical services, commuting to physician offices, availability of office space, ability for the municipality to provide housing for physicians to have offices in their homes and the options for shared offices.

3. Public Participation

Nicole Shukin, Resident, commented on the minutes of the Planning Committee meeting on June 13, 2022 as to the Buffer Lands and a statement by Councillor Little. Ms. Shukin also commented on the 2017 referendum process for the Buffer Lands and the District of Metchosin information sheet provided at the time as to the Buffer Lands.

Chris Moehr, Resident, stated that she did not support amending District of Metchosin bylaw to allow for RVs and mobile tiny homes, potentially in place of a secondary suite, as a solution to homelessness or affordability.

Selby Saluke, Resident, spoke as to a Raincoast Conservation Foundation workshop he recently attended and shared several take-aways from the workshop; such as, municipalities must have environmental considerations as top-of-mind and the environment should be prioritized over development proposals. Mr. Saluke stated that human activity always impacts the environment and we can encourage native flora and fauna simply by being mindful of our activity and letting nature do its own thing.

Jay Shukin, Resident, commented on the minutes of June 13, 2022 Planning Committee as to the Buffer Lands.

Bev Bacon, Resident, stated her support of the letter by View Royal Mayor David Screech on the Island Rail Corridor.

4. Adoption of Minutes

Moved and Seconded by Councillors Kahakauwila and MacKinnon that Council adopt the minutes of the Council Meeting, May 9, 2022.

Carried

Moved and Seconded by Councillors Kahakauwila and MacKinnon that Council adopt the minutes of the Council Meeting, June 6, 2022.

Carried

Moved and Seconded by Councillors Kahakauwila and MacKinnon that Council adopt the minutes of the Special Council Meeting, June 13, 2022.

Carried

5. Receipt of Minutes

Moved and Seconded by Councillors Kahakauwila and MacKinnon that Council receive the minutes of the Planning Committee meeting, June 13, 2022.

Carried

6. Mayor's Report

Mayor Ranns reviewed the process for recording the public participation portions of public meetings.

Mayor Ranns stated that Council has reviewed In Camera minutes and Council has instructed the Mayor to make the following statements:

1. Between June 2021 through to the end of October 2021, there were five meetings that took place in which all Council were informed and discussed the disposition of the greenspace by way of reviewing the agenda materials and approving the minutes. There were five meetings, and the minutes were approved at subsequent meetings. Council through that time, through those meetings, unanimously provided directions to staff to negotiate specific terms and to undertake the process of disposition, unanimously. The disposition of the greenspace was led by Council, not by the Planning Committee, and that Council, unanimously, was the discretionary body. The agreement to move forward to not sell the greenspace was a decision made unanimously by Council. So, in other words, all of Council was fully informed throughout the process and instructions were given to the CAO to execute the resolutions that were made, all of it, unanimously.

2. In February of this year, the Steering Committee for the Sc'ianew Indigenous Protected Area (IPA) at Mary Hill publicly announced a Standstill Agreement between four parties: Sc'ianew First Nation, and three supporting parties: Habitat Acquisition Trust, the District of Metchosin and Pearson College, United World College. The agreement describes the on-going collaborative work of the parties in evaluating the potential IPA project on future Sc'ianew First Nation treaty settlement land at Mary Hill. The Standstill Agreement affirms that the Project Steering Committee, made up of the Standstill Agreement signatories, is the forum for the discussion, deliberation and communication of all matters related to the Mary Hill IPA project. At this early stage of the Standstill Agreement, each party to the agreement is independently working to identify various ways in which they may contribute to a potential IPA at Mary Hill. Over the next year, ideas generated by each party will be reviewed and evaluated by the whole Steering Committee to determine which options may provide the best overall support for a future IPA outcome at Mary Hill. Options approved by the Steering Committee will then become part of the relevant community review process.

Mayor Ranns spoke as to comments he made about the owner of the Swanwick farm property during the June 13, 2022 Parks Committee meeting such that the District was waiting for a response from the property owner's solicitor. Due to the fact that the District's CAO was sick, the

Mayor was not informed that the response had come in. Mayor Ranns apologized to the property owner and their solicitor for suggesting that a response had not come in.

The Mayor then made a Rise and Report from an In Camera Meeting about the appointments of Sue-Lin Tarnowski as the new Chief Financial Officer and Chris Watkins as the new Building Inspector. Mayor Ranns welcomed them on to staff.

Councillor Kahakauwila also reported that Katherine Lesyshen has started as the new Planner. There will be an article about her in the forthcoming Muse.

Councillor Epp reported:

a. the Mighty Metchosin Garage Sale which was a huge success and brought in a record amount of money, well above $40,000. Thanks to all of the volunteers and those who donated items.
b. On Canada Day, from 11:00am to 2:00pm, the Metchosin Arts and Cultural Centre Association (MACCA) will host the Family Festivus Event.
c. The 150th Anniversary celebration of the old Metchosin School House Museum will be held on September 24, 2022.
d. Last weekend, an event was held to celebrate the Metchosin Community House and to honour the three founders: Jo Mitchell, Jane Hammond and Betty Hildreth.

Mayor Ranns reported that the U16 Juan de Fuca Lacrosse team won the League Championship.

7. Reports for Action

a) Request for Development Variance Permit, 852 Pears Road

It was noted that the requested variance permit is to enable the construction of a detached suite and the applicant has agreed to revise the site plan to minimize the variances requested.

Moved and Seconded by Councillors Kahakauwila and MacKinnon that Council request that staff send notices to landowners within 60m of the property informing them of the application and the July 18, 2022 Council meeting when issuance of the permit will be considered.

Carried

b) 2022 General Local Election, Deputy Chief election Officer Appointment

Moved and Seconded by Councillors Kahakauwila and Epp that Council rescind the appointment of Deputy Chief Election Officer to Tammie Van Swieten;
And that Council appoint Amber Ward as Deputy Chief Election Officer for the 2022 General Local Election.

Carried

c) 2022 DRAFT Annual Report

Moved and Seconded by Councillors MacKinnon and Kahakauwila that Council receive the 2022 Annual Report and direct staff to prepare the report for public review before June 30th, 2022.

