



DISTRICT OF METCHOSIN

AGENDA

PARKS AND TRAILS ADVISORY SELECT COMMITTEE MEETING

JANUARY 16, 2024 at 7:00 PM

COUNCIL CHAMBERS, MUNICIPAL HALL

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 - b) Metchosin Park Trail Repairs
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 - d) Feasibility Study on Duke Road East Trail
7. **Reports**
 - a) Parks & Trails Coordinator Verbal Report
 - b) Council Liaison Verbal Report
 - c) Chair Verbal Report
 - District of Metchosin Respectful Workplace Policy
8. **Correspondence**
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 - a) Budget - Capital
 - b) Council Meeting
 - c) Election of Chair and Vice Chair - Now or Later
 - d) Past Member Recognition
10. **Adjournment and Next Meeting Date**

District of Metchosin

Minutes

**Parks and Trails Advisory Select Committee Meeting
Tuesday, November 21, 2023 at 7:00 p.m.
Council Chamber, Municipal Hall**

Present: Mark Atherton (Chair), Councillor Jay Shukin, Ron Aubrey, Ryan Carter, Ellen Dewar, Karen Hoffman, Gord Stodola (Recorder)

Regrets: Jim Nan, Lee Johnston

The meeting was called to order at 7:02 p.m.

1. Agenda, Additions and Approval: add 9d) Christmas Social

At the onset of the meeting, Chair Mark Atherton informed the committee that his two-year term expires December 31, 2023 and he has not renewed his term. He suggested that the discussion that follows should be mindful of that.

Moved by Gord that the Committee approve the agenda as presented.

Carried

2. Presentations: N/A

3. Public Participation:

Erin Ronsse – Presented and spoke to a map of the Albert Head area. She has been in touch with a surveyor regarding the Duke Road East Trail project who provided a brief on challenges and possible costs for identifying survey pins. She has spoken with Ron Aubrey regarding equipment requirements. She introduced the committee to the concept of an advisory shoulder and its safety benefits.

Patty Williams – thanked Mark for his presentation to the Community Planning Committee regarding the Duke Road East Trail project, and especially appreciated his emphasizing pedestrian safety.

Tamara Ballard – asked about the status of a trailhead sign at Sea Bluff brought up a couple PTASC meetings ago. She mentioned she had hiked the Mount Ash trail and appreciated both the view and the work undertaken to remediate the trail.

Kathy Atherton – spoke to the conversations in the Atherton household about Mark’s future with PTASC and encouraged the Committee members to urge Mark to stay on. She believes the Mount Ash trail is still in need of additional remediation.

4. Adoption of Minutes

a) Parks and Trails Advisory Select Committee, September 19, 2023

Moved by Ellen that the Committee approve the minutes of the Parks and Trails Advisory Select Committee meeting held on Tuesday, September 19, 2023.

Carried

5. Receipt of Minutes

a) Community Planning Committee, September 11, 2023

b) Metchosin Environmental Advisory Select Committee, June 27 and September 26, 2023

The highlights of the above-noted minutes as they relate to PTASC were discussed. Mark had observations about the third draft of the stormwater management plan, the Duke Road East Trail, Weir Beach stairs, and the Beckingham Road subdivision application.

Moved by Councillor Shukin that the Committee receive the above-noted minutes for information.

Carried

6. Business Arising from the Minutes

a) Buffer Land Working Group: Councillor Shukin provided an update on this topic. Of note:

- The final public input session was held, and the Working Group's final report was submitted on October 23, 2023. From this report, four phases are proposed:

Phase 1: Council to gauge its support for effectively resourcing a park management plan that supports the Buffer Land as a protective ecological area.

Phase 2: Pending completion of Phase 1, rezone the Buffer Land to the existing Parkland zone (P3), doing this as soon as possible.

Phase 3: Develop a new zoning designation that better reflects ecological conservation / preservation goals. Apply this zone to the Buffer Land when ready.

Phase 4: Develop a management plan for the Buffer Land, detailing adequate resourcing to meet the requirements of Phase 3.

