DISTRICT OF METCHOSIN
AGENDA

ENVIRONMENTAL ADVISORY SELECT COMMITTEE MEETING

May 23, 2023 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, March 28, 2023 1
b) Environmental Advisory Select Committee, April 5, 2023 5
c) Environmental Advisory Select Committee, April 25, 2023 9

5. Review of the Minutes

Council & Standing Committee Minutes
https://www.metchosin.ca/council/council-meetings/agendas-minutes

a) Council Meeting: April 24 and May 1, 2023 13
b) Finance Committee: May 1, 2023 25
c) Environment and Natural Areas Committee: April 17, April 25, and May 8, 2023 29
d) Community Planning Committee: April 17 and May 8, 2023 39
e) Public Works and Protective Services Committee: April 17 and May 8, 2023 47

Advisory Committee Minutes
https://www.metchosin.ca/council/advisory-committees

a) Agricultural Advisory Select Committee
b) Buffer Land Working Group
c) Parks & Trails Advisory Select Committee

6. Business Arising from the Minutes

a) Metchosin Climate Action Plan – Council-Pinna Sustainability Workshop
b) Improving Representation of WCMRC's GSR's in Sc'ianew Territory and Metchosin
c) Developing onshore spill response plans for Beecher Bay and Metchosin
d) Buffer Lands Stormwater Management Planning

7. New Business

a) BCEAO Condition 39 – Existing Shorelines Conditions Report (Backgrounder) 53

8. Reports

9. Correspondence

10. Adjournment and next meeting

DISTRICT OF METCHOSIN
Minutes

ENVIRONMENTAL ADVISORY SELECT COMMITTEE MEETING

Tuesday, March 28, 2023 at 7:00 pm
COUNCIL CHAMBER, MUNICIPAL HALL

Present: Councillor Steve Gray, Ric Perron (Chair), Merrilee Hoen (recorder), Andy MacKinnon, Bill Cave, Anna Hall, Garry Fletcher, Erin Van de Water

Regrets: None

Guests: Nicole Shukin (Friends of the Metchosin Buffer Land), Alison LeDuc (Bilston Watershed Habitat Protection Association)

The meeting was called to order at 7:05 pm

1. **Agenda, Additions and Approval**
Moved and seconded by Andy and Erin that the Committee approve the agenda with the additions of a Councilor's Update and the discussion of a committee chair replacement.

Carried

2. **Presentations:**
Nicole Shukin gave a presentation titled "Green Infrastructure" where she outlined a proposal for a Swale and Trail system for the buffer lands to handle stormwater from the Centre Mountain development site. The proposal is to have a swale in tandem with a trail along a two kilometer section of the Metchosin Langford border. The swale would provide bio-filtration for the stormwater and the trail would help keep people from wandering through the buffer land. The trail could be connected to the Galloping Goose to become part of the regional trail system. Andy commented that a swale would not necessarily provide any better water management than the forest that is already there and did not recommend altering the forest for this purpose. Management would be needed on the Langford side and that is unlikely without developer cooperation. The Bilston Watershed Habitat Protection Association and Friends of the Metchosin Buffer Land are planning where to next make the presentation. Meeting with the developer is a possibility.

3. **Public Participation:** None.

4. **Adoption of Minutes**
Moved and Seconded by Andy and Steve that the minutes of the Metchosin Environmental Advisory Select Committee meeting held on February 28, 2023 be approved.

Carried

5. **Receipt of Minutes**

Council & Standing Committee Minutes
Moved and Seconded by Steve and Bill that the Committee receive the Council & Standing Committee Minutes for information.

Carried

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

Carried

6. Business Arising from the Minutes

a) Councillor's Update
The climate change survey designed by Pinna was available on the Metchosin municipal website from March 3rd to 23rd. The results are now being compiled. The purpose of the survey was to gauge the community's feelings about climate change, what they care about and what they would be willing to do. Merrilee and Andy will assist Steve in providing direction on this project.

Invasive species: rabbits. The District is engaging a contractor to remove rabbits from the downtown core. Steve noted that bullfrog control is an on-going budget item. CRD Parks is providing training on archaeology awareness for volunteers engaged in invasive plant removal in various locations within Metchosin.

Budget: The shoreline plan has been moved to next year's budget. This is noted as a future issue for consideration by MEASC. Some funding for a hydrologist to assist the buffer land detention pond work has been added to the budget.

The MEASC annual report prepared by Ric is now in the hands of staff for incorporation into the overall District annual report.

b) Draft Response to Trans Mountain Letter
Garry has prepared a draft letter to inform the BC Environment Assessment Office (EAO) about our concerns with TransMountain's response to the Mayor's letter on EAO Condition 35.
Moved and Seconded by Andy and Ric that Steve and Garry will revise the letter further and forward it to Council with a recommendation that Council send the letter to the EAO.

Carried

c) Buffer Lands Stormwater Management Planning
Steve has recommended the following points for inclusion in any policy that Council may adopt concerning major stormwater management projects:

1. minimize removal of trees
2. minimize destruction of environmentally sensitive features
3. maximum absorption of water into the ground
4. control volume so that post development flow is no greater than pre-development flow
5. measures to reduce turbidity and minimize contaminants
6. other environmental concerns identified by MEASC

d) Coastal Marine Strategies, BC Gov't Intentions Paper
The Environment Standing Committee reviewed a draft response and supporting documents prepared by staff and directed that it be rewritten so the cover letter highlights concerns and priorities identified in the supporting documents: Members of MEASC were encouraged to send

their own letters. One criticism is that the Intentions Paper doesn't address the effects of land based activities on the oceans.

e) Shoreline Spill Response within Metchosin
MEASC will meet with Metchosin Fire Chief Stephanie Dunlop and Michael Campbell, who works with WCMRC at Beecher Bay in the Council Chambers on April 5, 2023.at 7:00pm to discuss the local Metchosin Spill Response.

7. New Business:

a) MEASC Liaison Member on the Buffer Land Working Group
Erin, Anna and Andy expressed interest but it will depend on the number of meetings and the night of the week as to who will be able to attend.

b) Committee Chair
Garry Fletcher will assume the position of Chair starting May 1, 2023 to replace Ric Perron who will be away for an extended period.

8. Reports: none

9. Correspondence: none

10. Adjournment and Next Meeting Date

Moved and Seconded by Rick and Erin that the Committee adjourn the meeting at 9:05 pm.

Carried

Next meeting date: Tuesday, April 25, 2023 at 7:00pm, Council Chambers

District of Metchosin

Minutes
Environmental Advisory Select Committee
Wednesday, April 5, 2023 at 7:00 P.M.
Council Chambers
Metchosin Municipal Hall

Present: Bill Cave, Garry Fletcher, Councillor Steve Gray, Anna Hall, Merrilee Hoen, Andy MacKinnon (recorder), Ric Perron (Chair)

Regrets: Erin Van de Water

Guests: Members of the Spill Response Team from Beecher Bay (Clarence Campbell, Michael Campbell, Tavion Charles, Tim Charles) and Fire Chief Stephanie Dunlop

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

1. Agenda, Additions and Approval

Moved and Seconded by Andy and Ric that the Committee approve the agenda as presented.
Carried

2. Public Participation

3. Reports

a) Metchosin Spill Response
• Chief Dunlop and Michael Campbell

Most of the meeting was occupied with discussing two topics: improving representation of Western Canada Marine Response Corporation (WCMRC)'s Geographic Response Strategies (GRS's) in Scia'new Territory and in Metchosin; and the importance of developing on-shore spill response plans for the two communities.

b) Improving representation of WCMRC's GRS's in Scia'new Territory and in Metchosin

For improving representation of WCMRC's GRS's in Scia'new Territory and in Metchosin:

- Both Beecher Bay and Metchosin believe that currently identified GRS's in their communities are inadequate, and don't represent all of the important locations that must be protected in the event of a spill.
- Beecher Bay (Michael Campbell, lead) is working on identifying the additional GRS's that they feel WCMRC must add to their strategic plans. They're looking at these for Scia'new Territory, and beyond (areas where a spill might impact Scia'new Territory).

- District of Metchosin is scheduling a workshop with WCMRC (Michael Lowry) and MEASC members (Garry Fletcher, Anna Hall, Andy MacKinnon) to do the same.
- As Beecher Bay and Metchosin are both working on identifying additional GRS's for WCMRC, and as Scia'new Territory overlaps almost completely with Metchosin's shoreline (they're considering areas as far as Albert Head), we should identify opportunities to work together.
- As Metchosin has a workshop scheduled with WCMRC later this month, to discuss adding GRS's to their plans, it makes sense to have Beecher Bay representatives at that workshop, and to present our GRS's together to WCMRC.

Action Items:

- Michael Campbell (Beecher Bay) and Garry Fletcher (MEASC) to coordinate activities in identifying GRS's.
- Garry, Anna & Andy to reach out to WCMRC (Michael Lowry) and let him know that Beecher Bay and Metchosin are working together to identify additional GRS's, and that representatives from Beecher Bay will join us at our workshop.

c) Developing on-shore spill response plans for Beecher Bay and Metchosin

For the importance of developing on-shore spill response plans for the two communities:

- Coast Guard and (for petroleum tankers) WCMRC are responsible for dealing with spills when they're on the water. But both Beecher Bay and Metchosin share a concern about how these spills get dealt with when they reach the shoreline.
- In the event of a spill, we need to ensure that there's a protocol in place that would have Coast Guard and/or WCMRC quickly alert our two communities.
- We need plans in place for how our communities will respond to a spill. Stephanie developed a draft Shoreline Spill Response Plan some years ago; that might be a good starting point.
- Tim Charles described a training plan that some of Beecher Bay's Emergency Response members had taken: Shoreline Clean-up Assessment Technique (SCAT).
- Again, it's recommended that our two communities work together to develop a shoreline spill response plan.

Action Items:

- MEASC recommends that Metchosin Mayor and Council reach out to Beecher Bay Chief and Council and reach agreement on jointly developing a shoreline spill response plan.
- Assuming that such agreement can be reached, MEASC recommends that Council identify Stephanie Dunlop (with the support of MEASC) as the Metchosin lead for developing this plan.

d) Additional areas of concern

Some additional areas of concern raised during the meeting:

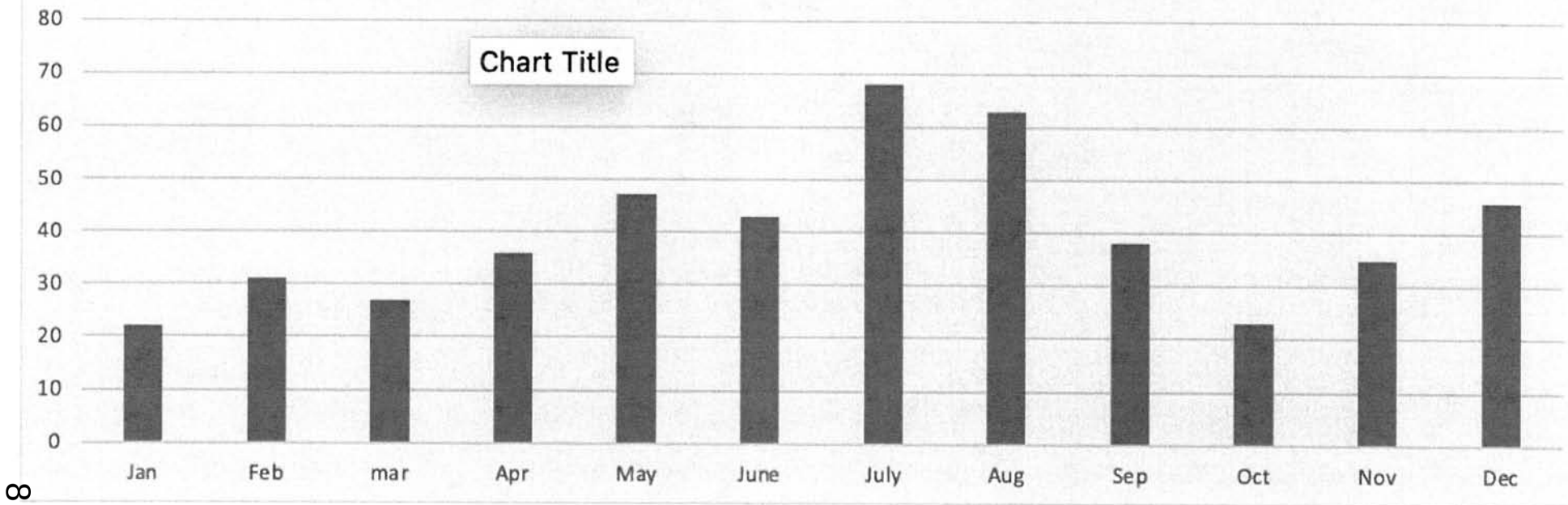
- Garry Fletcher presented two handouts (attached) that showed the effects of wind and currents on when WCMRC could respond to a spill. The red lines (wind) and white arrows (current) indicate when wind or currents are too great (wind speed >28 km/h, current >3 knots) for WCMRC to respond to spills. Perhaps Metchosin Council should consider asking Transport Canada to direct oil tankers to not transit our coastline when wind or current are too high for a WCMRC spill response.
- Petroleum spills travel at 100% of the current speed, plus 5% of the wind speed.
- Stephanie Dunlop emphasized the importance of having a response on-site in the first hour (the "Golden Hour"), and how the mandate of WCMRC and Coast Guard is to be on-site within 3 hours. There was a discussion about how to involve experienced local mariners with skookum boats. There are concerns about how to ensure insurance and cover liability.

4. Adjournment and next meeting

The meeting adjourned at 8:20 p.m.
The next scheduled MEASC meeting is Tuesday April 25 at 7:00 p.m.

greater at the eastern entrance of the Strait of Juan de Fuca

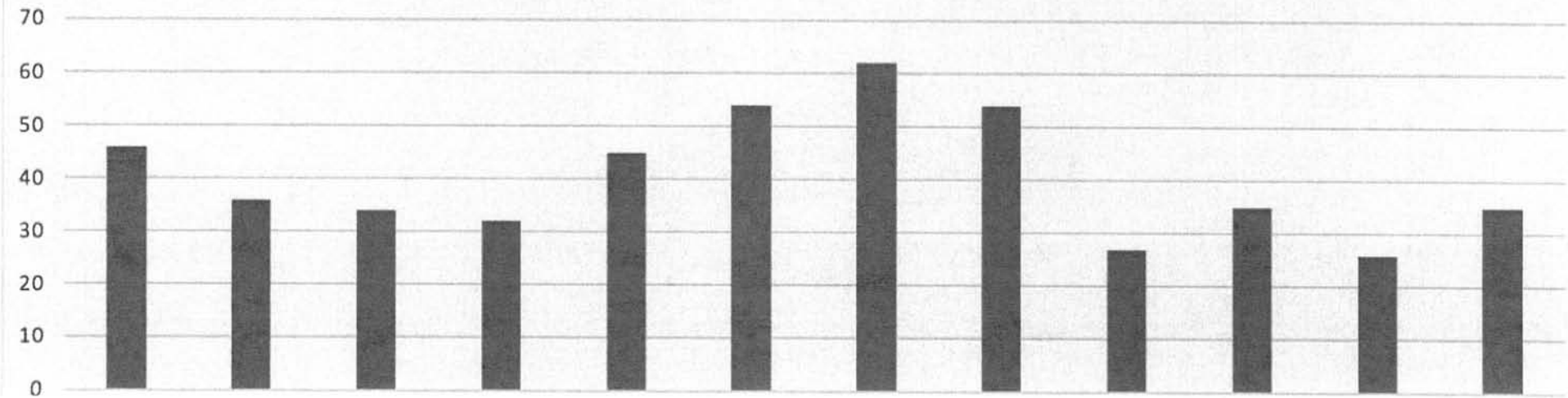
(as measured by Environment Canada at Race Rocks)



8

% of time per month in 2020 when wind speed was 28k/hr or greater at the eastern entrance of the Strait of Juan de Fuca

(as measured by Environment Canada at Race Rocks)



District of Metchosin

Minutes
Environmental Advisory Select Committee Meeting
Tuesday, 25 April, 2023 at 7:00 P.M.
Council Chamber
Metchosin Municipal Hall

Present: Councillor Steve Gray, Andy MacKinnon (by phone), Bill Cave, Merrilee Hoen (recorder), Garry Fletcher, Ric Perron (Chair), Erin Van de Water

Regrets: Anna Hall

Ric presented an overview of MEASC's work as an update for the members of the public.

The meeting was called to order at 7:10 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Bill and Erin that the Committee approve the agenda as presented.

Carried

2. Presentations: None

3. Public Participation: see below

4. Adoption of Minutes

Moved and Seconded by Steve and Ric that the Committee approve the minutes of the Environmental Advisory Select Committee meeting held on March 28, 2023 and April 5, 2023.

Carried

5. Review of Minutes

a) Council and Standing Committee Minutes

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

Carried

b) Advisory Committee Minutes

Moved and Seconded by Steve and Garry that the Committee receive the Advisory Committee Minutes for information. Andy noted that the Advisory Committee minutes were not included in the agenda package.

Carried

6. Business Arising from the Minutes

(a) MEASC Representative(s) sitting on the Buffer Land Working Group
Anna Hall will join the group. Andy MacKinnon and Erin Van de Water will be the alternates

when Anna is not available.

7. New Business: None

8. Reports

(a) Metchosin Climate Action Plan – Council-Pinna Sustainability Workshop

Steve gave a summary of the Workshop that took place earlier in the day, showed some of the slides and reviewed Pinna's proposed plan for the benefit of the audience. Public participation followed (see below).

9. Correspondence: None

10. Adjournment and Next Meeting Date

Moved and Seconded by Steve and Ric that the Committee adjourn the meeting at 9:06 p.m.

Carried

The next meeting will be held on Tuesday, 30 May, 2023 at 7:00 p.m.

Public Participation

All participants were Metchosin residents.

Andy Greenslade pointed out the lack of consideration of new technologies and innovation within the four focus areas of the Pinna draft plan.

Bill Cave suggested that anything that Metchosin District can't do, the people should advocate with government to bring in.

Ric Perron will write Council a letter with recommendations that Metchosin not go ahead with replacing the EV chargers. He also made comments about the high environmental costs of EVs and solar panels.

Andy MacKinnon told us about his research two years ago into replacing the EV stations including charging costs and the role of companies who could supply the stations. No follow up was done at that time.

Nicole Lalonde presented the idea of having a solar powered EV charger at the Park and Ride facility at St. Mary's church. She suggested a smaller, shuttle bus to move to move people to the exchanges from the Park and Ride areas.

Alison LeDuc spoke about the Transit On-demand concept and mentioned Bowen Island where a pilot project is in place.

Bev Bacon suggested investigation into whether Transit could pick people up at their driveways. She presented a critique of the draft plan. She wants to see well defined objectives and the steps to get there in the final draft with specific emphasis on ecosystems, water conservation and active transportation. Bev mentioned that grasslands are better at sequestering carbon than forests.

Garry Fletcher indicated that forests should be enhanced in addition to the preservation of forests.

Nicole Shukin suggested changes in zoning (down zoning, ecological restoration zoning) in support of preservation of large forested areas and she wants to find out the status of the ferry from Royal Bay to down town.

Alison LeDuc wants to have some Metchosin designated parking spaces at Royal Bay but there are no planned Park and Ride areas there.

Nicole Lalonde suggested a community bus to pool rides for regular trips such as grocery shopping.

Nicole Shukin suggested finding the "carrying capacity" of Metchosin.

Nicole Lalonde likes the idea of working with partners e.g. APRM, Metchosin Foundation. Conventional covenants are expensive so perhaps some other types of covenants could be created to facilitate preservation of larger swathes of land especially adjacent to public land.

Katy Nelson emphasized the importance of oversight of covenants to make sure standards are upheld.

Alison LeDuc suggested arranging pilot projects to investigate ways to reduce the impact of fertilizer on nitrogen emissions and of manure on methane emissions.

Bev Bacon suggested rehearsals of heat dome and disaster responses e.g. fire trucks bringing water.

Nicole Shukin suggested the new fire hall be built as a model of green construction for the District.

Selby Saluke emphasized the importance of moving quickly. He wonders how we can engage the current group of Metchosin residents who don't feel the urgency of the situation.

Andy Greenslade felt the education of others must come from the community because it will be more meaningful than the many messages from government and media.

Nicole Shukin suggested a series of climate awareness talks by people such as the planner.

Bev Bacon suggested bringing back the quarterly newsletter from the District to all residents giving updates about climate actions.

Mike Ballard suggested getting a group of homes together to upgrade their e.g. insulation at once rather than applying for grants on an individual basis. He thought that contractors would offer a better price.

Tamara Ballard asked if it is possible to get money from the Infrastructure Grant to purchase property for a Metchosin park and ride in the Royal Bay area.

District of Metchosin

Minutes
Council Meeting
April 24, 2023 at 7:00 p.m.

Council Chamber
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Mayor Little in the Chair, Councillors Donaldson, Epp, Gray and Shukin. Also present was Sue-Lin Tarnowski, Interim CAO/Corporate Officer, Stephanie Dunlop, Fire Chief and Tina Hansen, Deputy Corporate Officer.

Moved and Seconded by Councillors Shukin and Donaldson that the public be excluded under section 90(1) of the *Community Charter* in order to consider:

(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;
(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 *[annual municipal report]*.

Carried

The closed portion of the meeting was called to order at 4:00 p.m.
The open portion of the meeting was called to order at 7:00 p.m.

Mayor Little took the opportunity to acknowledge that the Council meeting was taking place on the traditional territory of our neighbours the Sc'ianew First Nation and T'Sou-ke First Nation on whose land we live, work and play.

1. Agenda, Additions and Approval

Moved and Seconded by Councillors Gray and Shukin that Council approve the agenda as amended with the addition of the following:

- Supplemental Information, Correspondence from Bev Bacon, re: Rezoning for 4409 William Head Road
- New Business, Award of Contract, Metchosin School Washroom and Kitchen Renovation, RFP

Carried

2. Presentations

a) Lenora Lee, Partner, KPMG, District of Metchosin Draft 2022 Audited Financial Statements

Lenora Lee, Partner, KPMG provided an overview of the draft 2022 Audited Financial Statements. Ms. Lee stated that KPMG have completed the audit of the District of Metchosin's financial statements, and they have prepared a clean and unqualified audit report indicating that there were no material misstatements within the financial statements.

A discussion between Council and Ms. Lee noted the following:

- KPMG did not note any significant or material control deficiencies with the audit
- RCMP costs related to the RCMP Service Agreement signed in 2023 for services in 2022
- District received a clean and unqualified opinion on the audit

Mayor little took the opportunity to thank Ms. Lee and her staff at KPMG for their work during the audit.

b) Superintendent Todd Preston, West Shore RCMP, Policing Priorities

Supt. Preston provided an overview of the West Shore RCMP 2022 Annual Report and provided statistics on callouts (complaints) specific to Metchosin for the months of March and April 2023. Supt. Preston addressed Council and members of the public as to costs and service levels around policing for Metchosin.