Carried

8. Reports for Information

a) Metchosin Building Inspection Department Monthly Report, May 2022

Moved and Seconded by Councillors Kahakauwila and MacKinnon that Council receive the Metchosin Building Inspection Department Monthly Report, May 2022.

Carried

b) Metchosin Public Communication Monthly Report Statistics, May 2022

Moved and Seconded by Councillors Kahakauwila and MacKinnon that Council receive the Metchosin Public Communication Monthly Report Statistics, May 2022.

Carried

9. Correspondence

a) Tim Morrison, CREST Chair

Moved and Seconded by Councillors Kahakauwila and MacKinnon that Council receive the correspondence from Tim Morrison, CREST Chair.

Carried

b) Mayor Stewart Young, City of Langford – Family Physician Crisis in B.C.

Council discussed the correspondence from Mayor Stewart Young, City of Langford and the input from Dr. O'Connor and Steve Gray regarding the family physician crisis in B.C.

Moved and Seconded by Councillors MacKinnon and Kahakauwila that Council express its full support for the District of Central Saanich and City of Langford resolutions to the Union of BC Municipalities and that the District of Metchosin Council present to the Union of BC Municipalities the following motion:

"**WHEREAS** British Columbia's system of family physicians is in crisis and it is estimated that close to one million British Columbians – 20 percent of the population – is without a family doctor and, therefore, without longitudinal care;

AND WHEREAS many senior citizens, people with chronic health concerns, and those requiring prescription refills and regular health check-ups are without a reliable means of care as doctor's leaver their practice through retirement and for other health care opportunities, walk-in clinics close, and hospitals emergency rooms are overwhelmed.

THEREFORE IT BE RESOLVED that UBCM call on the Province of BC to work with the family physicians of BC to make a long-term, sustainable plan that supports the different types of practice."

Carried

c) Mayor David Screech, Town of View Royal – Support for Island Rail Corridor

Council discussed the correspondence from Mayor David Screech, Town of View Royal regarding support for the Island Rail Corridor.

Moved and Seconded by Councillors MacKinnon and Kahakauwila that Council send an identical

letter supporting the Town of View Royal Island Rail Corridor resolution, with a copy to the Town of View Royal.

Carried

10. Adjournment

Moved and Seconded by Councillors Kahakauwila and MacKinnon that Council adjourn the meeting at 8:42 p.m.

Carried

Certified Correct

_____ _____

Mayor **Corporate Officer**

District of Metchosin

Minutes
Council Meeting
July 18, 2022 at 7:00 p.m.
Council Chamber
Metchosin Municipal Hall

Please NOTE: The meeting has been recorded.

Present: Mayor Ranns in the Chair, Councillors MacKinnon, Epp, and Little
Also present was L. Urlacher, CAO and B. Sprinkling, Recording Secretary

Regrets: Councillor Kahakauwila

Closed Portion, Exclusion of the Public

Moved and Seconded by Councillors MacKinnon and Epp that the public be excluded under section 90 of the *Community Charter* in order to consider:
(1)(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.
(2) (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

Carried

The closed portion of the meeting was called to order at 6:33 p.m.
The open portion of the meeting was called to order at 9:42 p.m.

The meeting was called to order at 9:42 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Councillors MacKinnon and Epp that the agenda be approved with the addition of the Authorization for Non-Farm Use Application to Proceed, 4450 Happy Valley Road and granting of $750 to the Cricket Club under Business Arising.

Carried

2. Public Participation

Wendy Mitchell, Resident, inquired as to how would Metchosin benefit from the sale of the buffer lands to the Capital Regional District and stated that the community is proud of the land swap for the buffer lands as an act of reconciliation under the 2017 agreement.

Bonnie Bouveur, Resident, spoke as an adjacent property owner to the buffer lands and stated that there was no need for further public engagement and suggested that we need to uphold the integrity of the 2017 Agreement.

Avril Yoachim, Resident, spoke as to the January 31, 2022 letter to the CRD Real Estate Division released under a Freedom of Information request and inquired as to whether the proposed sale is halted.
Council stated that the public has expressed a wide range of opinions about what should happen

to the buffer lands and if any changes were to be proposed for the lands would require public consultation.

Moved and Seconded by Councillors MacKinnon and Epp that Council extend the meeting past 10:00pm.

Carried

Chris Moehr, Resident, requested Council present a motion at the Union of BC Municipalities meeting, or support it if it comes to the meeting, to return the length of time an elected official serves to three years.

3. Adoption of Minutes

Moved and Seconded by Councillors MacKinnon and Epp that Council adopt the minutes of the Council Meeting, June 17, 2022.

Carried
Councillor Little abstained from the vote on the motion as she was not at the meeting

ACTION ITEM: Council will have a discussion at an upcoming In Camera meeting regarding the content of the Mayor's Report of June 27, 2022 and staff will provide copies of all the In Camera minutes of the five meetings.

4. Business Arising

a) Staff Report, Authorization for Non-Farm Use Application to Proceed, 4450 Happy Valley Road

Moved and Seconded by Councillors Epp and Little that Council authorize the application to proceed for 4450 Happy Valley Road to the Agricultural Land Commission with a recommendation for approval.

Carried

Moved and Seconded by Councillors Epp and Little that Council grant $750 to the Metchosin Cricket Club.

Carried

5. Reports for Action

a) Request for Development Variance Permit, 852 Pears Road

Moved and Seconded by Councillors MacKinnon and Epp that Council issue Development Variance Permit 22-03, 852 Pears Road.

Carried

b) Annual General Meeting – 2022 Annual Report

Public Input: No input

Moved and Seconded by Councillors MacKinnon and Epp that Council approve the 2022 Annual Report.

Carried

6. Reports for Information

a) Metchosin Public Communication Monthly Report Statistics, June 2022

Moved and Seconded by Councillors MacKinnon and Little that Council receive the Metchosin Public Communication Monthly Report Statistics, June 2022.

Carried

b) West Shore RCMP Metchosin Quarterly Report, January 1 to March 31, 2022

Moved and Seconded by Councillors MacKinnon and Little that Council receive the West Shore RCMP Metchosin Quarterly Report, January 1 to March 31, 2022.

