

District of Metchosin

Minutes

**Parks and Trails Advisory Select Committee Meeting
Tuesday, March 19, 2024 at 7:00 P.M.
Council Chamber, Municipal Hall**

Present: Ron Aubrey (meeting chair), Kathy Atherton, Ryan Carter, Caroline Donahue, Karen Hoffman, Jim Nan, David Shanks (recorder), Councillor Jay Shukin.

Regrets: Gord Stodola

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

1. Agenda, Additions and Approval:

- Kathy requested update on Weir Beach Stairs, under **Other Business 10 e)**
Moved by Karen that the committee approve agenda with amendment.

Carried

2. Welcome to New Members and Introductions

3. Presentations: N/A

4. Public Participation

- Darren Brown: Graceland Rd
 - Seeking 2 things from Petition:
 - Public Consultation
 - Alignment with Strategic Plans
 - Requested to record PTASC meetings using microphones
 - **Ask that all material presented to committee published with the meeting minutes**
 - Supported the P&T Master Plan; noted need to address the Buffer Lands
 - Asked not to rush ahead with Duke Rd Trail, conduct community consultation, consider various options (e.g. traffic calming, bollards)
- Diana Smith: William Head Rd
 - Expressed Appreciation for PTASC
 - Referenced her 20-July-2023 Public Communication; challenge with Village visitors parking along side of road in places they shouldn't be parking. (e.g. yellow line (like Witty's), or tow-away signs)
 - More recent Public Communication re: Madill Trail; the trail is very soggy. Her main concern is there is no feedback received regarding this & above Public Communication.
- Jill Armstrong: Lisandra Rd
 - Concerns about Albert Head Trails/Duke Rd bringing additional people into Tower Point, when CRD indicates that Tower Point is at its Breaking Point
 - Supports trail extension to Chapel Heights
 - Does not support Duke Trail from Chapel Heights to Metchosin Rd.
- Jim McPherson: Eagle Tree Place
 - Expressed he does not support Duke Rd Trail

- Albert Head community is relatively well represented, but other communities not represented but have also asked for trails
- Duke Rd proponents don't adequately consider connectivity to Colwood/Royal Bay
- Expressed concerns about costs to develop full trail discussed at past meetings
- Lack of detail about Duke Rd trail in official documents, but not in PTASC Minutes
- Any trail development should wait until P&T Master Plan Updated

- Avril Yoachim: Winfall Rd
 - Question about parking in Duke Rd area, will there be parking for users from outside Metchosin?

- Ellen Frisch: Parry Cross Rd
 - 14 years ago fought to put trails in for children walking on Metchosin Rd
 - Raised concern that regular vehicles parking on the trail, have cause trail to no longer be elevated relative to ditch/roadside
 - MOTI requires clear side of roads & ditches, **requests more defined delineation/separation of trails/ditches from roads**
 - **Please consider this for future trail development**
 - Referred to Crash Statistics ([Vancouver Island crash statistics handout provided](#))
 - Noted she has been involved in much past work on Public & Indigenous Engagement, encourages this as plans move forward
 - Asked to focus on Safety Initiatives & Clear understandable plans

- Barb Sawatsky
 - Asked Jay what is the role of Council Liaison?
 - Raised concerns that Council Liaison is acting in biased manner
 - Not clear why residents have to come to both Council & PTASC meetings to understand/provide input on Trails

- Yaroslav (Parry Rd area)
 - Same concern as Diana & Ellen on trail along William Head
 - Had incident walking with baby in stroller where the trail was blocked by cars. Needed to walk on road, ended up with car behind & in front & very dangerous situation. Had another dangerous encounter trying to cross at the Crosswalk (this was occurrence during busy meeting at Metchosin Community Hall)
 - Chair requested written statement to provide to PTASC/Metchosin emails to ensure details captured
 - Asked about Parking restrictions & suggested to work with Community Hall Board to have their guests park courteously.