The floor was opened up for public questions and comments:

Ric Perron, resident inquired as to whether Metchosin would be responsible for policing costs associated with a shoot-out that may take place in Metchosin even if the perpetrators were to come from elsewhere such as the mainland.

Eric White, resident inquired as to whether Metchosin will have the same consistent West Shore RCMP members serving the community.

Nicole Shukin, resident, inquired as to medical marijuana and changes with federal legislation to determine where medical marijuana grow operations are located.

Council and Supt. Preston discussed the following related to Policing Priorities for Metchosin:

- Speeding in Metchosin, including in residential areas
- RCMP input on locations for lowering speed limits and installing traffic calming measures
- Timeline for establishing a West Shore RCMP Mental Health Team
- Vehicles that make excessive noise due to modified exhaust systems
- William Head Road past Pearson College Drive is a dangerous stretch of road
- Speed on Happy Valley Road between Winter and Lindholm Roads
- Domestic abuse, assault, and human trafficking
- Organized crime, enforcement, traffic safety, mental health, a police presence in the community

Bev Bacon, resident reported that high risk locations for motor vehicle incidents are in the vicinity of Lindholm at Happy Valley Roads and also Sooke and Kangaroo Roads.

Mayor Little took the opportunity to thank Supt. Preston for his attendance at the meeting.

3. Public Participation – NIL

4. Adoption of the Minutes

Moved and Seconded by Councillors Shukin and Donaldson that Council adopt the minutes of the Council meeting held April 3, 2023.

Carried

5. Receipt of Minutes

Moved and Seconded by Councillors Donaldson and Gray that Council receive the minutes of the Finance Committee meeting held April 3, 2023.

Carried

Moved and Seconded by Councillors Donaldson and Gray that Council receive the minutes of the Special Finance Committee Budget meeting, held April 3, 2023.

Carried

Moved and Seconded by Councillors Donaldson and Epp that Council receive the minutes of the Special Finance Committee Budget meeting, held April 13, 2023.

Carried

Moved and Seconded by Councillors Shukin and Gray that Council receive the minutes of the Community Planning Committee meeting, held April 17, 2023.

Carried

Moved and Seconded by Councillors Gray and Epp that Council receive the minutes of the Environment and Natural Areas Committee meeting, held April 17, 2023.

Carried

Moved and Seconded by Councillors Epp and Gray that Council receive the minutes of the Public Works and Protective Services Committee meeting, held April 17, 2023.

Carried

6. Mayor's Report

Mayor Little reported on the following March 20, 2023 In-Camera meeting resolutions related to the Metchosin School Gymnasium Facility Booking Service Agreement.

that Council approve the Facility Booking Service Agreement with Instinct Training for a six-month term ending August 31, 2023 with the suggested modifications to the Service Agreement;
And that *Council authorize the Mayor and Interim CAO to execute the agreement;*
And further that *Council discuss fee options for the Metchosin School gymnasium at a later date.*

Mayor Little provided an overview of her Mayor's Update including the following:

- Local Leadership United Victoria
- Our Place Easter Lunch
- Province of BC increases Post-Secondary student financial aid and eases repayment program
- New Infrastructure Grants-Government of Canada; Colwood announcement for a new multi-use waterfront pathway
- AVICC 2023 Convention, attended a pollution control tour

7. Business Arising

a) Finance Committee Recommendations, April 3, 2023 meeting:

<u>Metchosin Community Garden Project Proposal</u>

Moved and Seconded by Councillors Donaldson and Shukin that Council approve in principle the stewardship of the land covered in brambles behind the tennis court at the Metchosin School site for a Community Garden pilot project;

And that Council request that as the Community Garden group expands, they explore options for the use of the land on the Metchosin School site along the fence line behind the bramble patch to the fence at the back of the field.

Carried

b) Community Planning Committee Recommendations, April 17, 2023 meeting:

Province of BC Housing Initiative

Moved and Seconded by Councillors Shukin and Donaldson that Council write a letter to Hon. Ravi Kahlon, Minister of Housing, respectfully advising of Council's concerns regarding the new provincial government's housing initiative;
And that the letter expresses Council's interest in working with the province on this issue.

Carried

Moved and Seconded by Councillors Shukin and Donaldson that Council reach out informally to our neighbouring rural municipalities, MLA Mitzi Dean, and the CRD, to explore other opportunities and stay active and informed on the BC government's new housing initiative.

Carried

Rezoning Application, 4409 William Head Road

Councillor Gray stated he does not believe he has a conflict of interest with this agenda item as his interests are seen in common with other electors generally, however, his property is immediately next door to 4409 William Head Road, and he is a registered owner of the Community Hall at 4401 William Head Road. It is possible a decision on this property will have an impact on its value and the value of adjacent properties. In order to avoid a perception of conflict of interest Councillor Gray left the meeting at 7:56 p.m.

Moved and Seconded by Councillors Shukin and Epp that Council does not require the property owner of 4409 William Head Road to host a public information meeting;
And that Council direct staff to refer the application to internal (including the Agricultural Advisory Select Committee) and external agencies for comment;
And that Council request staff to bring back the proposal and applicable land use bylaw amendment for consideration;
And further that Council attend a site visit of the property.

Carried

Councillor Gray returned to the meeting at 7:57 p.m.

North American Amateur Radio Field Day, Proposal and Request for Use of Metchosin Facilities

Moved and Seconded by Councillors Shukin and Epp that Council approve the use of the District facilities during the North American Amateur Radio Field Day June 25th and 26th, 2023.

Carried

c) Environment and Natural Areas Committee Recommendations, April 17, 2023 meeting:

Tanker Traffic Risks – Proposed letter to the Minister of Environment and Climate Change Strategy

Moved and Seconded by Councillors Gray and Donaldson that Council approve the attached draft letter on Tanker Traffic Risks with proposed amendments from the April 17, 2023 Environment and Natural Areas Committee meeting;
And that Council direct staff to send the letter to Hon. George Heyman, Minister of Environment and Climate Change Strategy.

Carried

8. Reports for Action

a) KPMG Draft Consolidated Financial Statements, Year Ended December 31, 2022

Moved and Seconded by Councillors Gray and Donaldson that Council approve the KPMG Audited Consolidated Finance Statements for the Year ended December 31, 2022.

Carried

9. Reports for Information

a) West Shore RCMP 2022 Annual Year End Report

Moved and Seconded by Councillors Shukin and Epp that Council receive the West Shore RCMP 2022 Annual Year End Report for information.

Carried

b) District of Metchosin Public Communication Report Statistics, March 2023

Moved and Seconded by Councillors Epp and Donaldson that Council receive the District of Metchosin Public Communication Report Statistics, March 2023 for information.

Carried

c) District of Metchosin Building Inspection Department Report, March 2023

Moved and Seconded by Councillors Shukin and Gray that Council receive the District of Metchosin Building Inspection Department Report, March 2023 for information.

Carried

d) Early Ford V-8 Club, Ford & Friends Car Show and Shine, staff verbal update

Staff provided a verbal update as to the Early Ford V-8 Club, Ford and Friends Car Show and Shine taking place in Metchosin on July 16, 2023. Staff noted that planning for the event continues including discussions on logistics for parking, vendor tent set-up, washroom facilities and power for speakers.

A discussion ensued as follows:

- Costs associated with rent and damage deposit
- Concerns regarding use of washrooms at the school; use portable toilets
- Food vendors
- Notifying neighbours
- Traffic control

10. Correspondence

a) Bev Bacon, re: Rezoning Application, 4409 William Head Road

Councillor Gray stated he does not believe he has a conflict of interest with this agenda item as his interests are seen in common with other electors generally, however, his property is immediately next door to 4409 William Head Road, and he is a registered owner of the Community Hall at 4401 William Head Road. It is possible a decision on this property will have an impact on its value and the value of adjacent properties. In order to avoid a perception of conflict of interest Councillor Gray left the meeting at 8:10 p.m.

Moved and Seconded by Councillors Shukin and Donaldson that Council receive the correspondence from Bev Bacon regarding the Rezoning application for 4409 William Head Road for information.

Carried

Councillor Gray returned to the meeting at 8:11 p.m.

11. Bylaws

b) Staff Report, Council Code of Conduct Bylaw No. 682

Moved and Seconded by Councillors Epp and Gray that Council give first reading to *Council Code of Conduct Bylaw No. 682.*

Carried

Council discussed:

- Part 1, Sections 8 through 12 as follows:
  - Council access to staff
  - Flexibility for the Mayor to seek legal counsel on certain issues
  - Flexibility for Council members to seek information from certain experts
  - Flexibility for Council members to connect with a contractor, tenderer, or proponent or consultant, in particular post-procurement process
  - Important to ensure that all Council members receive the same information through the CAO
- Election Activities, Sections 16 through 21
  - S. 21 Remove "and their staff"
- Conflicts of Interest, Sections 22 through 25
  - Clarification as to Council members seeking independent legal advice or the CAO approving costs related to conflict to ensure validity of bylaws or resolutions

c) Staff Report, 2023 to 2027 Five Year Financial Plan and Tax Rate Bylaws

Staff introduced the 2023-2027 Five Year Financial Plan and Tax Rate Bylaws.

Financial Plan 2023 to 2027 Bylaw No. 683

Moved and Seconded by Councillors Donaldson and Epp that Council give first reading to *Financial Plan 2023 to 2027 Bylaw No. 683.*

Carried

Moved and Seconded by Councillors Donaldson and Shukin that Council give second reading to *Financial Plan 2023 to 2027 Bylaw No. 683.*

Carried

Moved and Seconded by Councillors Donaldson and Gray that Council give third reading to *Financial Plan 2023 to 2027 Bylaw No. 683.*

Carried

Tax Rate 2023 Bylaw. No. 684

Moved and Seconded by Councillors Donaldson and Gray that Council give first reading to *Tax Rate 2023 Bylaw No. 684.*

Carried

Moved and Seconded by Councillors Donaldson and Shukin that Council give second reading to *Tax Rate 2023 Bylaw No. 684.*

Carried

Moved and Seconded by Councillors Donaldson and Gray that Council give third reading to *Tax Rate 2023 Bylaw No. 684.*

Carried

12. Other Business

a) Award of Contract, Metchosin School Washroom and Kitchen Renovation, RFP

Staff provided an overview of the staff report related to the award of contract for the Metchosin School Washroom and Kitchen RFP.

Moved and Seconded by Councillors Epp and Shukin that Council award the contract for the Metchosin School Washroom and Kitchen Renovation RFP to Kaercher Projects and Construction Ltd. in the amount of $392,350 excluding GST.

Carried

13. Adjournment

Moved and Seconded by Councillors Gray and Shukin that Council adjourn the meeting at 9:20 p.m.

Carried

Certified Correct

_____ _____

Chair **Corporate Officer**

District of Metchosin

Minutes
Council Meeting
May 1, 2023 at 7:00 p.m.

Council Chamber
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Mayor Little in the Chair, Councillors Donaldson, Epp, Gray and Shukin. Also present was Sue-Lin Tarnowski, Interim CAO/Corporate Officer, Stephanie Dunlop, Fire Chief and Tina Hansen, Deputy Corporate Officer.

The meeting was called to order at 7:54 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Councillors Shukin and Donaldson that Council approve the agenda as presented.

Carried

2. Public Participation

Pattie Whitehouse, resident, spoke to concerns regarding the draft Council letter to the Minister of Housing regarding the "Homes for People Action Plan." Ms. Whitehouse noted that it is important that the housing initiative issue be addressed, however, she believes there are much stronger arguments from Metchosin that should be included in the letter.

Lenore Davidson, resident, spoke to a former discussion she had with the Premier of BC regarding housing, and she noted that without water and the proper infrastructure in place, you cannot build houses.