Carried

7. Adjournment

Council adjourned the meeting at 10:20 p.m.

Certified Correct

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Mayor

_____
Corporate Officer

District of Metchosin

Minutes
Finance and Environment Committee Meeting
June 6, 2022 at 7:00 p.m.

Metchosin Municipal Hall
Council Chambers

PLEASE NOTE: The meeting has been recorded.

Present: Councillor MacKinnon in the Chair, Mayor Ranns, Councillors Kahakauwila (Via Telephone), Epp and Little. Also present was Joe Martignago, Acting CAO

The meeting was called to order at 7:01 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Mayor John Ranns and Councillor Epp that the Committee approve the agenda as amended to include the Supplemental Information and to remove Item 8.a Chair's Report, Policing Costs.

Carried

2. Presentations - Nil

3. Public Participation

Jay Shukin, Resident, speaking as President of the Association for Protection of Rural Metchosin, gave an overview of the letter of May 26, 2022 sent to Council.

Bev Bacon, Resident, spoke as to the environmental value of the development of 4696 Beckingham and suggested the tasks for MEASC be expanded to provide recommendations as to wind, water, wildlife, forest, fire, floods, fencing, roadway and driveways.

Avril Yoachim, Resident, reminded Council that MEASC members are volunteers and that is why it is good to bring in the various government levels to look after the environment. Ms. Yoachim added that Hewitt Creek is a fish bearing stream.

Pattie Whitehouse, Resident, commented on the bullfrog report and stated that she has provided some information on social media about the Province's bullfrog control program and suggested that the District consider developing a bullfrog education program.

4. Adoption of Minutes

Moved and Seconded by Councillors Little and Epp that the Committee adopt the minutes of the Finance and Environment Committee Meeting, May 9, 2022.

Carried

5. Receipt of Minutes

Moved and Seconded by Mayor Ranns and Councillor Little that the Committee receive the minutes of the Metchosin Environmental Advisory Select Committee, May 24, 2022.

Carried

6. Business Arising

a) 2022 Grant in Aid Program

The Committee discussed the 2022 Grant in Aid Program recommendations from Councillor MacKinnon and made the following motion:

Moved and Seconded by Councillors MacKinnon and Kahakauwila that the Committee recommend Council grant the following Grant-in-Aids:

Agency Requesting	Recommended Grant
Habitat Acquisition Trust	$1,500
Intermunicipal Advisory Committee on Disability Issues	$ 500
Metchosin Preschool Society	$1,500

Carried

Councillor Kahakauwila recused herself from voting on the Grant-in-Aid for Vancouver Island South Film & Media Commission due to a possible conflict of interest.

Moved and Seconded by Councillors McKinnon and Little that the Committee recommend Council grant the following Grant-in-Aids:

Vancouver Island South Film & Media Commission	$1,500

7. Reports for Action

a) Metchosin Bullfrog Control Program

The Committee briefly discussed the Metchosin Bullfrog Control Program including the unusual weather conditions this Spring affecting reporting.

ACTION ITEM: Councillor MacKinnon to follow up with Pattie Whitehouse and Stan Orchard on providing the public with information on Bullfrog Control.

8. Reports for Information

Councillor MacKinnon stated that a report will be coming back to the next Finance and Environment Committee on the Policing Costs.

a) Council Quarterly Financial Update – 2022 First Quarter

Councillor MacKinnon gave a brief overview of the Council Quarterly Financial Update – 2022 First Quarter received for information.

a) 2022 Reserves Balances

Councillor MacKinnon gave a brief overview of the 2022 Reserves Balances.

Moved and Seconded by Mayor Ranns and Councillor Epp that the Committee receive the report for information

Carried

9. Adjournment

Moved and Seconded by Councillors Little and Kahakauwila that the Committee adjourn the meeting at 7:31 p.m.

Carried

Certified Correct

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Chair **Corporate Officer**

District of Metchosin

Minutes
Finance and Environment Committee Meeting
July 18, 2022 at 7:00 p.m.

Metchosin Municipal Hall
Council Chambers

PLEASE NOTE: The meeting has been recorded.

Present: Councillor MacKinnon in the Chair, Mayor Ranns, Councillors Epp and Little
Also present was L. Urlacher, CAO, Recording Secretary and Bonnie Sprinkling

Regrets: Councillor Kahakauwila

The meeting was called to order at 7:16 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Councillors Little and Epp that the Committee approve the agenda with the addition of correspondence regarding the Metchosin Tree Management Bylaw from Bev Bacon.

Carried

2. Public Participation

Bev Bacon, Resident, read her letter to the Committee as to the proposed amendments to the *District of Metchosin Tree Management Bylaw*.

Jay Shukin, Resident, inquired if there was an update on the discussions with the RCMP on the policing costs. Mr. Shukin then spoke to the MEASC comments on the Tree Management Bylaw and the statement that any tree being cut in the District should have a permit. Mr. Shukin stated that more work needs to be done before changing the bylaw and suggested

- a Climate Action Plan
- strengthening the Enforcement Policy

3. Adoption of Minutes

Moved and Seconded by Councillor MacKinnon and Mayor Ranns that the Committee adopt the minutes of the Finance and Environment Committee Meeting, June 6, 2022.

Carried

4. Receipt of Minutes

Moved and Seconded by Councillors MacKinnon and Epp that the Committee receive the minutes of the Metchosin Environmental Advisory Select Committee, June 28, 2022.

Carried

5. Business Arising

a) Blaney Park Youth Volunteers

The Committee discussed compensation for the Blaney Trail youth volunteers for their efforts in maintaining Blaney Trail Park:

- compensation is for the watering of Blaney Park
- Why watering is required
- Appropriate budget for funding the compensation

Moved and Seconded by Mayor Ranns and Councillor MacKinnon that the Committee refer the matter of compensation for the Blaney Park youth volunteers to the next Parks Committee meeting.

Carried

b) MEASC Recommendations, June 28, 2022:

- **Joint Workshop with Western Canada Marine Response Corporation (WCMRC)**

ACTION ITEM: Councillor MacKinnon will contact Western Canada Marine Response Corporation to make arrangements for hosting a workshop open to the public at the District.