... Should Council determine that it cannot resource the Buffer Land to support this land as a park, it should consider a sale to a third party.”

b) Parks Donation Program

- Parks Donation Program Update
- Parks Donation Program Guidelines

The Committee discussed Ryan's updates and provided feedback.

Action – Ryan to incorporate feedback and circulate before the next meeting.

c) Welcome to Metchosin Sign: A level of frustration about lack of District support and recognition for all the volunteer effort to maintain this very visual entrance to Metchosin was articulated. Repeated requests for some Public Works support with weeding have gone unanswered.

At a recent site visit, Ron offered, based on his years of keeping this site tidy, to draft a maintenance schedule. This maintenance schedule will help inform the decision on whether this site should be classified as a park or a roadside trail.

Action: Request to staff to remove this item from the agenda, and bring forward when the maintenance schedule is available for review.

- d) **Dogs in Metchosin Working Group:** is undertaking an information campaign, including suggesting paper map revisions to accommodate info about dogs off-leash / under control.

PTASC agrees with ‘All Dogs Must Be on Leash at Sea Bluff Farm’, but the committee has some concerns with specifying dogs can be off-leash.

Action: Mark to provide committee feedback to the Dogs in Metchosin Working Group.

- e) **Committee Renewal / Succession Planning:** again, the Committee expressed an ongoing frustration with its engagement with the District. Too often Committee input appears to be ignored or unacknowledged. This ongoing issue has escalated to the point that it is affecting the desire of some committee members to stay involved with PTASC.
- f) **Metchosin Park Trail Repairs:** Despite Mark’s email to Interim CAO Tarnowski of September 21 requesting district assistance with a timely repair to a section of Metchosin Wilderness Park, and Councillor Donaldson recognizing it as a safety issue, no fall repair was initiated. This repair may need to be delayed to next year.

7. Reports

- a) **Parks and Trails Coordinator Report Verbal Report:** Ryan reported the following:
- Mark cleared a tree in EMP
 - Ryan cleared two trees in MWP
 - Jim and Mark investigated a fallen tree on the Hillman trail, referred to Public Works
 - Another tree down on Lisandra trail – Ryan will go look later this week
 - A resident requested more brush clearing on the Olympic View Drive beach trail, but Ryan cannot contact them, so he is not entirely sure exactly what they are asking for
 - Memorial bench on Duke Road now pending updated Parks Donation Program
- b) **Council Liaison Verbal Report:** most updates were provided in discussions in **6. Business Arising from the Minutes.** Additionally:
- Weir Beach stairs – there was a recent on-site meeting with technical resources. Construction challenges have been identified. Options will be discussed at the next Community Planning Committee meeting
 - Thanked PTASC members who have not renewed their terms
 - Sea Bluff sign – will follow up on
 - Beckingham subdivision application – has come back to the district as an 18-lot subdivision with no request for amenity zoning previously proposed
 - Buffer Land Working Group – all terms were met
 - The district is drafting a nuisance bylaw, which includes noise, odour and unsightly premises. The bylaw has passed second reading
 - Stormwater Detention pond for the Centre Mountain residential development – Council has passed several motions toward ensuring the detention pond is part of a system that has advanced water quality measures and that there is consideration for the maintenance of the pond post-construction.
- c) **Chair Verbal Report:** Mark reported the following:
- William Head crew has gone silent
 - Requested four European Ash in Blinkhorn be felled by Public Works, no feedback or action.

Moved by Gord that the Committee receive the above reports for information.

Carried

8. Correspondence

- a) **Gerald Vaulkhard, Memorial Bench Sponsor Request:** Mr. Vaulkhard's family sponsored a memorial bench at Weir Beach back in 2013 or 2014. The 10-year maintenance period originally paid for is near expiring and the family wishes to continue to maintain the bench for another 10-year period.

Actions – Ryan to review the condition of this bench and estimate the cost of maintenance over the next 10 years. Provide this cost to staff for dissemination back to Mr. Vaulkhard.

Ryan to request a current list of benches from district staff.