Jane Hammond, resident, provided comments as to the draft letter to the Minister of Housing. Ms. Hammond referenced the CRD Housing Needs Assessment Report that provided detailed housing needs specific to Metchosin. Ms. Hammond stated she hopes there is an opportunity for community involvement on this important topic.

Colin Sparks, resident, spoke in support of the province's housing initiative and commented as to the current housing crisis; high costs associated with housing and rentals. Mr. Sparks supports allowing some areas of density while keeping the rural nature and farms of Metchosin.

Sarah Anthony, resident, provided comments regarding the letter to the Minister of Housing advising that she like to see exceptions from the province for rural areas like Metchosin however she would like to see Metchosin doing something to address the housing issue such as allowing tiny homes as secondary dwellings. Ms. Anthony noted that people want to be able to help their families.

Gary Smirfitt, resident, commented that he was advised there are over 500 illegal dwelling units in the community. Mr. Smirfitt also spoke to the tax revenue from having additional housing (4-plexes) that would help pay for roads, school, fire protection and policing. Mr. Smirfitt stated that we need to be realistic with this issue when we approach it.

Chris Van de Water, resident, provided comments as to the draft letter to the Minister of Housing noting that he believes that "in the spirit of negotiation" this is a good time for Metchosin to enter into discussions with the province and that we should all help to find a solution to the housing issue.

Eric White, resident, stated he does not support development however, he would support concentrated development in order to find a solution to housing, especially as a farming community to support farmers to have employees live in Metchosin. Mr. White suggested using the provincial highway corridor for densified areas. Mr. White indicated that housing can be a contributor to the reduction of poverty.

3. Adoption of the Minutes

Moved and Seconded by Councillors Epp and Donaldson that Council adopt the minutes of the Council meeting held April 24, 2023.

Carried

4. Mayors Report (verbal)

Mayor Little reported that she and Council members participated in an Earth Day event with the Langford community and Langford Council and members of the Bilston Creek Watershed Habitat Protection Association at Willing Park to pull brambles. It was a great opportunity to collaborate with the Langford Council. Mayor Little thanked all those involved in the event.

Mayor Little also took the opportunity to congratulate Metchosin resident, Colin Sparks, as the recipient of the Citizens' Environmental Network in Colwood (CENIC), 2023 Environmental Stewardship Award.

5. Business Arising

a) Draft Council letter to Hon. Ravi Kahlon, Minister of Housing re: Province of BC Housing Initiative: "Homes for People Action Plan"

Council discussed revisions to the draft letter as follows:

- Reference to "rural lifestyles."
- Shorten and tighten up the letter and deal with more clarity on the plan
- Mention that Metchosin allows attached and detached suites,
- Mention Metchosin's contribution and greenspaces
- Keep the letter concise
- Be proactive, letter of collaboration

Action: It was agreed by general consensus that Councillors Gray and Shukin will work on revisions to the draft letter to Hon. Ravi Kahlon, Minister of Housing regarding the Province of BC's "Homes for People Action Plan;"
And that the revised letter be brought forward for Council's consideration to an upcoming Council meeting.

6. Reports for Action

a) Draft Council Strategic Plan, 2023-2026

Councillor Shukin provided a PowerPoint presentation and overview on the Draft Council Strategic Plan, 2023-2026.

Public Input:

Colin Sparks, resident, inquired as to public engagement for the Active Transportation Plan and whether it would go through an Advisory Committee or a consultant.

Johnny Carline, resident, commented as to the environmental and social pillars of the Strategic Plan noting that they deal with environment and social issues in the community and when you look at the economic pillar it is more Corporate/Fiscal planning which is not typical to be totally corporate focussed. Mr. Carline also spoke to the initiative for "Limit development in accordance with the OCP and RGS" and to roads maintenance.

Chris Van de Water, resident, inquired as to whether there is anything in the Strategic Plan for dealing with increased traffic, parking issues and wastebaskets at beaches for people coming to Metchosin for recreation.

Moved and Seconded by Councillors Shukin and Donaldson that Council approve Council's Strategic Plan, 2023-2026.

Carried

7. Reports for Information

a) Staff Report, MIABC Risk Management Conference

The Interim CAO provided an overview of her attendance at the 2023 MIABC Risk Management Conference advising that the most interesting and engaging session was a panel that walked through a claim from beginning to conclusion. The program was insightful and it was beneficial to be in attendance.

CRD Bylaw and Animal Care Services Report, March 2023

Moved and Seconded by Councillors Shukin and Donaldson that Council receive the CRD Bylaw and Animal Care Services Report, March 2023 for information.

Carried

8. Correspondence for Information

a) Hon. Mike Farnworth, Minister of Public Safety and Solicitor General re: Pacific Centre Family Services Association CRED and MYST programs

Mayor Little provided background information as to the response letter from Hon. Mike Farnworth regarding one-time funding of $ 130,000.00 to enable the Pacific Centre Family Services Association's CRED and MYST programs to continue to provide services to at-risk youth in the Capital Regional District. Mayor Little would like to have Council to send another letter to Minister Farnworth thanking him for his letter and asking for additional funding for the programs to continue every year.

Moved and Seconded by Councillors Gary and Epp that Council send a new letter to Hon. Mike Farnworth seeking ongoing funding for Pacific Centre Family Services Association CRED and MYST Programs.

Carried

9. Bylaws

a) Staff Report, Five Year Financial Plan and Tax Rate Bylaws

Financial Plan 2023-2027 Bylaw No. 683

Moved and Seconded by Councillors Donaldson and Shukin that *Financial Plan 2023-2027 Bylaw No. 683* be adopted.

Carried

Tax Rate 2023 Bylaw No. 684

Moved and Seconded by Councillors Donaldson and Epp that *Tax Rate 2023 Bylaw No. 684* be adopted.

Carried Unanimously

b) Staff Report, Growing Communities Reserve Fund Bylaw No. 685, 2023

Moved and Seconded by Councillors Epp and Donaldson that Council give first reading to *Growing Communities Reserve Fund Bylaw No. 685, 2023.*

Carried

Moved and Seconded by Councillors Epp and Donaldson that Council give second reading to *Growing Communities Reserve Fund Bylaw No. 685, 2023.*

Carried

Moved and Seconded by Councillors Epp and Donaldson that Council give third reading to *Growing Communities Reserve Fund Bylaw No. 685, 2023.*

Carried

Reserves and Surplus Policy F-100.52

Moved and Seconded by Councillors Epp and Shukin that Council approve Reserves and Surplus Policy F-100.52 as amended.

Carried

10. Adjournment

Moved and Seconded by Councillors Shukin and Donaldson that Council adjourn the meeting at 9:30 p.m.

Carried

Certified Correct

_____
Chair

_____
Corporate Officer

District of Metchosin

Minutes
Finance Committee Meeting
May 1, 2023 at 7:00 p.m.

Metchosin Municipal Hall
Council Chambers

PLEASE NOTE: The meeting has been recorded.

Present: Councillor Donaldson in the Chair, Mayor Little, Councillors Epp, Gray and Shukin. Also present was Sue-Lin Tarnowski, Interim CAO/Corporate Officer, and Tina Hansen, Deputy Corporate Officer.

The meeting was called to order at 7:00 p.m.

Councillor Donaldson took the opportunity to acknowledge that the Finance Committee meeting was taking place on the traditional territory of the Coast Salish peoples, including our neighbours, the Sc'ianew and T'Sou-ke First Nations. A beautiful place where we live, work, and play.

1. Agenda, Additions and Approval

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

Carried

2. Presentations

a) 2023 Grant in Aid Presentations

African Heritage Association of Vancouver Island

There was no presentation from the African Heritage Association of Vancouver Island.

Intermunicipal Advisory Committee on Disability Issues (IACDI)

Sandy Jenkins, Metchosin's citizen representative on IACDI (established in 1989) provided background information as to the purpose of the Committee including to consult with members of the West Shore municipalities to be a voice and advocate for people with disabilities. Ms. Jenkins summarized IACDI's request for funding in the amount of $250 to provide opportunities for those with disabilities to attend local music "in the park" events. Ms. Jenkins noted that Metchosin has sponsored their community picnic in past years.

Committee discussed:

- IACDI provided guidance in the past on the lift ramp during the renovations at the Metchosin School site.

Capital Bike

Lana Taves, Director, and Education Manager, noted that Capital Bike is a registered charity group whose mission is to get more people biking more places, more often safely and enjoyably. They focus on running free, fun, impactful community events and programs that get people biking. Ms. Taves provided an overview of the grant in aid request for Capital Bike in the amount of $500 to facilitate a bike education program called "Everyone Rides Grades 4 and 5 at Hans Helgesen School.

Committee discussed:

- Riders' communication "call out" when coming behind someone
- Metchosin's Active Transportation Plan, feedback from Capital Bike
- The Program has been offered to approximately 6,500 students/66 schools

Juan de Fuca Performing Arts Society

David Stocks, Director, addressed the Committee as to the Juan de Fuca Performing Arts Society's request for $300 to go towards an expert study of accessibility and inclusivity to make the new Performing Arts Center accessible for people of all abilities. They want to be able to accommodate attendees, performers backstage and those who work at the facility.

Committee discussed:

- Accessibility at Mary Winspear Centre
- Collaboration with IACDI

Metchosin Preschool Society

Katie Coard, Second Vice-President, provided an overview of the grant in aid request in the amount of $1,500 for the Metchosin Preschool Society for outdoor maintenance and surfacing at the preschool playground to ensure it is up to safety standards. Ms. Coard advised that the Preschool Society is operated by parents and volunteers, and it strives to be a supportive and nurturing family preschool.

Royal Canadian Legion (RCL), Branch 91

Richard Walker, First Vice President, stated the RCL's mission statement is to serve veterans including serving the military and the RCMP and their families. Mr. Walker provided a summary of the grant in aid request in the amount of $350 for the Royal Canadian Legion, Branch 91 for the 2023 annual Holiday dinner for the homeless and less fortunate in the Western communities. The work is being done by volunteers and community members and each attendee is provided a contents bag of everything they need to prepare their own dinner on Christmas Day. This is the fourth year the RCL has been putting on the dinner and approximately 300 people attended in 2023.

Vancouver Island South Film & Media Commission

Ed Kahakauwila, Board member, provided an overview of the grant in aid request in the amount of $3,000 for the Vancouver Island South Film & Media Commission for active scouting and promotion of filming locations in Metchosin, resulting in increased film production in the District. Mr. Kahakauwila advised that the Commission supports the film industry in the region with licencing, insurance, parking, and venues. Mr. Kahakauwila noted that Metchosin has been a great location for film productions.

Committee discussion:

- Film & Media Commission's collaboration with film companies that come to Metchosin
- Economic impact to the District

Metchosin Museum Society – written presentation

The Metchosin Museum Society written request submitted by Jim MacPherson, President is for $800 in grant in aid to go toward the purchase of a new laptop computer.

3. Public Participation

Gary Smirfitt, resident, spoke to the Grant in Aid application for IACDI, noting that they were the impetus in the late 1980's for modifications to sidewalks and curbs to allow wheelchairs and they were also impetus for bus stops being ramped up. Mr. Smirfitt also spoke to concerns with the Grant in Aid application and proposal for the African Heritage Association of Vancouver Island.

Colin Sparks, resident, inquired as to whether funding had been set aside in the budget for safety infrastructure (dividers) on roads such as Rocky Point Road to protect pedestrians and cyclists.

4. Adoption of Minutes

Moved and Seconded by Councillors Shukin and Gray that the Committee adopt the minutes of the Finance Committee Meeting held on April 3, 2023.