- **Draft Letter to Transport Canada Re: Freighter Anchoring & Movement through Local Waters**

The Committee discussed the drafting of a letter to Transport Canada:
- the matter is complex and requires more discussion and input from the public
- Council would need more facts on the effects of the freighters on local waters
- the effects of a spill on the coastal waters

ACTION ITEM: The Committee agreed to add the matter of freighter anchoring and movement through local waters to the agenda for the next workshop with Western Canada Marine Response Corporation.

Moved and Seconded by Councillors MacKinnon and Mayor Ranns that the Committee direct staff to send a letter to Transport Canada stating residents' concerns related to freighter anchoring and movement through local waters.

Defeated
Mayor Ranns, Councillors MacKinnon and Epp Opposed the Motion

- **Metchosin Tree Management Bylaw No. 287**

The Committee discussed the comments from the Metchosin Environmental Advisory Select Committee (MEAC) and comments from the public related to District of Metchosin Tree Management Bylaw No. 287.

ACTION ITEM: Staff will provide Council with a digital copy of the Tree Management Bylaw with the MEASC comments on it.

6. Correspondence

a) Annual Request for West Shore Detachment – Community Policing/Employee Funding 2022

Moved and Seconded by Councillors MacKinnon and Little that the Committee recommend Council provide funding in the amount of $2,914 to the West Shore RCMP Community Policing/Employee Program for 2022.

Carried

b) Bev Bacon, Climate Adaptation and Trees

Moved and Seconded by Councillors MacKinnon and Little that the Committee receive the correspondence from Bev Bacon.

Carried

c) Vancouver Island South Film & Media Commission

Moved and Seconded by Councillors MacKinnon and Little that the Committee receive the correspondence from Vancouver Island South Film & Media Commission.

Carried

7. Adjournment

Moved and Seconded by Mayor Ranns and Councillor Little that the Committee adjourn the meeting at 7:48 p.m.

Carried

Certified Correct

_____ _____

Chair **Corporate Officer**

District of Metchosin

Minutes
Planning Committee Meeting
June 13, 2022 at 7:00 p.m.

Council Chamber
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Kahakauwila in the Chair, Mayor Ranns, Councillors MacKinnon (via telephone), Little and Epp. Recording Secretary by video, Bonnie Sprinkling.

The meeting was called to order at 7:07 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Mayor Ranns and Councillor Little that the Committee approve the agenda as presented.

Carried

2. Public Participation

Johnny Carline, Resident, thanked the Council members who participated at the benefit event in support of Ukraine.

Rachel French-de-Mejia, Resident, requested an update on the bylaw enforcement as to the permanent stairs and platform in a covenanted foreshore area of Annie Jackson Place.

Nicole Shukin, resident, read and submitted a letter to the Committee reviewing the key findings from a Freedom of Information request on the Buffer Lands, the lands received in the land swap with Sc'ianew First Nation. Ms. Shukin requested that the Planning Committee ask staff for information on the District's response to Langford's query, that the District commit to a date for public consultation as to the future of the buffer lands, and that Council pass a resolution to honour the sections of the 2017 Reconciliation Agreement that pertain to the Buffer Land and section 95 and 28.

Bev Bacon, Resident, expressed her concern that most of Metchosin does not know that the development of 4696 Beckingham Road is coming up and stated that piped water would be a plus to the other people on Kangaroo Road.

Kathy Saluke, Resident, expressed her concern as to the Buffer Land disclosures in the Freedom of Information request and the use of the public lands without public and Council discussion.

Councillor Little publicly stated that she did not know about any of this until the agreement was brought forward to an in-camera meeting in September, and further stated that it was unfortunate that she was not at that meeting because the in-camera meeting was moved from the Monday night to the Friday when she was onboard a ferry escorting her sister back from surgery, Council knew about that. She then stated she did not find out about it till the next meeting and she had no prior knowledge that the Buffer Lands were ever going to be sold or a connection to any of that and said it was important to state this.

Selby Saluke, Resident, read a letter from Steve Gray, Resident, in which he urged Council to place a formal moratorium until October 15, 2022 on any transactions to do with the Buffer Land and to begin a public consultation process on the Buffer Land by scheduling a public information meeting to be held next month.

3. Adoption of the Minutes

Moved and Seconded by Councillors Epp and MacKinnon that Council adopt the minutes of the Planning Committee meeting May 30, 2022, as presented.

Carried

4. Reports

a) DRAFT Bylaw Enforcement Policy PR-100.21

Councillor Kahakauwila gave a brief overview of the staff report regarding the draft *Bylaw Enforcement Policy PR-100.21*. The Committee reviewed the track changes in the document provided and:

- Acknowledged the comments received in section "Background" in regard to allocating funds to bylaw enforcement and stated the matter may be discussed at budget time;
- Agreed to add in Section 2.a.i. the suggested wording "shall not be disclosed";
- Requested further information as to the wording in Section C to include reference to "Best Practices" in relation to investigations of complaints;
- Agreed to add in first paragraph in Section D the suggested sentence;
- Agreed to add in Section D.1. the suggested "Voluntary Compliance" except for the last sentence "Voluntary compliance may not be appropriate when a property owner should have reasonably known that the action in question is a bylaw offence.".
- Agreed not to add in Section D.1. the suggested "Compliance Timelines".
- Agreed to add in Section D.3. "Ticketing" the suggested sentence.
- Agreed to change in Section 4. the reference to "he or she" to "they or them".
- Agreed not to add in Section 2.a.ii "including authorizing tickets".
- Agreed to structural change to document:
    - Section C to be titled "Investigation" and Section D to be titled "Compliance Proceedings
    - Add between Section D.1 and D.2 a new section to be titled "Enforcement Proceedings" and renumber following sections accordingly
- Agreed to edits to document:
    - change under "Policy Statement" in second paragraph, first sentence and under "Background" in last sentence, the word "necessitates" to "necessitate".
    - change in Section A. "Objectives" by moving "; and" in sub-section 4. To the end of sub-section 5;
    - change in Section D.3.iii to be "There is a risk to public safety".
    - change in Section E.1.a. to be "environmental impact" (lower case)

The Committee thanked the public and APRM and the presentation of tracked changes in the review.