- Kyara Kahakauwila: Parry Cross Rd
 - William Head parking on roadside trail issue had been longstanding, always occurs when there are big events at MCH. Suggested Metchosin needs to come up with process/path forward with MCH Society
 - Duke Rd; used to live in area. If trail is needed, focus on the P&T Master Plan to move forward.
 - Noted this also needs to consider the Buffer Lands
 - Roadside trails are maintained by Public Works (added costs) vs connector trails maintained by volunteers. This needs to be considered for P&T Master Plan as well as budgeting

- Yvonne Duclos: Duke Rd
 - Expressed concern that a trail & improving safety is dividing people
 - Read email sent (18-March-2024)

- Expressed that Duke Rd trail initiative isn't new but is now being actioned as it should have been long ago. Feels it is lucky worse outcome has not happened already
- Noted that she has spoken to neighbours that avoid walking on road due fear for safety.
- Not opposed to having outsiders visit Metchosin

- Erin Ronsse: Cactus Pl
 - Welcomed new & experienced PTASC members
 - Expressed support for all Metchosin trails
 - Noted that Collector Roads (per OCD) with high crash statistics should warrant efforts on trails to improve safety
 - Suggested volunteers need to be sought to benefit community
 - Asked for Metchosin to reclaim its public spaces

- Jeanette McMillan: Duke Rd
 - Spoke to Sept 2023 "expression of interest", noted that it was not intended as Petition
 - Noted current ask is only for survey.
 - Noted opponents seem not to be regular users, while proponents are those walking daily
 - Noted that Tower Point needs to have vegetation restorative initiatives enacted

- Roxan Shanks: Dutnall Rd
 - Thanked everyone for speaking & listening.
 - Encouraged those interested/concerned to come see area both Duke Rd East & West, especially between 7-9am & 3-5pm
 - Noted safety concerns & regular wildlife killed by vehicles
 - Spoke to concerns about increased visitors due to new Royal Bay residents coming, and that trail development needs to consider this & provide options for visitors walk rather than drive

5. Adoption of Minutes

a) Parks & Trails Advisory Select Committee, January 16, 2024

Moved by Ron that committee approve the minutes of the Parks and Trails Advisory Select Committee meeting held on January 16, 2024.

Carried

6. Receipt of Minutes:

a) Special Community Planning Committee, November 7, 2023

Moved by Ryan that committee receive the above noted minutes.

Carried

b) Community Planning Committee, November 27, 2023, January 15, 2024

Moved by Ryan that committee receive the above noted minutes.

Carried

c) Environmental Advisory Select Committee, January 23, February 27, 2024

Moved by Ryan that committee receive the above noted minutes.

Carried

7. Business Arising from the Minutes

a) Memorial Bench Sponsor Request

Ron noted the requested bench is near to existing one, but that it seems to make sense for another in place under tree. Kathy asked about adding another name (Sonya Young; Ian's wife) on the bench. Suggested in memory of "Ian & Sonya Young".

Action: Kathy to have Bev Bacon to contact Ryan & Mr. Harding about addition to the memorial plaque.

Moved and Seconded by Jay and Kathy to accept cricket club bench request.

Carried

b) Intermunicipal Connectivity

For Jay to connect with counterparts in Langford & Colwood to interact & learn from each other's approaches. Langford only has councilors on P&T duties. Colwood has only just recently started a P&T committee. Langford important to consider Buffer Lands. Colwood good to consider alignment opportunities. Ryan just suggested to simply have a meeting to present what Metchosin PTASC is doing. Ron asked if Council or PTASC should be contacting counterparts in neighbouring Municipalities. Ron expressed that work near boundaries is shared both ways. Caroline asked if PTASC knows what is planned for P&T for Royal Bay. Ron noted also good to share with Langford & Colwood the challenges that Metchosin is facing. Kathy wants to see Metchosin work less in isolation from Langford, Colwood (& Sooke; noted by Caroline)

Jay noted that Council had no issues with PTASC contacting neighbouring P&T colleagues.

Action: Jay & Ryan to reach out to counterparts in Langford & Colwood P&T roles

c) Next Steps Identified at the Joint Community Planning and PTASC Meeting

Jay provided update that discussion on clarity of roles. Noted about method to communicate if trail/tree needs maintenance;

Recommended Action: Jay suggested requests by email go directly to CAO, Ryan, Ron, & Jay

Road resurfacing, Jay noted that plan for next year to step back (do less) & revisit road resurfacing plans. Noted ditching along sides of road, possible to do without excavating (soil from roadside must be considered toxic & big cost to dispose). Committee unclear what aspects of ditching need to be considered toxic.