Staff to contact Mr. Vaulkhard and advise they will provide him with a cost once they've received it from Ryan.

9. Other Business

- a) **Feasibility Study on Duke Road East Trail:** Councillor Shukin has informed the Community Planning Committee that PTASC and some residents of the Albert Head area will be proceeding with a feasibility study for a Duke Road East trail. PTASC to coordinate.

Suggested steps include:

- securing survey plans for a section of road, and attempt to find property pins
- get a sense if surface area allows for a trail to be constructed
- determine what expertise Albert Head residents can bring to the project

Action: Councillor Shukin to lead the early coordination of this feasibility study, enlisting the Trails Coordinator and some Albert Head residents to form a group to move forward.

Councillor Shukin to inform Community Planning Committee that there is an approximate \$10K estimate for surveying, and request authority to spend from 2023 PTASC budget if the feasibility study deems the trail construction feasible.

- b) **Proposed Rezoning Application Referral, 4696 Beckingham Road** – this type of subdivision application does not require 5% park dedication. PTASC recommendation from the previous site visit with members of the development team still apply – the road from the end of Windfall Road should be designated as a trail; a trail from the Galloping Goose to the north-east corner of the property should be developed; roadside trails within the subdivision should be constructed.

Action – Mark to document these points and provide to the district as PTASC's feedback.

- c) **Mount Ash Trail Repairs** – previously covered.
- d) **Christmas Social** – will be held at the January 2024 meeting. Alumni should be invited.

10. Adjournment and Next Meeting Date

Moved by Ron to adjourn the meeting at 9:30 p.m.

Carried

The next meeting will be held on January 16, 2024, or at the call of the Chair.

District of Metchosin

Minutes

**Community Planning Committee Meeting
October 16, 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 Jennifer Miller, Legislative Services Assistant (recorder).

The meeting was called to order at 8:34 p.m.

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 correspondence regarding the Councillor’s Report, Information request and policy direction – Standards for “Proof of Water” for Subdivision Approval.

Carried

2. Presentations

Councillor Shukin provided an overview of his PowerPoint presentation regarding short-term rentals (STRs) including the following:

- Review of STRs and association concerns
- Definition, platforms, and focus of STRs within the context of a principal residence
- Concerns over STRs
- Rules introduced in 2018
- The District of Metchosin’s STR regulation
- Enforcement and business license requirements
- The number of business licences in Metchosin versus online findings
- STRs in the Capital Regional District
- Provincial action on STRs
- Background and discussion points on the District’s approach
- Actions other jurisdictions are taking
- Business Licence Bylaw
- STRs in Metchosin
- The October 16th provincial announcement and changes scheduled to take place next year
- Options for next steps such as enforcement, assessing impacts to water and septic systems, higher business licence fees, prohibition, or no action.

3. Public Participation

Bev Bacon, Metchosin Resident, expressed support for clarification on standards for proof of water when approving new wells. Ms. Bacon suggested that the District of Highland’s Councillor Gordon Baird present to Council and that a 3D chart using ground-penetrating radar or more test wells be created.

Nicole Shukin, Metchosin Resident, agrees with the recommendations around proof of water. Ms. Shukin referred to the approval of the stormwater management plan/detention ponds on the buffer land and suggested that developers should provide a simulation/high quality visual of what the detention pond will look like.

Bob Burgis, Metchosin Resident, is a business license owner of a short-term rental. Mr. Burgis runs the operation as a bed and breakfast with self-catering and on-site management. He is encouraged by the provincial government's stance and would like to see the rules go back to what they were a few years ago with one or two people in the house managing the rental.

Joann Van Amstrel, Metchosin resident, expressed concerns regarding Weir Beach noisy long and short-term rentals, noting that the rules have not been enforced and that a business license is not in place. She is also concerned that every time a house gets sold it could become a short-term rental and that the owners may not live on site and rent it out.

4. Adoption of the Minutes

Moved and Seconded by Councillors Gray and Epp that the Committee adopt the minutes of the Community Planning Committee meeting held September 11, 2023.