Carried

Moved and Seconded by Councillors Shukin and Gray that the Committee adopt the minutes of the Special Finance Committee, Budget Meeting held on April 3, 2023.

Carried

Moved and Seconded by Councillors Shukin and Epp that the Committee adopt the minutes of the Special Finance Committee, Budget Meeting held on April 13, 2023 as amended.

Carried

5. Receipt of Minutes

Moved and Seconded by Mayor Little and Councillor Gray that the Committee receive the minutes of the Agricultural Advisory Select Committee meeting held April 6, 2023.

Carried

6. Reports

a) Councillor's Update

Councillor Donaldson provided an overview of her Councillor's Update including:

- Budget Preparations and Open House
- Buffer Land Working Group Update
- Earth Day Willing Park, bramble bashing event
- West Shore Parks and Recreation outdoor adventure show, martial arts program, Skateboard park grand opening
- Attendance at the 2023 AVICC Convention
- Sarah Beckett Memorial Run Fundraiser

7. Adjournment

Moved and Seconded by Mayor Little and Councillor Shukin that the Committee adjourn the meeting at 7:49 p.m.

Carried

Certified Correct

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Chair **Corporate Officer**

District of Metchosin

Minutes
Environment and Natural Areas Committee Meeting
April 17, 2023 at 7:00 p.m.

Council Chambers
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Gray in the Chair, Mayor Little, Councillors Shukin, Donaldson and Epp. Also present was Sue-Lin Tarnowski, Interim CAO/Corporate Officer, Stephanie Dunlop, Fire Chief, and Tina Hansen, Deputy Corporate Officer.

The meeting was called to order at 8:50 p.m.

Councillor Gray took the opportunity to acknowledge that the Environment and Natural Areas Committee meeting was taking place on the traditional territory of the Coast Salish people in particular our neighbours the Sc'ianew First Nation.

Councillor Gray reported on a meeting held with the Metchosin Environmental Advisory Select Committee (MEASC) with the Sc'ianew Ocean Resource Centre and Fire Chief Dunlop.

1. Agenda, Additions and Approval

The agenda was approved as circulated.

2. Public Participation

Eric White, resident provided comments as to dealing with rodent infestation in Metchosin through trained dogs similar to how New York City has been dealing with the issue.

Bev Bacon, resident stated her support for sending the proposed letter from MEASC on Tanker Traffic Risks to the province. Ms. Bacon spoke to her concerns of having oil tankers containing bitumen towed in coastal waters past our shoreline.

3. Adoption of Minutes

Moved and Seconded by Councillors Shukin and Donaldson that the Committee adopt the minutes of the Environment and Natural Areas Committee meeting held March 13, 2023.

Carried

4. Receipt of Minutes

Moved and Seconded by Councillors Shukin and Donaldson that the Committee receive the minutes of the Environmental Advisory Select Committee meeting held March 28, 2023.

Carried

Moved and Seconded by Mayor Little and Councillor Donaldson that the Committee receive the minutes of the Environmental Advisory Select Committee meeting held April 5, 2023.

Carried

5. Reports

a) Councillor's Update

Councillor Gray provided and overview of his Councillor's Update including the following:

- Metchosin Climate Action Plan Update and Survey
- Pinna Sustainability Workshop with Council
- Tanker Traffic Risks – Proposed Correspondence to the BC Minister of Environment
- CleanBC Vehicle Kilometers Traveled (VKT) Target
- May is Invasive Species Action Month in BC
- Earth Week 2023 Presentation "What does an Old Growth Ecosystem have to do with us?" April 19, 2023, St. Mary's Metchosin

Committee discussion:

- Materials that are to be provided to Council at the Pinna Sustainability/Council Workshop
- MEASC meeting to receive additional input on the Climate Action Plan
- Status of funding for Pinna Sustainability to provide a final report to Council
- Proposed letter on Tanker Traffic Risks; posing a question in the letter on how risks will be managed
- CleanBC Vehicle Kilometers Traveled; getting people out of light duty vehicles and into buses
- Local events promoting Earth Day
- Metchosin's Resolutions at AVICC on Anchorages and Old Growth Forests

Action: Councillor Gray and Councillor Shukin will work on the discussed changes made to the proposed MEASC letter on Tanker Traffic Risks to the BC Minister of Environment and bring the draft letter forward for Council approval.

6. Adjourn

Moved and Seconded by Councillors Donaldson and Epp that the meeting be adjourned at 9:33 p.m.

Carried

Certified Correct:

_____ _____

Chair **Corporate Officer**

District of Metchosin

Minutes
Special Environment and Natural Areas Committee Meeting
Metchosin Climate Action Plan Workshop
April 25, 2023 at 2:00 p.m.

Council Chambers
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Gray in the Chair, Mayor Little (arrived at 2:06 p.m.), Councillors Shukin, Donaldson and Epp. Also present was Sue-Lin Tarnowski, Interim CAO/Corporate Officer, and Tina Hansen, Deputy Corporate Officer, and Katherine Lesyshen, Planning Consultant

Guests: Steve Roddick, Senior Resilience Practitioner, Pinna Sustainability

The meeting was called to order at 2:00 p.m.

Councillor Gray acknowledged that the Environment and Natural Areas Committee was taking place on the traditional territory of the Coast Salish peoples including our neighbours the Sc'ianew First Nation.

1. Agenda, Additions and Approval

The agenda was approved as circulated.

2. Public Participation

There was no input from members of the public.

3. Reports

Councillor Gray took the opportunity to introduce Steve Roddick, Pinna Sustainability.

a) Metchosin Climate Action Plan (CAP), Steve Roddick, Pinna Sustainability

Steve Roddick provided a PowerPoint presentation and overview of the Metchosin Climate Action Plan including the following:

- Climate Action Plan (CAP) Timeline
- Mitigation vs Adaptation
- Federal and provincial policy context; mitigation and adaptation
- Regional and rural context
- Mitigation:
    - Metchosin's carbon inventory
    - Projected Emissions
    - Target Setting

Committee discussion:

- Target setting for Metchosin including, farming, agricultural strategies, forests, and ground water protection.
- Addressing climate action through transportation and land use.
- Setting realistic targets for the community.
- Farming, water conservation.
- Alternative energy for municipal buildings.
- Demographic challenges for Metchosin related to active transportation.
- Improved transit from the Westshore into Victoria.

Mr. Roddick reviewed the Preliminary Areas for Climate Action based on a summary of the Metchosin Climate Action Plan Survey. Mr. Roddick noted there were 155 survey responses plus emails and letters representing approximately 3 percent of the District's population. The following areas of action were highlighted:

- Best practices from rural areas and regional communities
- Current and future climate impacts
- Residents perspectives on climate priorities
- Areas of Concern with respect to community values
- Types of action most important for Metchosin to support
- Limited support for municipal climate action financing
- Scope of municipal jurisdiction and influence

Committee discussion:

- Types of comments received and whether they were helpful.
- Limited value is assigning percentages with respect to the small number of responses.

The meeting recessed at 2:45 p.m.

The meeting was called back to order at 2:54 p.m.

Mr. Roddick overviewed the following Preliminary Areas of Priority Actions:

- Assess and map climate hazards and vulnerability.
- Enhance climate resilience of municipal assets and services.
- Reduce water consumption and improve water conservation.
- Increase energy efficiency and climate resilience of buildings.
- Enhance community engagement in climate action.
- Preserve and protect forests, natural ecosystems, and agricultural lands.
- Advocate for and improve residents' access to household climate action support.
- Improve active transportation infrastructure.
- Encourage and enable electric vehicle use.

A discussion ensued as follows:

- Climate hazard and vulnerability assessment; extreme heat and fire risk.
- Asset management planning, future determining of natural assets.
- Model for business called "un-builders" advocating for thoughtful processes and changing building practices.
- Public Works sand and salt shed was recycled vs. demolished.
- BC Energy Step Code.

- Rainwater capture and usage, workshops for residents.
- Control of invasive and noxious weeds, in terms of reducing risk of fire.
- Community composting.
- Metchosin community PODS.
- Inflated costs associated with heat pumps and electric vehicles.
- Use of solar panels on municipal buildings
- Feasibility study for firehall, look at use of solar panels, alternatives for energy savings.
- Identifying realistic priorities for Metchosin.
- The District is currently supporting/promoting the CRD Home Energy Program
- Habitat protection, parkland designation
- Adopting a new tree preservation bylaw
- Enhance agricultural land preservation "and utilization."
- EV charging stations in Metchosin, using to capture capital in the community.
- Active transportation plan.
- Advocate at CRD for enhanced recognition of carbon sequestration.
- BC transit bus service connectivity.
- Council Strategic Plan, incorporating CAP actions.

Mr. Roddick overviewed the "Next Steps" for the Metchosin Climate Action Plan including:

- Feedback from the Council workshop and additional feedback received from MEASC will be integrated into the CAP;
- Draft of Metchosin Climate Action Plan completed and presented to the Environment and Natural Areas Committee around June 8th;
- Integrate final feedback, finalize the Climate Action Plan, and submit the Plan to Council for final review and approval in June (TBC).

4. Adjourn

Moved and Seconded by Councillors Shukin and Epp that the meeting be adjourned at 4:01 p.m.

Carried

Carried

Certified Correct:

_____ _____

Chair **Corporate Officer**

District of Metchosin

Minutes
Environment and Natural Areas Committee Meeting
May 8, 2023 at 7:00 p.m.

Council Chambers
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Gray in the Chair, Mayor Little, Councillors Shukin, Donaldson and Epp. Also present was Sue-Lin Tarnowski, Interim CAO/Corporate Officer and Tina Hansen, Deputy Corporate Officer.

The meeting was called to order at 9:25 p.m.

Councillor Gray took the opportunity to acknowledge that the Environment and Natural Areas Committee meeting was taking place on the traditional territory of the Coast Salish People including our near neighbours the Sc'ianew First Nation.

1. Agenda, Additions and Approval

The agenda was approved as presented.

2. Public Participation

There was not input from members of the public

3. Adoption of Minutes

Moved and Seconded by Councillors Epp and Shukin that the Committee adopt the minutes of the Environment and Natural Areas Committee meeting held April 17, 2023.

Carried

Moved and Seconded by Councillors Shukin and Epp that the Committee adopt the minutes of the Special Environment and Natural Areas Committee meeting held April 25, 2023.

Carried

4. Receipt of Minutes

Moved and Seconded by Councillors Shukin and Donaldson that the Committee receive the minutes of the Environmental Advisory Select Committee meeting held April 25, 2023.

Carried

5. Reports

a) Councillor's Update

Councillor Gray provided an overview of his Councillor's Update including the following:

- Congratulations to 2023 CENIC Environmental Stewardship Award recipient Colin Sparks
- Metchosin Environmental Advisory Select Committee Update
- Public Consultation on the Metchosin Climate Action Plan
- Treatment of Invasive Black Knapweed at Tower Point through CRD Shared Treatment and Monitoring Contractor
- Re-start of the Fire Smart, Broom Bash and Tackle Tansy Ragwort in coming weeks
- Joining together with Sc'ianew on early spill response
- Biodiversity Resolution for 2023 UBCM Convention

2023 CENIC Environmental Stewardship Award

Moved and Seconded by Councillors Shukin and Mayor Little that the Environment and Natural Areas Committee send letter of congratulations to Colin Sparks as recipient of the CENIC Environmental Stewardship Award.

Carried

Invasive Black Knapweed – Tower Point and neighbourhood

Committee discussion:

- Treatment of black knapweed on Metchosin right of way and ditches.
- Notifying residents by letter.
- Place information on District website to notify residents.
- Treatment program has been ongoing for approximately three years.
- Type of pesticide being used for treatment by CRD.