Moved and Seconded by Councillors Epp and Mayor Ranns that the Committee:

1. Request staff incorporate the Committee's changes to *Bylaw Enforcement Policy PR-100.20* and to provide an updated version with tracked changes to Council for consideration at an upcoming Council meeting; and to
2. Recommend to Council that *Bylaw Enforcement Policy PR-100.20* be repealed and replaced with *Bylaw Enforcement Policy PR-100.21*.

Carried

5. Correspondence

a) Steve Gray, Liability Issues and Municipal Alcohol Policy – Mile Zero Brewing

ACTION ITEM: Councillor Kahakauwila to discuss with the District Planner the legal implications to the municipality as to implied liability under the Policy.

Moved and Seconded by Mayor Ranns and Councillor Little that the Committee receive the correspondence.

Carried

6. Other Business

a) 2022-2023 West Shore Parks and Recreation Society Fees and Charges

Moved and Seconded by Councillors MacKinnon and Mayor Ranns that the Committee receive the 2022-2023 West Shore Parks and Recreation Society Fees and Charges.

Carried

7. Adjournment

Moved and Seconded by Mayor Ranns and Councillor Little that the Committee adjourn the meeting at 8:05 p.m.

Carried

Certified Correct

_____ _____

Chair **Corporate Officer**

District of Metchosin

Minutes
Planning Committee Meeting
July 18, 2022 at 7:00 p.m.

Council Chamber
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Mayor Ranns in the Chair, Councillors MacKinnon, Epp. and Little. Also present was L. Urlacher, CAO and Recording Secretary, Bonnie Sprinkling.

Regrets: Councillor Kahakauwila

The meeting was called to order at 7:49 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Councillors MacKinnon and Little that the Committee approve the agenda as presented.

Carried

2. Public Participation

Johnny Carline, Resident
1. Spoke as to the cricket pitch application and thanked the District Planner for the work on it.
2. Explained why a paved surface is required for the pitch

Nicole Shukin, Residents, spoke as to the Planning Committee minutes of June 13, 2022 and Councillor Little's remarks to be included.

3. Adoption of the Minutes

Moved and Seconded by Councillors MacKinnon and Little that the Committee adopt the minutes of the Planning Committee meeting June 13, 2022 with the addition of Councillor Little's comments of June 13 2022 as to her awareness of the sale of the buffer lands.

Carried

4. Reports

a) Staff Report, Authorization for Non-Farm Use Application to Proceed, 4450 Happy Valley Road

The Committee discussed the staff report regarding the Authorization for Non-Farm Use Application to Proceed, 4450 Happy Valley Road.

Councillor Little stated this that has been a long process for this group and that they are a good group to have on municipal lands and supports the surfacing of the pitch for safety reasons. Councillor Little requested that the motion be moved to the Council meeting tonight.

Councillor MacKinnon would like to see the granting of the $750 be discussed separately from the motion to authorize the application to proceed to the ALR. Mayor Ranns stated that he as Chair would separate the two issues.

Moved and Seconded by Councillors Little and MacKinnon that the Committee recommend Council authorize the application to proceed to the Agricultural Land Commission with a recommendation for approval.

Carried

The Committee discussed the granting of $750 to the Cricket Club:

- Requests for funds usually come to Grants for consideration
- The Cricket Club would have to wait a year to apply for a grant
- The funds are to offset the Agricultural Land Commission application fee as it is for the works on municipal lands

Moved and Seconded by Councillors Epp and Little that the Committee confirm granting of $750 to the Metchosin Cricket Club.

Carried
Opposed by Councillor MacKinnon

b) Staff Report, Request for Development Variance Permit, 4252 Metchosin Road

The Committee discussed the staff report for the request for Development Variance Permit, 4252 Metchosin Road.

ACTION ITEM: Staff to arrange for Council to have a site visit prior to the next meeting. It was noted that there was a past bylaw investigation on the subject property and that the variance is to bring the structure into compliance.

Moved and Seconded by Councillors MacKinnon and Little that the Committee request that staff send notices to landowners within 60m of the property information them of the application and the August 22, 2022 Council meeting when issuance of the permit will be considered.

Carried

c) Councillor's Update

The Committee received the Councillor's Update for information.

5. Adjournment

Moved and Seconded by Councillors MacKinnon and Epp that the Committee adjourn the meeting at 8:10 p.m.

Carried

Certified Correct

_____ _____

Chair **Corporate Officer**

District of Metchosin

Minutes
Parks Committee Meeting
June 13, 2022 at 7:00 p.m.

Council Chamber
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Little in the Chair, Mayor Ranns, Councillors Kahakauwila, McKinnon (Via Telephone), and Epp. Recording Secretary by video, Bonnie Sprinkling.

The meeting was called to order at 8:08 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Councillors Kahakauwila and Mayor Ranns that the Committee approve the agenda as amended with the addition of the Supplementary Package, under Presentations, Metchosin Museum Society – Recent Upgrades to the Barn Museum and Schoolhouse Museum and Community Garden Proposal under Business Arising.

Carried

2. Presentations

a) Jim MacPherson, Metchosin Museum Society – Recent Upgrades to the Barn Museum and Schoolhouse Museum

Jim MacPherson, from the Metchosin Museum Society gave a brief presentation on the Metchosin Schoolhouse Museum transformation that has been happening over the past two years by Metchosin volunteers donating countless hours. Mr. MacPherson commented on monies received for the project, challenges faced during the renovations, works that needed to be done by professionals, and the exceptional work done by the Project Manager, Bob Burgis. Mr. MacPherson stated that refurbishment of the schoolhouse was accompanied by a drastic change in the vision of the Schoolhouse Museum and a change in focus of the landscaping. Mr. MacPherson thanked all the volunteers that helped during the project, including the Metchosin Fire Department and the Public Works Department.

The Committee thanked all the members of Metchosin Museum Society for their enormous work on the project.

3. Public Participation

Jennifer Burgess, Resident, thanked Jim MacPherson for his work on grant applications for the schoolhouse project. Ms. Burgess stated that she was previously the organizer of the Friends of Blaney Trail, which is now a municipal park, and that there might be volunteers available to continue maintaining the trail. Ms. Burgess requested that the youth volunteers be paid for their work on the trail.