Carried

5. Receipt of Minutes

Moved and Seconded by Councillors Epp and Donaldson that the Committee receive the minutes of the Buffer Land Working Group meeting held September 12, 2023.

Carried

Moved and Seconded by Councillors Mayor Little and Councillor Donaldson that the Committee receive the minutes of the Parks and Trails Advisory Select Committee Meeting held September 19, 2023.

Carried

Moved and Seconded by Councillor Donaldson and Mayor Little that the Committee receive the notes of the Buffer Land Working Group Community Input Session #2 held October 4, 2023.

Carried

6. Reports

a) Staff Report, Short Term Rentals Regulation, Background Information

Councillor Shukin introduced the staff report regarding Short Term Rentals.

Committee discussion:

- New provincial rules for STRs
- Enforcement and additional costs
- Metchosin's business bylaw and license fees
- The potential of the province imposing bylaws verses municipalities doing their own
- Annual business licence fees, enforcement, and consistency with the District bylaw and provincial regulations
- Nuisance questions, concerns, impacts on housing
- Provincial regulations, enforcement, and costs
- Increased business licences costs could cover enforcement
- Consider landlord requirement to be on site

- Multiple Airbnbs on one property
- Enforcement, environmental concerns, and impacts to neighbours
- Staff resources

Moved and Seconded by Councillor Shukin and Mayor Little to recommend that Council direct staff to bring forward a report on:

1. Business Licence Fees;
 2. Consistency between the *District of Metchosin Business Licence Amendment Bylaw, No. 647* and provincial legislation and regulations; and
 3. Recommendations on enforcement,
- pending the release of provincial regulations and more information from the province regarding short-term rentals.

Carried

a) Councillor's Update

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

- The Buffer Land Community Input Session #2 took place on October 4, 2023. The goal is to have a report filed for the October 23, 2023 Council meeting.
- Information request and policy direction – Standards for “Proof of Water” for Subdivision Approval and a suggested motion to developing a policy/procedure for approving water in new subdivisions.

Committee discussion:

- The *District of Metchosin Subdivision Servicing Bylaw No. 38, 1987*
- Bylaw verses policy
- Operational standards and practices
- Potential of hiring a consultant and updating the subdivision servicing bylaw to include testing to an appropriate standard
- Recommendation to look to other jurisdictions who have done similar work
- Gathering metrics
- Cost effectiveness

Moved and Seconded by Mayor Little and Councillor Donaldson to recommend Council send a letter to the provincial government petitioning for additional observation wells for Aquifer 606.

Carried

Moved and Seconded by Councillors Gray and Epp to recommend that Council request a staff report on best practices for approving water in new subdivisions in preparation for revising the *District of Metchosin Subdivision Servicing Bylaw No. 38, 1987*.

And That staff check what other jurisdictions are doing, look for specific amendments, and submit the bylaw amendments to legal counsel for review.

Carried

- Parks and Trails Advisory Committee (PTASC) - Meeting of September 19, 2023

Councillor Shukin provided updates from the September 19, 2023 PTASC meeting including a request from residents for a roadside trail on Duke Road East

Committee discussion:

- Existing roadside trail with gravel screenings
- Budget and maintenance costs
- Various sections of the trail
- Safety concerns
- Feasibility plan
- Prioritizing trails overall and the master plan
- Risk of encroaching on private properties
- Staff resources

Councillor Shukin will bring the Committee’s discussion points to the PTASC Chair.

- PTASC member positions are up for renewal next year.
- The Parks Donation Guidelines updates are underway.
- Progress is being made on the memorial park bench at the Duke Road bus stop.
- The boundaries of the Seaspray and Graceland pocket parks were recently flagged by PTASC members.
- The PTASC coordinator reported on PTASC activities, with over 204 hours of volunteer time logged since mid-June.
- PTASC provided input on the Centre Mountain Stormwater Management Plan.

7. Receipt of Correspondence

- a) Bev Bacon, Standards for “Proof of Water”

8. Adjournment

Moved and Seconded by Councillors Gray and Epp that the Committee adjourn the meeting at 9:43 p.m.