Action: Staff to place information related to the treatment of Invasive Black Knapweed at Tower Point on the District of Metchosin website.

Spill Response on the Shoreline

Moved and Seconded by Mayor Little and Councillor Shukin that the Committee recommend Council in consultation with the Fire Chief, reach out to Sc'ianew First Nation Chief and Council to have initial discussions regarding a shoreline management plan in the case of a spill response.

Carried

Biodiversity Resolution for the 2023 UBCM Convention

Councillor Gray introduced the following resolution on Supporting Biodiversity in Local Communities:

WHEREAS British Columbia and Canada have committed to protecting and restoring biological diversity, including in the Convention on Biological Diversity and the Together for Wildlife Strategy;

AND WHEREAS protecting and restoring biological diversity contributes toward more resilient and healthy local communities, as well as ecosystem health, while helping to contain emergency management and infrastructure costs in the context of climate change;

THEREFORE, BE IT RESOLVED THAT the Province work with local governments and First Nations to support the protection and restoration of biological diversity in local communities, including establishing a Local Natural Areas Protection Fund to support local efforts to acquire land for biodiversity and ecosystem health.

Committee discussed:

- Resolution initially originated from the Sierra Club of BC.
- Re-word so there are actual asks from the province.
- Define what we mean by "biodiversity."

Moved and Seconded by Councillor Shukin and Mayor Little that the Committee recommend Council consider endorsing an amended "Supporting Biodiversity in Local Communities" resolution for the 2023 Union of British Columbia Municipalities Convention considering the comments made by the Committee.

Carried

6. Adjourn

Moved and Seconded by Councillors Epp and Donaldson that the meeting be adjourned at 9:50 p.m.

Carried

Certified Correct:

_____ _____

Chair **Corporate Officer**

District of Metchosin

Minutes
Community Planning Committee Meeting
April 17, 2023 at 7:00 p.m.

Council Chambers
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Shukin in the Chair, Mayor Little, Councillors Donaldson, Gray and Epp. Also present was Sue-Lin Tarnowski, Interim CAO/Corporate Officer, Stephanie Dunlop, Fire Chief and Tina Hansen, Deputy Corporate Officer.

The meeting was called to order at 7:00 p.m.

Councillor Shukin took the opportunity to acknowledge that the Special Community Planning Committee meeting was taking place on the traditional territory of the Coast Salish peoples and our neighbours the Sc'ianew First Nation and T'Sou-ke First Nation.

Councillor Shukin took the opportunity to thank the many community volunteers in Metchosin in recognition of National Volunteer Week.

1. Agenda, Additions and Approval

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

Carried

2. Public Participation

Bev Bacon, resident read her submitted letter regarding the Association for the Protection of Rural Metchosin's (APRM) submission encouraging Council to consider updates to the Land Use Bylaw to adopt restrictions on residential building siting and sizes in the ALR. Ms. Bacon stated she was not in support of what APRM is recommending as she believes property owners have a right to farm but not an obligation to farm.

3. Adoption of the Minutes

Moved and Seconded by Councillor Epp and Mayor Little that the Committee adopt the minutes of the Community Planning Committee meeting held March 13, 2023.

Carried

Moved and Seconded by Mayor Little and Councillor Epp that the Committee adopt the minutes of the Special Community Planning Committee meeting held March 23, 2023.

Carried

4. Reports

a) Councillor's Update

Councillor Shukin provided an overview of his Councillor's Update including:

- BC Government Housing Initiative
- Short-term Vacation Rentals
- Buffer Land Stormwater Detention Pond Section 219 Covenant
- Stormwater Infrastructure – Referral Policy

The Committee noted the following related to the BC Government Housing Initiative:

- Being proactive, writing to the province to advise of Metchosin's concerns related to the housing initiative
- Metchosin OCP and Regional Growth Strategy framework
- Advocate through the CRD Board
- Engage with our MLA, Hon. Mitzi Dean
- Learn and be part of policy development, positive tone
- Develop Metchosin's position with the province first, then go to the CRD
- Metchosin is outside of the urban containment boundary

Moved and Seconded by Mayor Little and Councillor Donaldson that the Committee recommend Council write a letter to Hon. Ravi Kahlon, Minister of Housing respectfully advising of Council's concerns regarding the new provincial government's housing initiative;
And that the letter express Council's interest in working with the province on this issue.

Carried

Moved and Seconded by Mayor Little and Councillor Donaldson that the Committee recommend Council reach out informally to our neighbouring rural municipalities, MLA Mitzi Dean, and the CRD to explore other opportunities and stay active and informed on the BC government's new housing initiative.

Carried

The Committee discussed the Referral Policy for Stormwater Infrastructure Works and noted the following:

- Include the Agricultural Advisory Select Committee as part of the referral process
- The Policy applies to new applications
- A draft Policy will be brought back to Committee for recommendation of adoption by Council
- Include current bylaw information on stormwater management as background when the policy comes back to the Committee

b) Staff Report, Rezoning Application, 4409 William Head Road

Councillor Gray stated he does not believe he has a conflict of interest with this agenda item as his interests are seen in common with other electors generally however, his property is immediately next door to 4409 William Head Road, and he is a registered owner of the Community Hall adjacent to the subject property. In order to avoid a perception of conflict of interest Councillor Gray left the meeting at 7:34 p.m.

Councillor Shukin introduced the rezoning application for 4409 William Head Road.

Michael Starr, applicant provided an overview of the rezoning application. Mr. Starr advised that he is seeking a re-zoning of his property in order to convert the existing residence to commercial space which could be suitable for something like a medical clinic. He plans to build a residence on the same property off Parry Road, further away from the commercial activity in the village core where he can enjoy reduced noise, traffic and increased privacy.

A discussion ensued between the Committee and the applicant as follows:

- Mechanism to reduce smells and emissions from commercial fans
- Commercial changes in the Village Core
- Mile Zero, requirement for Public Information Meeting
- Cannabis or Cannabis production/sales sites
- Guidelines in OCP for commercial spaces
- Referral process to internal and external agencies
- Property owners' intention with the existing house
- Driveway access to the commercial portion of the property
- Ways of addressing the proposed uses for the commercial zoned portion of the property

Moved and Seconded by Mayor Little and Councillor Donaldson that the Committee recommend Council does not require the property owner of 4409 William Head Road to host a public information meeting;
And that Council direct staff to refer the application to internal (including the Agricultural Advisory Select Committee) and external agencies for comment;
And that Council request staff to bring back the proposal and applicable land use bylaw amendment for consideration;
And further that Council attend a site visit of the property.

Carried

Councillor Gray returned to the meeting at 8:03 p.m.

c) Staff Report, North American Amateur Radio Field Day, Proposal and Request for Use of Metchosin Facilities

Councillor Shukin introduced the request from the Westcoast Amateur Radio Association (WARA) for use of District facilities during North America Amateur Radio Field Day June 25 & 26, 2023.

Moved and Seconded by Councillors Shukin and Donaldson that the Committee recommend Council approve the use of District facilities during the North America Amateur Radio Field Day June 25th and 26th, 2023.

Carried

d) Buffer Land Working Group Verbal Update

Councillor Shukin reported on citizen appointments to the Buffer Land Working Group, made at the April 13, 2023 In-Camera Council meeting. Councillor Shukin advised the following members of the public have been appointed to the Working Group:

- Bailey Spiteri
- Richard Simpson
- Bonnie Bouveur
- Karen Hoffman (PTASC)
- Brian Grant

- Gary Smirfitt
- Anna Hall (MEASC)

5. Correspondence

a) Association for the Protection of Rural Metchosin (APRM), Re: Siting and Size of Residential Uses in the ALR

Councillor Shukin reported that APRM is asking Council to consider an amendment to the Metchosin Land Use Bylaw to allow for siting of homes in terms of Agricultural Land.

Committee discussion:

- Invite Ms. Zimmerman to present to Council
- ALR Land uses/guidelines in other jurisdictions

The correspondence from APRM was received for information.

b) CRD Regional Growth Strategy (RGS) Indicator Report

Committee discussion:

- RGS Indicator Report was well done
- RGS guidelines have put Metchosin in a good place for housing
- Helpful to get a sense in how we are doing as a region

Moved and Seconded by Councillors Gray and Donaldson that the Committee receive the CRD Regional Growth Strategy (RGS) Indicator Report for information.

Carried

6. Adjournment

Moved and Seconded by Councillor Donaldson and Mayor Little that the Committee adjourn the meeting at 8:17 p.m.

Carried

Certified Correct

_____ _____

Chair **Corporate Officer**

District of Metchosin

Minutes
Community Planning Committee Meeting
May 8, 2023 at 2023 p.m.

Council Chambers
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Shukin in the Chair, Mayor Little, Councillors Donaldson, Gray and Epp. Also present was Sue-Lin Tarnowski, Interim CAO/Corporate Officer, Stephanie Dunlop, Fire Chief and Tina Hansen, Deputy Corporate Officer.

The meeting was called to order at 7:00 p.m.

Councillor Shukin took the opportunity to acknowledge that the Community Planning Committee meeting was taking place on the traditional territory of our neighbours the Sc'ianew First Nation and T'Sou-ke First Nation.

1. Agenda, Additions and Approval

Moved and Seconded by Mayor Little and Councillor Donaldson that the Committee approve the agenda as amended with the addition of the following as supplemental information:

- Michael Morgan, Mile Zero Brewing
- Bev Bacon, Mile Zero Brewing
- Kathy Atherton, Mile Zero Brewing

Carried

2. Public Participation

Gary Smirfitt, resident, spoke to the s. 219 Covenant on the Metchosin buffer land in particular Mr. Smirfitt highlighted that the developer was responsible for completing several steps prior to any construction or works taking place on lot D. Mr. Smirfitt noted that in addition, a stormwater management plan had to be submitted and approved by the District's CAO.

Kym Hill, resident, commented as to s. 219 Covenant and the stormwater management plan for the buffer land and expressed concerns as to current construction works taking place on lot D.

Sarah Antony, resident, spoke in support of the request from Mile Zero Brewing to amend their hours to the existing liquor licence noting that she believes the request will not negatively impact the community. Ms. Anthony also spoke to short-term vacation rentals.

Katy Nelson, resident, stated her support for Mile Zero Brewery and the extension of their hours to their liquor licence however she is not in support of them staying open to 11:00 p.m.

Jaroslav Turecek, resident, spoke in support of the change in hours to Mile Zero Brewery's liquor licence. Mr. Turecek believes the brewery is a great place for members of the community to gather and spend time together and the change provides the flexibility for the brewery to extend their hours during the summer months.

Eric White, resident, spoke in support of the change in hours to Mile Zero Brewery's liquor licence.

Lisa Gee, resident, spoke in support of Mr. Smirfitt and Ms. Hill's comments regarding the s. 219 Covenant on the buffer land stating that she would like to see the issue handled appropriately.

Tamara Ballard, resident, spoke in support of the extended hours to the Mile Zero Brewery liquor licence.

3. Adoption of the Minutes

Moved and Seconded by Councillors Donaldson and Epp that the Committee adopt the minutes of the Community Planning Committee meeting held April 17, 2023.

Carried

4. Receipt of Minutes

Moved and Seconded by Councillors Shukin and Donaldson that the Committee receive the minutes of the Parks and Trails Advisory Select Committee meeting held April 18, 2023.

Carried

Moved and Seconded by Mayor Little and Councillor Donaldson that the Committee receive the minutes of the Buffer Land Working Group meeting held April 20, 2023.

Carried

5. Reports

a) Staff Report, Request for Development Permit, 3667 Park Drive

Councillor Shukin introduced the staff report and provided an overview of the request for Development Permit to allow construction of a one-storey 75 m^2 garage at 3667 Park Drive. The property is located in the Shoreland Slopes Development Permit Area.