ACTION ITEM: To refer the request for payment of Blaney Trail youth volunteers to the next Finance and Environment Committee meeting.

Shelly Donaldson, Resident, thanked the APRM for the presentation on municipal government at a recent meeting, the Parks Committee Chair and the Metchosin Museum Society. Ms. Donaldson inquired as to when to expect the public engagement as to the Beckingham development proposal. Mr. Donaldson also inquired if the District would be looking at a possible a ban of herbicides and pesticides.

4. Adoption of Minutes

Moved and Seconded by Councillors Kahakauwila and Epp that the Committee adopt the minutes of the Parks Committee meeting held on April 11, 2022.

Carried

5. Receipt of Minutes

Moved and Seconded by Councillors Little and Kahakauwila that the Committee receive the minutes of the Parks and Trails Advisory Select committee, May 17, 2022.

Carried

6. Business Arising

a) APRM Horseshoe Proposal

The Committee discussed the community garden proposal, including:

- ALR approval would be required

Moved and Seconded by Councillors Kahakauwila and Mayor Ranns that the Committee refer the proposal to staff for a report on the request by the APRM to develop a set of three horseshoe 'pits' in a small section of land north of the Municipal Hall.

Carried

b) Community Garden Proposal

The Committee discussed the community garden proposal, including:

- the Committee requires a more detailed proposal to consider the requests and permissions
- ALR approval would be required
- the need to determine who would be responsible for the self-governance of the community garden
- siting of the gardens and public support for proposal

Shelly Donaldson, resident, spoke to the application and the possibility of becoming a Society to govern the community garden.

Moved and Seconded by Councillors Epp and Mayor Ranns that the Committee refer to staff the proposal for the Court Gardens community gardens on Municipal Hall lands. **Amended**

Moved and Seconded by Councillors Councillor and Mayor Ranns that the Committee refer the request for the community garden to staff and to the organizers of the Court Gardens to provide a more detailed plan, including the system of self-governance, for consideration at a subsequent Committee meeting.

Carried

7. Reports

a) DRAFT Animal Control Amendment Bylaw, No. 676

Moved and Seconded by Councillors Kahakauwila and Epp that the *Draft Animal Control Amendment Bylaw, 2002, No. 676* be referred to CRD Bylaw and Animal Care Services for their review and comments.

Carried

b) Councillors Update

Councillor Little presented her Councillors Update and it was received for information.

Signage from Weir Beach to Taylor Beach along the foreshore

Councillor Little gave a brief history of the actions taken to date regarding signage from Weir Beach to Taylor Beach along the foreshore and recommended that the Committee move forward to finalize this item, the following was discussed:

- Site visit showed the proposed location for the signs on municipal property
- Need to determine the right of the municipality to define boundary lines in relation
- Need for a legal opinion on placing the signs
- Request for sign template that could be purchased by residents for private property

Moved and Seconded by Mayor Ranns and Councillor Kahakauwila that the Committee refer this matter back to the next Council In Camera meeting upon receipt of legal opinion.

Carried

Agricultural Forum

Councillor Little advised the Committee that the Agricultural Forum was held on April 29th, 2022 and the results are being collated as the first steps for the Agricultural Plan for the District of Metchosin.

Metchosin Museum Society

The Committee discussed the recent renovations and upgrades to the Metchosin Museum Society, Councillor Little asked the Committee to support sending a letter of appreciation to the Metchosin Museum Society for the enormous efforts towards the restoration in the past 3 years.

Moved and Seconded by Councillors Kahakauwila and Mayor Ranns that the Committee direct staff to look into a plaque thanking the Metchosin Museum Society for the enormous efforts towards the restoration of the Metchosin School House over the past 3 years and include the names of volunteers and which would be placed on both the school museum and the barn.

Carried

c) Victoria Family Court & Youth Justice Committee

Councillor Little gave a brief overview of the update and summary of the CRD review from 2019 to 2022 for information purposes.

8. Correspondence

a) Leanne Kirby, New Fencing at Devonian Park

The Committee received the correspondence from Leanne Kirby regarding new fencing at Devonian Park.

b) Scott Dolff, New Pears Road Trail

The Committee received the correspondence from Scott Dolff regarding new the new Pears Road trail.

c) George Evans, Community Gardens

The Committee received the correspondence from George Evans regarding a community garden in Metchosin.

d) Metchosin Museum Society Agenda/Correspondence

Councillor Little gave a brief overview of the information from the Metchosin Museum Society.

9. Adjourn

Moved and Seconded by Councillors Epp and Kahakauwila that the meeting be adjourned at 9:11 p.m.

Carried

Certified Correct:

_____
Chair

_____
Corporate Officer

District of Metchosin

Minutes
Parks Committee Meeting
July 18, 2022 at 7:00 p.m.

Council Chamber
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Little in the Chair, Mayor Ranns, Councillors McKinnon and Epp. Also present was L. Urlacher, CAO, Recording Secretary, Bonnie Sprinkling.

Regrets: Councillor Kahakauwila

The meeting was called to order at 9:17 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Councillors MacKinnon and Epp that the Committee approve the agenda as presented.

Carried

Meeting Recessed by the Chair at 9:18pm

Meeting Resumed by the Chair at 9:23pm

2. Public Participation

Thomas Cole, Resident, expressed his concerns as to 1500 Neild Road which is commercial development and has a temporary permit for a soft-side structure building which has heavy machinery in it. Mr. Cole stated that at one time a quarry was proposed, which does not require a licence from the municipality and asked the Committee to advise as to what is going on the property.

ACTION ITEM: The Committee Chair referred the matter of 1500 Neild Road to staff and noted that staff would directly communicate with Mr. Cole. It was further noted that this matter may be reported on the next Parks Agenda.

Shelly Donaldson, Resident, wanted to bring to attention that the road-side trail along Rocky Point is getting overgrown and needs mowing.

3. Adoption of Minutes

Moved and Seconded by Councillors MacKinnon and Epp that the Committee adopt the minutes of the Parks Committee meeting held on June 13, 2022.

Carried

4. Reports

a) Councillors Update

Councillor Little presented her Councillors Update and it was received for information.