Carried

Certified Correct

Chair

Corporate Officer

District of Metchosin

Minutes

Environmental Advisory Select Committee Meeting

Tuesday, September 26, 2023 at 7:00 P.M.

Council Chamber

Metchosin Municipal Hall

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

Regrets: Erin Van de Water

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

1. Agenda, Additions and Approval

Moved and Seconded by Andy and Rick that the Committee approve the agenda with the addition of a discussion of changing our monthly meeting schedule.

Carried

2. Presentations

a) Alison LeDuc, President, Bilston Watershed Habitat Protection Association (BWHPA), gave a presentation about Stormwater Management which was also included in the agenda package. Brent Donaldson pointed out that stormwater management should be planned on a district level not just development by development. Activities in other districts such as Langford affect Metchosin. Andy suggested that the BWHPA produces a document listing the 6-8 items that they would like to see in the Centre Mountain Residential Stormwater Management Plan to guide MEASC's eventual response to that document. Alison has agreed to do that.

Action item: Steve will get the 2019 Land Cover GIS layers for Bilston watershed.

3. Public Participation: None

4. Adoption of Minutes

Moved and Seconded by Andy and Bill that the Committee approve the minutes of the Environmental Advisory Select Committee meeting held on June 27, 2023.

Carried

5. Review of Minutes

a) Council and Standing Committee Minutes

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

Carried

b) Advisory Committee Minutes

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

Carried

6. Business Arising from the Minutes

a) Metchosin Climate Plan

- Steve and Merrilee to begin work on evaluation criteria.
- The Agricultural Plan RFP has been awarded. MEASC would have like to see more about addressing climate change.
- Adoption of the zero carbon step code will be considered at the upcoming meeting of the Environmental and Natural Areas Committee
- It was thought that the Canadian Federation of Municipalities (CFM) might have climate change funding that is only available to its members. No CFM climate grants have been identified.
- Our application to the CRD for grants to install two electric vehicle chargers has failed because the CRD did not get the grant it expected. Metchosin Administration will pursue a contract with a provider.
- Metchosin will continue to promote the CRD's Home Energy Navigator Program to assist citizens in obtaining grants for energy saving home upgrades.
- MEASC previously recommended to Council that they not allow the natural gas extensions to any new development. Council has asked the Administration to investigate the implications of this.

b) Federal Aquatic Invasive Species Prevention Fund

- We had hoped that this fund would fund some of our invasive species control measures (e.g., knotweed) but have found that it is only for the invasive green crab which is not a significant problem here.

c) Buffer Land Stormwater Management Planning

- MEASC does not feel qualified to comment on the engineering data presented in the Centre Mountain Residential Stormwater Management Plan.
- There will be updated versions of the plan issued for some time. MEASC would like each new version of the document to be clearly identified.
- MEASC is aware that they cannot release any preliminary versions of the document and that there are significant penalties for doing so.
- MEASC expects that final approval from Metchosin will be required this document and also its detailed implementation plan.
- MEASC members expressed concerns about the implication that water flows may be switched from one creek to another and would like information about this if that is in the plan. There was also concern expressed that guarantees about water quality standards were not as firm as we would like.
- In light of the extreme weather we have been experiencing and the many unknowns surrounding climate change, would it not be advisable to plan for even worse scenario than a 200 year event?
- With the massive removal of trees and soil disturbance which has taken place this year, what can Metchosin expect in terms of storm water runoff this year? And for the protection of the riparian areas?

Moved and Seconded by Andy and Anna that MEASC recommends to Council that they should hire someone with expertise in hydrology and engineering to review the Centre Mountain Residential Stormwater Management Plan

Carried

d) Sue Big Oil Campaign

- Council requested more information about what costs might be incurred if the law suit failed. There will be a presentation by Andrew Gage of West Coast Environmental Law to the Environmental and Natural Areas Committee on October 16, 2023. They will explain more about the implications of joining this campaign.

e) Proposed Rezoning Application, Beckingham Road.