Committee discussed:

- Council site visit of the property
- Stormwater management, sensitive area with proximity to the lagoon
- Specific location of trees that will be removed
- Decrease in impervious surface
- More information related to the rain garden and definitions around run-off of co-efficient greater than 0.8
- Geotechnical engineer's report; no adverse impacts to the slope area

Moved and Seconded by Mayor Little and Councillor Donaldson that the Committee recommend Council postpone a decision on the Request for Development Permit at 3667 Park Drive pending further information from staff related to the rain garden and definitions around "co-efficient".
And that staff coordinate a Council site visit of the property;
And further that the information be brought back to an upcoming Community Planning Committee meeting.

Carried

b) Staff Report, Mile Zero Brewery, Request to Amend Hours of existing Liquor Licence

Councillor Shukin introduced the staff report and provided an overview of the request from Mile Zero Brewery to amend their existing Liquor Licence to extend the brewery's hours of operation. Councillor Shukin summarized the options before the Committee regarding the request.

Michelle Morgan, applicant, Mile Zero Brewery, addressed the Committee as to their request to amend the hours to their existing liquor licence. Ms. Morgan advised that they wish to be able to extent their service hours, so they have an opportunity to open earlier on specific days such as on a statutory holiday. With their current liquor service hours, they cannot open prior to 2:00 p.m. on any day and would require a special event permit to open earlier. Ms. Morgan noted that they do not intend to extend their operating hours at this time.

A discussion ensued as follows:

- Extension of liquor service hours from 11a.m. to 11:00 p.m.
- Two prior public consultations processes were completed
- Council's Strategic Plan, management operations plan for the Metchosin School site
- Town core is becoming more popular and there is a lot of interest in the school
- Look at reassessing the request in one year

Moved and Seconded by Councillors Epp and Shukin that the Committee recommend Council opt-out of the public input process, (no comment from the local government) and therefore the LCRB will be responsible to gather public input.

Defeated
Mayor Little, Councillors Donaldson and Gray opposed the motion

Moved and Seconded by Councillors Gray and Donaldson that the Committee recommend Council postpone a decision on the Mile Zero Brewery request to amend hours of existing Liquor Licence until the next Planning Committee meeting, pending further clarification from the Planner on the issue of whether rejecting the application (Option 3) puts it aside until a new application is made.

Carried

Action: Staff to include further clarification as to when approving special event permits, and whether the hours of the event can be limited;
And that staff provide clarification around liquor licencing standards (hours of operation) for other establishments within 150m of Mile Zero Brewery.

c) Councillor's Update

Councillor Shukin provided an overview of his Councillor's Update including:

- Attendance at Assistant Chief Lance Caven's Memorial Service
- Update on Metchosin Community Day planning preparations
- Buffer Land Working Group Community Input Meeting, May 9th
- Metchosin Grounds Group meeting held May 4th
- Beckingham Road Amenity Zoning Application public information session May 10th at the Community Hall

d) Report, Stormwater Detention Pond Covenant on the Metchosin Greenspace Buffer

Councillor Shukin provided an overview of the report on the s. 219 Covenant to allow for one or more stormwater detention ponds on the buffer land. Councillor Shukin summarized the obligations under the s. 219 Covenant of the developer, the District of Metchosin and the City of Langford.

Committee discussion:

- Stormwater Management Plan has recently been submitted to the District
- Ensure overall health and protection of Bilston Creek
- Run-off precautions for the industrial site
- Flow monitoring station does not monitor for quality
- Rights and responsibilities once individual lots are sold
- Servicing Agreement between Langford and Metchosin
- Funding in the budget for a hydrologist

Moved and Seconded by Mayor Little and Councillor Donaldson that the Committee recommend Council direct the Interim CAO to communicate with the City of Langford's Approving Officer regarding questions around the Servicing Agreement;
And that the Interim CAO address issues with the City around indemnity and maintenance of the stormwater works going forward both during construction and after the sale of the lots.

Carried

6. Correspondence

The following correspondence was received for information:

- Michael Morgan, Mile Zero Brewing
- Bev Bacon, Mile Zero Brewing
- Kathy Atherton, Mile Zero Brewing

7. Adjournment

Moved and Seconded by Councillors Donaldson and Epp that the Committee adjourn the meeting at 8:33 p.m.

Carried

Certified Correct

_____ _____

Chair **Corporate Officer**

Adopted: **, 2023

District of Metchosin

Minutes
Public Works and Protective Services Committee Meeting
April 17, 2023 at 7:00 p.m.

Council Chambers
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Epp in the Chair, Mayor Little, Councillors Donaldson, Gray and Shukin. Also present was Sue-Lin Tarnowski, Interim Chief Administrative Officer, Stephanie Dunlop, Fire Chief and Tina Hansen, Deputy Corporate Officer.

The meeting was called to order at 8:18 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Councillors Donaldson and Gray that the Committee approve the agenda as presented.

Carried

2. Public Participation

Jacqui Anderson, President, Metchosin Producer's Association spoke to the correspondence from MACCA and the proposed market dates in particular Sunday, August 13th. Ms. Anderson noted the Association support community groups in their events but suggested that MACCA hold events on dates that do not conflict with the Farmer's Market.

Bev Bacon, resident, read her submitted letter on how to make Metchosin roads safer by reducing speed limits while having a positive impact on climate action. Ms. Bacon suggested that now that Metchosin is paying for policing costs it is a good opportunity to have more police presence and enforcement.

Councillor Epp took the opportunity to thank the community volunteers in Metchosin in recognition of National Volunteer Week.

3. Adoption of Minutes

Moved and Seconded by Councillors Shukin and Donaldson that the Committee adopt the minutes of the Public Works and Protective Services Committee meeting held March 13, 2023.

Carried

4. Reports

a) Councillor's Update

Councillor Epp provided and overview of her Councillor's Update including:

- Cell phone towers and lack of cell service in Metchosin

- Road Safety, Speed radar signs, speed limits
- Public Works
- Metchosin School
- MACCA
- Tenant Liaison discussions related to offering services free to the community
- Metchosin Senior's Association and Resource Centre
- William Head Institution Community Connections program

Council discussion:

- Public Works recent repairs of Witty Beach stairs
- SRC Repair Café

Action: Staff to provide Council with an update as to the recent repairs on the Witty Beach stairs.

b) Staff Report, Fire Hall Renovation, Background Information

Councillor Epp introduced the staff report on the Metchosin Fire Hall upgrade/renovation project. It was noted that Council is moving ahead with the Firehall Feasibility Study in 2023 and that funds for the Study may be used from the Growing Communities Fund.

c) Metchosin Fire Department, Monthly Reports, January, February & March 2023

Committee discussion:

- Council orientation of the new fire truck
- West Shore Emergency Preparedness
- Fire Expo in Metchosin
- Langford Assistant Fire Chief Caven's Memorial Service

5. Correspondence

The Committee received correspondence on the following:

- Bill Cave, Re: Metchosin Firehall
- Mr. and Ms. A.M. Greenslade, Re: Metchosin Firehall
- Chris Van de Water, MACCA President, Re: MACCA Stair lift
- Nicky Nadeau, MACCA, Re: Proposed MACCA Market Dates
- Bev Bacon, Re: Reducing Traffic Speed for Safety and Climate Action Plan

6. Adjourn

Moved and Seconded by Councillors Shukin and Donaldson that the meeting be adjourned at 8:45 p.m.

Carried

Certified Correct:

_____ _____

Chair **Corporate Officer**

District of Metchosin

Minutes
Public Works and Protective Services Committee Meeting
May 8, 2023 at 7:00 p.m.

Council Chambers
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Epp in the Chair, Mayor Little, Councillors Donaldson, Gray and Shukin. Also present was Sue-Lin Tarnowski, Interim Chief Administrative Officer, Stephanie Dunlop, Fire Chief, and Tina Hansen, Deputy Corporate Officer.

The meeting was called to order at 8:35 p.m.

1. Agenda, Additions and Approval

Moved and Seconded by Councillors Shukin and Gray that the Committee approve the agenda as amended with the addition of the following supplemental information:

- Carol Voyt, Metchosin Pickleball Club Re: Metchosin School Facility Use Policy and Agreement

Carried

3. Public Participation

Gary Smirfitt, resident, commented as to the Metchosin School Facility Use Policy and Agreement noting that some areas of the Agreement should be amended to make the document more relevant to Metchosin.

Sarah Anthony, resident, spoke to comments from a previous meeting related to lowering speed limits in Metchosin. Ms. Anthony noted that speeding is a big issue in Metchosin however, she believes that lowering the limit below 50km/h would make it difficult for residents.

Lisa Gee, resident, stated her support for the idea of having piped water in the municipality for the Beckingham Road development. Ms. Gee encouraged Council only support no more than 20 lots in order to maintain Metchosin's rural nature.

Eric White, resident, commented as to lowering speed limits in Metchosin noting that it would primarily be a negative impact to working residents, and would take away valuable time spent with family.

4. Adoption of Minutes

Moved and Seconded by Councillors Shukin and Donaldson that the Committee adopt the minutes of the Public Works and Protective Services Committee meeting held on April 17, 2023.

Carried

5 Reports

a) Councillor's Update

Councillor Epp provided an overview of her Councillor's Update including:

- Attendance at the WCMRC response exercise with Councillor Gray
- Emergency Stakeholders meeting with the Fire Chief, residents are encouraged to call Fire Department to arrange a site visit for a fire plan
- Metchosin Senior Association and Resource Centre update

b) Metchosin School Facility Use Policy and Agreement

Councillor Epp provided an overview of the draft Metchosin School Facility Use Policy and Agreement. Councillor Epp noted this is just a starting point for use of the school facility.

A discussion ensued as follows:

- Including other community groups other than sports groups
- Facility Use Agreement should be specific to commercial renters
- Charges for parking, tables, and chairs
- Insurance
- "No Smoking" within and outside of the building
- Fee structure for salaries
- Alcohol Use Policy
- Management of "ticket passes"
- Facility rates, ensure costs to maintain facility the facility
- Lockers for group use
- Parking at the school site
- Policy purpose and allocation of guiding principles
- Rate structure for school field/parking lot
- Community groups vs. Commercial Users
- Maximize and promote use of the facility for community groups
- Principals in the Policy "Community First"
- Clear rate structure, operating hours
- Special event permits for use of alcohol
- Knowing who renters are on statutory holidays
- Promoting recycling
- High heels in the gymnasium, damage to floors
- Future purchase of equipment such as basketball hoops, floor hockey nets
- Differentiate between community users and commercial users
- Intended use of the facility is a community gathering space
- Process for "block bookings" for gym use
- Keeping rates manageable for community use
- Septic field surcharge
- Combined community and commercial space
- Not competing with the local business community
- Fee structure for kitchen rental
- Controlling commercial letting through a percentage
- Timing to get some daily sport rentals started
- Ensuring the facility sustains itself

- Fire Chief to review and provide input on the documents

c) Metchosin Fire Department, Protective Services Monthly Report, April 2023

The Metchosin Fire Department, Protective Services Monthly Report for April 2023 was received for information.

6. Correspondence

a) Carol Voyt, Metchosin Pickleball Club Re: Metchosin School Facility Use Policy and Agreement

The correspondence from Carol Voyt, Metchosin Pickleball Club re: Metchosin School Facility Use Policy and Agreement was received for information.

7. Adjourn

Moved and Seconded by Councillors Shukin and Donaldson that the meeting be adjourned at 9:19 p.m.