Signage from Weir Beach to Taylor Beach along the foreshore

Councillor Little gave a brief history of the actions taken to date regarding signage from Weir Beach to Taylor Beach along the foreshore and recommended that the Committee move forward to finalize this item.

The Committee discussed:
- Placement of signs within District jurisdiction
- Payment and Maintenance of signs

Moved and Seconded by Councillors Little and MacKinnon that the Committee recommend Council approve:
1. Sign for Weir beach parking lot (at the end of Sandgate Road)
2. Sign on the eastern portion of Weir Beach (on rock face)
3. Sign for Taylor Beach parking lot (at the end of Taylor Road)
4. Request to Staff to send recommendation of signage to the CRD for placement at the end of the trail at Devonian Park.

Carried
Mayor Ranns opposed the motion

Metchosin Emergency Program Community Stakeholder Emergency Planning Meeting

Councillor Little attended the Metchosin Emergency Program Stakeholder Emergency Planning which was hosted by Metchosin Fire Department.

Metchosin Farmer's Market

The newly renovated Pioneer Museum is open for viewing, and the Old Barn Books is stocked with books for sale. Councillor Little encouraged the community to attend the Sunday Market to support local farmers, vendors, and craftspeople.

5. Correspondence

a) Metchosin Agricultural Forum Report, Agricultural Advisory Select Committee

Councillor Little provided an overview of the Draft Report on the Metchosin Agricultural Forum held April 29, 2022 at Bilston Creek Farm:

- About 44 people in the room at the time of vote to approve the development of an agricultural plan
- Grant applications will require an agricultural plan

Moved and Seconded by Councillors MacKinnon and Epp that the Committee receive the Metchosin Agricultural Forum Report for information.

Carried

b) Metchosin Museum Society, Request to construct portico on Pioneer Museum Building

Councillor Little provided an overview of the Metchosin Museum Society proposal to build a portico at the entrance to the Pioneer Museum and Old Barn Books and the following was discussed:

- the approval of the Farmer's Market has been received

Moved and Seconded by Councillors Little and MacKinnon that the Committee recommend Council approve the Metchosin Museum Society's request to construct a portico on the Pioneer Museum Building and refer the matter to staff for forwarding the request to the Agricultural Land Commission.

Carried

6. Adjourn

Moved and Seconded by Councillors MacKinnon and Epp that the meeting be adjourned at 9:41 p.m.

Carried

Certified Correct:

_____
Chair

_____
Corporate Officer

District of Metchosin

Minutes
Public Works Committee Meeting
June 13, 2022 at 7:00 p.m.

Council Chamber
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Epp in the Chair, Mayor Ranns, Councillors Kahakauwila, McKinnon (Via Telephone) and Little. Recording Secretary by video, Bonnie Sprinkling.

The meeting was called to order at 9:14 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Councillors Kahakauwila and Little that the Committee approve the agenda as presented.

Carried

2. Public Participation

Jennifer Burgess, resident, thanked the Committee for the flashing crossing signal at the school and requested a handicapped sign be placed on the fence. Ms. Burgess requested a handicapped sign as to parking by the old schoolhouse.

Patty Whitehouse, resident, commented on the new flashing light at Happy Valley Road.

Shelley Donaldson, resident, commended the Metchosin Fire Department volunteers for helping put out cones at the last two events in Metchosin to keep people safe.

3. Adoption of Minutes

Moved and Seconded by Councillors Kahakauwila and Little that the Committee adopt the minutes of the Public Works Committee meeting held on April 25, 2022, with the amendment of:

- Item 2.b. to remove bullet "Essentially looking at 1 police officer for every 875 residents. Metchosin looking at 6 police officers and one support staff" and replace it with "Essentially looking at 1 police officer for every 875 residents. Metchosin looking at 6 police officers and two support staff"; and
- Item 5.E. to remove "Action Item: Staff to investigate the use of parking lots in the village core area, particularly MyChosen Café parking lot and where the Broken Paddle is located." and replace it with "Action Item: Staff to investigate the use of parking lots in the village core area."

Carried

4. Reports

a) Councillors Update

Councillor Epp gave a verbal Councillors Update, including:

- The flashing crossing lights are now on the three entrances to the village area
- The Senior Association had a very successful Parisian Café
- The crossing lights and crosswalk at Glen Forest Way will be installed shortly
- ICBC has guaranteed $6,000 for two speed readers that will be ordered as soon as the water work has been completed on Rocky Point Road
- The Council trio performed at the benefit event for Ukraine and the concert raised about $3,000

5. Adjourn

Moved and Seconded by Councillors Little and Mackinnon that the meeting be adjourned at 9:20 p.m.

Carried

Certified Correct:

_____ _____

Chair **Corporate Officer**

District of Metchosin

Minutes
Parks Committee Meeting
July 18, 2022 at 7:00 p.m.

Council Chamber
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Little in the Chair, Mayor Ranns, Councillors McKinnon and Epp. Also present was L. Urlacher, CAO, Recording Secretary, Bonnie Sprinkling.

Regrets: Councillor Kahakauwila

The meeting was called to order at 9:17 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Councillors MacKinnon and Epp that the Committee approve the agenda as presented.

Carried

Meeting Recessed by the Chair at 9:18pm

Meeting Resumed by the Chair at 9:23pm

2. Public Participation

Thomas Cole, Resident, expressed his concerns as to 1500 Neild Road which is commercial development and has a temporary permit for a soft-side structure building which has heavy machinery in it. Mr. Cole stated that at one time a quarry was proposed, which does not require a licence from the municipality and asked the Committee to advise as to what is going on the property.

ACTION ITEM: The Committee Chair referred the matter of 1500 Neild Road to staff and noted that staff would directly communicate with Mr. Cole. It was further noted that this matter may be reported on the next Parks Agenda.

Shelly Donaldson, Resident, wanted to bring to attention that the road-side trail along Rocky Point is getting overgrown and needs mowing.

3. Adoption of Minutes

Moved and Seconded by Councillors MacKinnon and Epp that the Committee adopt the minutes of the Parks Committee meeting held on June 13, 2022.

Carried

4. Reports

a) Councillors Update

Councillor Little presented her Councillors Update and it was received for information.