- The Developer has now applied for an 18 lot subdivision instead of the earlier 24 lot proposal. This means that it will be handled by staff under existing policies and bylaws. It was noted that a positive outcome of this issue has been significant public engagement and input.

7. New Business

a) 2023 Union of BC Municipalities Convention

- All of Metchosin's resolutions concerning the protection of old growth forests, enhancing/protecting biodiversity in local communities, and reducing anchorages outside of the Port of Vancouver were passed at the UBCM and the issues will now be taken over by them for further action.

b) Bilston Creek Watershed Management Planning

- In Metchosin's Strategic plan, environmental stewardship is identified as a goal and there is a specific reference to "preserve and protect our shoreline, watersheds and aquifers". MEASC would like to develop a Bilston Creek integrated water shed management plan. It has been suggested that a version of the plan which was developed some years ago be re-examined and revised.

Action Item: Merrilee, Andy and Steve will meet to discuss next steps.

c) Riparian Area Regulation

- Steve brought the committee's attention to the document "Riparian Areas Regulation for Local Governments". He recommended the District enforce more strict riparian area regulations to protect these sensitive ecosystems throughout Metchosin and pointed out that the Metchosin Foundation's Bilston Conservation Corridor Project is an example of work in this area.

Action Item: Andy and Steve will review the provincial regulations and bring forward potential approaches for consideration at the next MEASC meeting.

d) New meeting date

- Due to a conflict, a committee member cannot attend on most of our meeting dates. We will investigate whether any alternative times are available

8. Reports: none

9. Correspondence:

All correspondence was received by MEASC.

10. Adjournment and Next Meeting Date

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

Carried

The next meeting will be held on Tuesday, October 24, 2023 at 7:00 p.m.

District of Metchosin

Minutes

Environmental Advisory Select Committee Meeting

Tuesday, October 24, 2023 at 7:00 p.m.

Council Chamber

Metchosin Municipal Hall

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

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

1. Agenda, Additions and Approval

Moved and Seconded by Steve and Merrilee that the Committee approve the agenda with two changes: the addition of a Presentation (Agenda Item 2) on Dark Skies by Ted White; and combining the two bullets under 6b (Criteria for Evaluating GHG Reductions and Action Plan) into one bullet: Criteria for Evaluating Metchosin's Climate Action Plan.

Carried

2. Presentations

a) Ted White, Healthy Communities Advisory Committee. Proper lighting is generally considered under Dark Skies as useful for astronomy but has a lot of other health and environmental benefits. Metchosin has a Dark Sky policy. Ted feels that Metchosin should become a Certified International Dark Sky community (there is only one in Canada so far, in Bon Accord, Alberta).

Action Item: Please include Dark Sky as a MEASC Agenda item for November. Ted White will provide materials for the discussion at our next MEASC meeting.

3. Public Participation: None

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 September 26, 2023.

Carried

5. Review of Minutes

a) Council and Standing Committee Minutes

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

Carried

b) Advisory Committee Minutes

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

Carried

6. Business Arising from the Minutes

a) Buffer Land Stormwater Management

Metchosin's Environment and Natural Areas Standing Committee recommended (following our recommendation) that Metchosin engage a qualified professional to review the Stormwater Management Plan. Council decided we are okay for engineering and hydrology, but authorized hiring a qualified professional to review adequacy of the green infrastructure design.

b) Metchosin Climate Action Plan – Draft Working Papers on Evaluation Framework
• **Criteria for evaluating Metchosin's Climate Action Plan**

In 2028 there will be a review to evaluate progress on Metchosin's Climate Action Plan. Certainly, the Capital Regional District (CRD) data will help – that is the biggest piece. Merilee and Steve provided abundant additional material for evaluation, attached to the agenda package. Their notes were produced separately; they have not been amalgamated yet. This is just an update, for MEASC information. This meeting provided time for lots of MEASC discussion about agriculture, wells, and groundwater protection.

Action Item: Staff, please leave this as a standing agenda item, with the new title. MEASC members, please review and send comments on the materials that Merrilee and Steve have developed so far.

c) New Meeting Date and Committee Terms of Reference

Erin cannot make meetings on the current day, due to a conflict with monthly preschool meetings. After some discussion, Erin volunteered to ask the preschool to change their meeting dates.