Carried

Certified Correct:

_____ _____

Chair **Corporate Officer**

Tina Hansen

Subject: FW: FOR REVIEW: Comments Due June 26, 2023, for BCEAO Condition 39 - Existing Shorelines Conditions Report
Attachments: Existing Shoreline HR Backgrounder April2022 (1).pdf

From: Brusatore, Mariah <Mariah_Brusatore@transmountain.com>
Sent: Thursday, May 11, 2023 3:39 PM
Subject: FOR REVIEW: Comments Due June 26, 2023, for BCEAO Condition 39 - Existing Shorelines Conditions Report

Good Afternoon,

We write to inform you that as required by the amendment to Trans Mountain's BC Environmental Assessment Certificate (EAC) issued by the Province of BC on February 24, 2022, Trans Mountain must prepare an *Existing Shorelines Condition Report* and engage with federal and provincial ministries, marine Indigenous groups and coastal local governments within eight regional districts. **Trans Mountain is committed to ongoing engagement with you and is seeking your feedback on the *Existing Shorelines Condition Report* no later than Monday, June 26, 2023.**

To access the report, please use the following link and password. Please note, the password must be copied and pasted into the login portal.

Link to MFTExpress – BC EAO Condition 39
https://transmountain.mftexpress.com/download?domain=transmountain&id=52b343422ef24f559d91b3aa18fe8500&out=

Existing Shorelines Conditions Report Summary
The report is "for the purpose of assisting recovery and restoration in the event of a ship-sourced marine spill" and must outline pre-spill shoreline conditions for 500 metres on each side of the shoreline point closest to six key areas selected by the Province. Polaris Applied Sciences was retained for this purpose. The required components are maps, land ownership, nearby water bodies, past and present land use, soil, water and sediment characteristics, and Indigenous traditional and cultural uses. Details about predominant current and wind direction as well as wildlife abundance are also included.

The six key areas selected by the Province along the marine shipping route are reflective of the Trans Mountain Expansion Project potential spill scenario locations studied for the application. They are:

- English Bay (Location B)
- Roberts Bank (Location C)
- Strait of Juan de Fuca (south of Race Rocks) (Location G)
- Strait of Georgia (Location D)
- Arachne Reef (Location E)
- Buoy J (Location H)

Note: Appendix 1 of the report contains the fact sheets for the six areas mentioned above.

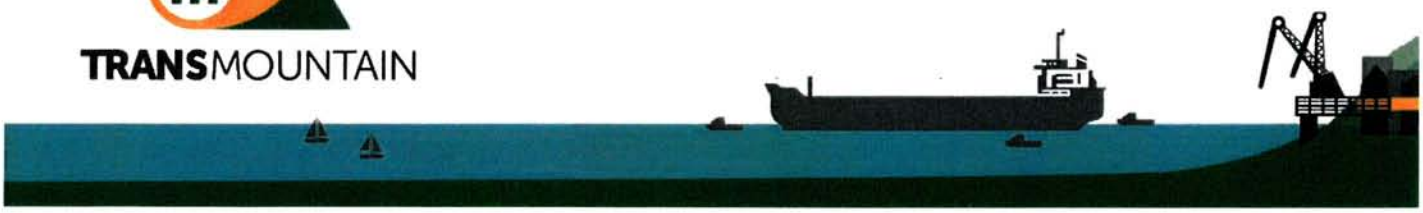
Please direct your questions and comments to Mariah Brusatore, Marine Stakeholder Engagement and Communications Coordinator, at mariah_brusatore@transmountain.com. If you would like to arrange a meeting to discuss the contents of the report, please let us know.

Sincerely,

Mariah Brusatore
Marine Stakeholder Engagement and Communications Coordinator
(Contractor/Consultant | Contractuelle/experte-conseil)
C: 778.836.8821
mariah_brusatore@transmountain.com

Trans Mountain Expansion Project
Toll Free: 1.866.514.6700 | E: info@transmountain.com | W: transmountain.com
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TRANSMOUNTAIN



EAC Condition 39

As required by the amendment to Trans Mountain's BC Environmental Assessment Certificate (EAC) issued by the Province of BC on February 24, 2022, Trans Mountain must prepare an *Existing Shorelines Condition Report* and submit to the Province within 18 months (August 2023). The report is *"for the purpose of assisting recovery and restoration in the event of a ship-sourced marine spill"* and must outline pre-spill shoreline conditions for 500 metres on each side of the shoreline point closest to six key areas selected by the Province. Refer to figure 1 below for locations to be studied in the Existing Shoreline Conditions Report.

Polaris Applied Sciences has been retained for this purpose.

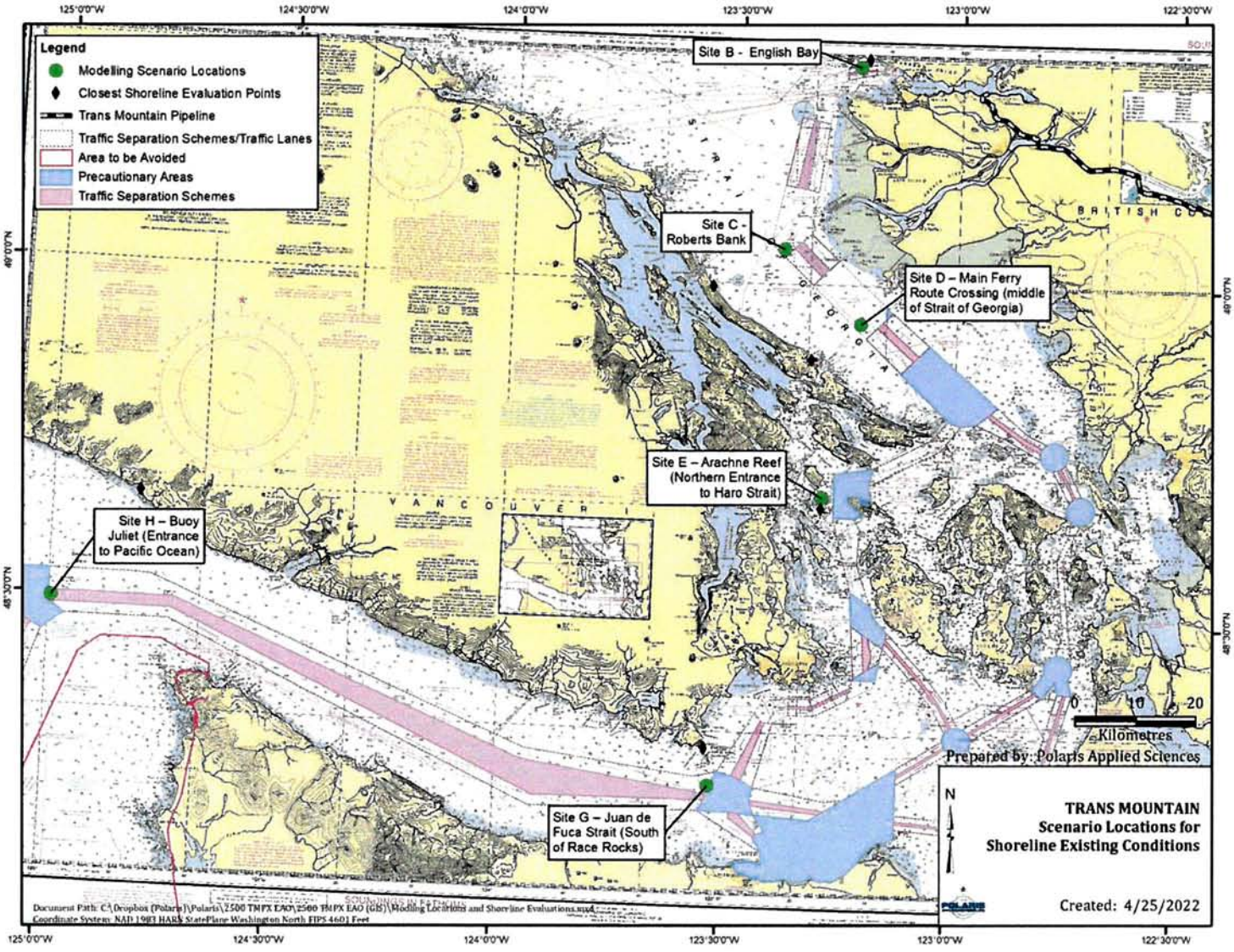


Figure 1: Locations to be studied in the Existing Shoreline Conditions Report

Existing Shoreline Conditions Report

REQUIREMENTS

The six key areas selected by the Province along the marine shipping route are reflective of Trans Mountain Expansion Project potential spill scenario locations studied for the application.

- English Bay (Location B)
- Roberts Bank (Location C)
- Strait of Juan de Fuca (south of Race Rocks) (Location G)
- Strait of Georgia (Location D)
- Arachne Reef (Location E)
- Buoy J (Location H)

Required components of the report are maps, land ownership, nearby water bodies, past and present land use, soil, water and sediment characteristics, and Indigenous traditional and cultural uses. Details about predominant current and wind direction as well as wildlife abundance are also to be included.

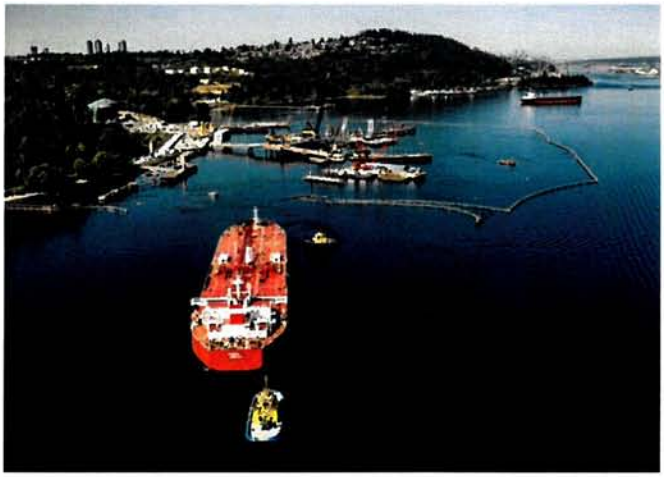
To complete the report, Trans Mountain is required to engage with federal and provincial ministries, marine Indigenous groups and coastal local governments within eight regional districts.

Approach to Data Collection

To prepare this report, data will be collected through a variety of methods including literature and database searches, field site reconnaissance and consultation. Existing information sources include but are not limited to BC Ministry of Environment land and coastal geodatabases, coastal sensitivity atlases (BC, Environment and Climate Change Canada) and Western Canada Marine Response Corporation geographic response plans. Field reconnaissance and input from stakeholders and Indigenous communities will be important to ensure the report is accurate for this specific context.

Trans Mountain is interested in any information from your community related to the following items in the vicinity of any of the six locations, particularly for 500 metres each side of the shoreline point closest to the six key areas selected by the Province of BC:

- Current photographs
- Land ownership
- Indigenous traditional and cultural uses
- Nearby water body and water withdrawal locations
- Abundance of typical, sensitive and at-risk flora and fauna species for each location
- Shoreline, water and sediment characteristics
- Dominant current and wind direction
- Past and present land-uses (e.g., commercial, agriculture, industry)
- Infrastructure



Timeline

Data collection will continue through the summer of 2022. A draft of the report is expected to be available for review and feedback by stakeholders and Indigenous groups in fall 2022.

TO LEARN MORE ABOUT THE REPORT

and how your community input would be included, please contact us to schedule a meeting:

- Port of Vancouver/BC Lower Mainland areas: Stephanie Snider: stephanie_snider@transmountain.com
- Vancouver Island and Gulf Island areas: Sheran Bathurst: sheran_bathurst@transmountain.com

CONTACT US:
Trans Mountain Expansion Project

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