Signage from Weir Beach to Taylor Beach along the foreshore

Councillor Little gave a brief history of the actions taken to date regarding signage from Weir Beach to Taylor Beach along the foreshore and recommended that the Committee move forward to finalize this item.

The Committee discussed:
- Placement of signs within District jurisdiction
- Payment and Maintenance of signs

Moved and Seconded by Councillors Little and MacKinnon that the Committee recommend Council approve:
1. Sign for Weir beach parking lot (at the end of Sandgate Road)
2. Sign on the eastern portion of Weir Beach (on rock face)
3. Sign for Taylor Beach parking lot (at the end of Taylor Road)
4. Request to Staff to send recommendation of signage to the CRD for placement at the end of the trail at Devonian Park.

Carried
Mayor Ranns opposed the motion

Metchosin Emergency Program Community Stakeholder Emergency Planning Meeting

Councillor Little attended the Metchosin Emergency Program Stakeholder Emergency Planning which was hosted by Metchosin Fire Department.

Metchosin Farmer's Market

The newly renovated Pioneer Museum is open for viewing, and the Old Barn Books is stocked with books for sale. Councillor Little encouraged the community to attend the Sunday Market to support local farmers, vendors, and craftspeople.

5. Correspondence

a) Metchosin Agricultural Forum Report, Agricultural Advisory Select Committee

Councillor Little provided an overview of the Draft Report on the Metchosin Agricultural Forum held April 29, 2022 at Bilston Creek Farm:

- About 44 people in the room at the time of vote to approve the development of an agricultural plan
- Grant applications will require an agricultural plan

Moved and Seconded by Councillors MacKinnon and Epp that the Committee receive the Metchosin Agricultural Forum Report for information.

Carried

b) Metchosin Museum Society, Request to construct portico on Pioneer Museum Building

Councillor Little provided an overview of the Metchosin Museum Society proposal to build a portico at the entrance to the Pioneer Museum and Old Barn Books and the following was discussed:

- the approval of the Farmer's Market has been received

Moved and Seconded by Councillors Little and MacKinnon that the Committee recommend Council approve the Metchosin Museum Society's request to construct a portico on the Pioneer Museum Building and refer the matter to staff for forwarding the request to the Agricultural Land Commission.

Carried

6. Adjourn

Moved and Seconded by Councillors MacKinnon and Epp that the meeting be adjourned at 9:41 p.m.

Carried

Certified Correct:

_____
Chair

_____
Corporate Officer

DISTRICT OF METCHOSIN

SUBJECT:	**COUNCIL** **Terms of Reference** **Environmental Advisory Select Committee (MEASC)**	**SECTION:**	**C-100**
		POLICY:	**C-100.72**
		COUNCIL:	**May 16, 2005**
		AMENDS:	

PURPOSE OF THE COMMITTEE

MEASC's role is to consider environmental matters and to report its findings and opinions to Council.

MEMBERSHIP

When making appointments to committees, Council will strive to ensure a balance of knowledge, abilities and interests. For MEASC, preference will be given to applicants having familiarity in some facet of environmental knowledge, including but not limited to: terrestrial, marine or freshwater biology, botany, hydrology, forestry, environmental restoration, environmental law, geology.

PROCEDURES & ADMINISTRATION

This committee is bound by the terms of Advisory Select Committee Bylaw No. 493, and by the terms of the District of Metchosin Council Procedure Bylaw. Additional procedures are outlined below:

1. Regular meetings will take place on the evening of the fourth Tuesday of every month, unless otherwise agreed by a majority of the members. Notice of meeting date changes will be provided to municipal staff as far in advance as possible.
2. The role of Recording Secretary may be shared by members on a rotating basis.
3. The committee will conduct periodic internal performance reviews to consider scope of activities and ensure continued effectiveness of the committee. Any concerns will be reported to Council.

FUNCTIONS AND ROLES

The Committee

1. Provide expert environmental advice and make analytical capacity available to District of Metchosin Council and staff, as requested.
2. Comment and make recommendations on matters that are referred to MEASC by Council or staff.
3. Inform Council about general and specific environmental issues affecting the District.
4. Recommend to Council and staff procedures and processes to effectively promote and protect the District's environmental resources.
5. Maintain current knowledge of the Official Community Plan and other applicable or related bylaws, and make recommendations accordingly, when requested.
6. Develop appropriate tools to expedite assessments, enable effective retrospective project analysis, and monitor MEASC performance.
7. Identify emerging environmental trends or issues within the District, and bring these to Council's attention, through the minutes of the committee, in order to seek authorization for further investigation.
8. Coordinate, when required, with other select committees.

SUBJECT:	**COUNCIL** **Terms of Reference** **Environmental Advisory Select Committee (MEASC)**	**SECTION:**	**C-100**
		POLICY:	**C-100.72**
		COUNCIL:	**May 16, 2005**
		AMENDS:	

The Chair

1. Arrange for access to the municipal office on meeting nights.
2. Ensure order at committee meetings.
3. Lead the committee in carrying out its Terms of Reference.
4. Attend standing committee or Council meetings when required to speak on behalf of the advisory select committee's recommendations.
5. When appropriate, delegate work to Committee members and/or establish subcommittees for specific tasks.
6. Liaison with staff
   a. Review agenda prior to the committee meeting and advise staff if additional information is required by the committee
   b. Track postponed issues to ensure that they are dealt with
   c. Clarify questions that may arise at the committee meetings
   d. Advise staff if a meeting is cancelled or rescheduled
   e. Advise staff of every meeting called
   f. Provide staff with copies of any additional agenda items.

Committee Members

1. Read the information in the agenda packages.
2. Attend meetings regularly.
3. Contact the Chair if there is material missing from the agenda, or more information is required.
4. Attend and participate in the discussions at advisory select committee meetings.
5. Participate in site inspections with the appropriate approvals.
6. Advise staff of any changes in contact information.

NOTE TO COMMITTEE

Council appreciates the valuable expertise and specialized input of its advisory committees. However, when committee recommendations are considered at the Council table, issues must often be considered in a wider context; Council, therefore, reserves the right to vary or not endorse recommendations from its advisory committees.