7. Reports: None.

8. New Business

a) Bilston Watershed Habitat Protection Association, Summary of Recommendations Regarding Centre Mountain Storm Water Management Plan

These recommendations, and others, have been passed along to Councillor Shukin, who is taking the lead on this.

b) BC Government 30% Protected Land by 2030 Commitment

- BC Government Commits to Doubling the Protection of Lands in BC to 30% by 2030
- Protecting 30 by 2030

Concern was expressed that the provincial government might not get the input it needs to make the best decisions about new protected areas in Metchosin.

Action Item: Garry will revisit MEASC's Green and Blue Spaces Strategy and bring a report back to our next MEASC meeting.

9. Correspondence:

**a) Minister George Heyman, Ministry of Environment and Climate Change Strategy,
Human Health Risk Report, Trans Mountain, Condition 38**

Sooke has expressed concerns similar to Metchosin's regarding tanker traffic in the Strait of Juan de Fuca. MEASC members generally felt that Minister Heyman's recommendations were appropriate. Minister Heyman indicated that concerns transit when weather is rough is Transport Canada – perhaps include this in discussions with Sooke?

Action Item: Steve to draft a letter to PHO for consideration at our next MEASC meeting. Steve will ask Mayor Little if she will raise this issue with Sooke in the media.

10. Adjournment and Next Meeting Date

Moved and Seconded by Ric and Garry that the Committee adjourn the meeting at 8:50 p.m.

Carried

The next MEASC meeting will be held on Tuesday, November 28, 2023 at 7:00 p.m.

District of Metchosin

Minutes

Environmental Advisory Select Committee Meeting

Tuesday, November 28, 2023 at 7:00 p.m.

Council Chamber

Metchosin Municipal Hall

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

Regrets: Anna Hall

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

1. Agenda, Additions and Approval

Moved and Seconded by Steve and Merrilee that the Committee approve the agenda with these changes: move 9a up to after agenda item 2 (same issue); add 9g (Sue Big Oil) and 9h (Zero Carbon Step Code).

Carried

2. Presentations

a) Nitya Harris: Predator Strategies, Lessons Learned from other Communities

Peter Pauwels sends regrets. Nitya Harris is with 'Coexisting with Carnivores'. There were 7-8 cougars and 61 sheep, killed in Metchosin in June 2023. Nitya explained best management practices for avoiding conflicts between carnivores and livestock. She reviewed management plans and bylaws from various communities. All designed to reduce conflicts with carnivores. How can Metchosin better deal with this issue? This has been referred to AASC also.

Moved and Seconded by Andy and Ric that MEASC recommend to Environment Committee that they invite Nitya & Peter to make a presentation to them, and that Environment Committee (with the assistance of AASC and MEASC) develop a plan for dealing with this difficult issue.

Carried

3. Public Participation

Brent Donaldson, sheep farmer for >30 years. He emphasizes that whatever subcommittee is established consults closely with local sheep farmers. He believes that many of the actions suggested and discussed are impractical (logistically and/or financially).

4. Adoption of Minutes

Moved and Seconded by Ric and Steve that the Committee approve the minutes of the Environmental Advisory Select Committee meeting held on October 24, 2023.

Carried

5. Review of Minutes

a) Council and Standing Committee Minutes

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

Carried

b) Advisory Committee Minutes

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

Carried

6. Business Arising from the Minutes

a) Climate Action Plan

- Evaluation Framework for Metchosin's Climate Action Plan
- Action Plan Update

Merilee translated Priority Action Items into this monitoring spreadsheet. Bill provided comments on Merilee's spreadsheet.

Moved and Seconded by Andy and Steve that Merilee and Bill work together to revise Merilee's spreadsheet to incorporate Bill's comments. And that MEASC then pass the spreadsheet along to Environment Committee, emphasizing the considerable resources (people and dollars) that will be required to monitor the effects of implementing a Climate Action Plan in Metchosin.

Carried

Moved and Seconded by Ric and Garry that Environment Committee invite the ReImagine West Shore Community group to address Environment Committee.

Carried

b) BC Government 30% Protected Land by 2030 Commitment

- MEASC's Green and Blue Spaces Strategy
- Draft BC Biodiversity and Ecosystem Health Framework

Moved and Seconded by Steve and Erin that MEASC members send comments on Draft BC Biodiversity and Ecosystem Health Framework directly to the provincial government.

Carried

c) Tanker traffic in the Strait of Juan de Fuca

Steve gave us an update on development of an op-ed.

7. Reports

a) Bullfrog Management Project Results 2023

Moved and Seconded by Andy and Bill that we support Stan Orchard's recommendation that Metchosin continue bullfrog control work in 2024.

8. **Correspondence:** None.

9. **Other Business**

a) Human-Wildlife Conflict Prevention Strategies

See Notes under 2a.

b) Proposed Subdivision Application Referral, 4696 Beckingham Road

Erin recommended that all proof of water supply for potential well sites should be done during the summer months.

Moved and Seconded by Steve and Andy that all of the concerns identified in the environmental assessments (Swell Environmental Consulting and Cascadia Biological Services) be specifically addressed prior to development.

Carried

c) Fossil Fuel Non-proliferation Treaty

Moved and Seconded by Andy & Steve that MEASC encourage Council to support this Treaty.

Carried

d) Reducing Anchorages Outside the Port of Vancouver

Steve gave a brief update.

e) Invasive Species – Parrot’s Feather (*Myriophyllum aquaticum*)

Staff: Please put this on the next MEASC Agenda.

f) Riparian Area Regulation

Steve gave a brief update on the interaction between provincial legislation and municipal bylaws.

Moved and Seconded by Garry and Merilee that MEASC encourage Environment Committee to request staff to investigate whether Metchosin should have a specific riparian area bylaw.

Carried

g) Sue Big Oil

Steve gave us an update on this issue that has come before Council. Council decided not to pursue this.

h) Zero Carbon Step Code

Steve gave us an update on this issue that has come before Council. Council supports this.

10. **Adjournment and Next Meeting Date**

Moved and Seconded by Ric and Bill that the Committee adjourn the meeting at 9:13 p.m.

Carried

The next MEASC meeting will be held on Tuesday, January 23, 2024 at 7:00 p.m.

Metchosin Parks Donation Program

Updated: January 2024

Suggested Locations

- Location to be suggested by donor.
- Please note that Weir Beach, Taylor Beach, Sea Bluff Trail, and Blinkhorn Nature Park locations are full.

Application Process

1. Staff receives the application.
2. Application scanned & emailed to Parks and Trails Coordinator, *trailscoordinator@metchosin.ca*. Trails Coordinator will contact donor to discuss bench/table placement.
3. Copy application into PTASC upcoming meeting file. PTASC to review application, location, and plaque wording.
4. Trails Coordinator refer application to the Chief Administrative Officer, Fire Chief, Public Works, A referral will be made to the Ministry of Transportation and Infrastructure
5. Pending input from all parties approve, Trails Coordinator to refer to Council for their review.
6. Trails Coordinator to gather an updated quote.
7. If Council approves, staff to receive the donation from the applicant.
8. Once application is approved, staff to order bench/table and plaque from respective designated suppliers. As of September 2023, the approved suppliers are:
 - i. bench/table: Classic Cedar (250-474-7611);
 - ii. plaque: Achinbach (250-474-0037)
9. Courier completed plaque to the bench/table supplier to install.
10. Trails Coordinator to coordinate pouring a concrete pad. Must be between 4'x8' to 8'x8' in size.
11. Classic Cedar to install bench or table on concrete pad.
12. Trails Coordinator to coordinate maintenance.

Donation Amount

- A current quote for material and installation services will be required for every new application. Trails Coordinator to gather the quote.
- A maintenance fee of 20% of material costs will be added. Maintenance fees must be renewed every 10 years.
- For reference, the total cost of a bench including maintenance in 2023 was roughly \$2600.