8. Reports

a) Parks and Trails Coordinator Report Verbal Report

Ryan reported the following:

- Jim responded to request to fill potholes in Blinkhorn Park.
- Big tree fell on Libra trail, cleared by Public Works next day
- Ryan noted that district staff are regularly providing feedback on requests, & is appreciated
- With Donation Guidelines completed, need to re-open request for Duke Rd bench (stalled waiting for guideline). To be located at bus stop, BC Transit has been contacted

b) Council Liaison Verbal Report

Councillor Shukin reported the following:

- Metchosin budget: Council is continuing discussions. The projected tax increase was over 15% as of January 2024. This has dropped to 7.1%, per the last budget presented in March. Big thanks to our new CAO for working with Council and staff to manage expenditures.
- Council released its priorities the March 11 meeting. Of note for PTASC:
 - Explore, support and be involved in opportunities to enhance agricultural, recreational, cultural, and community building activities. Including
 - Launch the process of updating the District's Parks and Trails Master Plan, engaging PTASC and community stakeholders.
 - Continue pursuing viable opportunities to create or re-establish trails (roadside or forested): Weir Beach, Duke Road, Hans Helgesen/Rocky Point, other trails.
 - Obtain information for an informed decision on the future of the Buffer Land.
 - Other priorities:
 - Developing a management plan for the school;
 - Conduct a feasibility assessment for a new Fire Hall;
 - Update bylaws supporting environmental protection, a peaceful / livable community, housing challenges, and those with revenue implications;
 - Strengthen bylaw enforcement in the above areas;
 - Continue the work to protect our environment; support initiatives on biodiversity, water / watershed protection, shoreline, and greenspace area protection;
 - Enhance communication with residents.

c) Chair Verbal Report:

Ron reported the following:

- All Committee members need to have access to copy of P&T Master Plan
- He was asked to be at March 11th Council meeting. At that meeting he heard that people were complaining to Council & asked them to speak/raise concerns to PTASC.

9. Correspondence: N/A

10. Other Business

a) Election of Chair and Vice-Chair

Jay assumed chair at 8:39 to elect Chair & Vice-chair

- Jim nominated Ron as Committee Chair. No other nominations, Ron accepted.
- Karen nominated Kathy as Vice-chair. Kathy nominated Jim as Vice-chair, Jim declined. Kathy sought to nominate Gord (absent)

Moved by Kathy to defer Vice-chair election until next meeting.

Carried

- Jay suggested there is change for process for taking Meeting Minutes. Ron suggested 1 year term as it takes time to get familiar with discussion points and format.

- **Staff Action:** to provide template for meeting minutes, or Word document copy of Meeting Agenda to simplify recording meeting minutes. (Shelly Donaldson noted Ag Committee has requested same)
- **Staff Action:** Request to determine process for including public participant materials provided to committee

Ron resumed chair of meeting at 8:48 pm

b) Referral: Request for Memorial Bench on Municipal Grounds

- **Minutes and Resolution from the March 11, 2024 Community Planning Committee**
- **Email Request**

This request was discussed above 7 a)

c) Referral: Duke Road East Roadside Trail Feasibility Study

- **Minutes and Resolution from the March 11, 2024 Community Planning Committee**

- Jay spoke to Council/Planning Committee discussions; Feasibility study discussed towards requesting budget for \$10k for survey of all 3 phases & \$10k for proposed construction of phase 1 (materials cost only - as labour and equipment will be provided by volunteers.)

- Council took public input at meetings as need for further Public Consultation
- Need understanding where Duke Rd E fits into P&T Master Plan
- Council request to PTASC, what are the best next steps in light of recent public input?
 - Ron noted any trails that have been built always depends on identifying where property pins are located. Many properties won't have known pin locations, so survey required.
- Jay asked how Duke Rd trail came to front relative to P&T Master Plan priorities?

Update provided from Jim:

- Trails Master Plan is 15 years old and almost every issue has been addressed.
- Very proud of our accomplishments over the last 15 years, well on our way to completing the 2009 Master Plan.
- The Plan advises us to work our way through the options and we are now at Duke Road East and Park Drive
- Other accomplishments have been: Blaney – Duke Trail, Branson Trail, and Pearson College to Galloping Goose Trail.
- As volunteers we have logged 226 hours (union employee wages and benefits would be minimum \$50/hr = \$11,000)
- Priorities per 2009 Plan
 - 1. Kangaroo Road – has been developed as far as possible
 - 2. Rocky Point Road – very difficult, probably not possible
 - 3. Happy Valley Road – 3a has been completed, 3b and 3c are complex and the Galloping Goose runs parallel, not high priority
 - 4. Metchosin Road – village core has a trail now
 - 5. William Head Road – probably not possible
 - 6. Lindholm Road – excessive ditching has removed the possibility of a trail
 - 7. Glen Forest / Pears Road – a portion of this has been completed on Pears Road, the rest is very difficult and costly
 - 8. Park Drive – under discussion

- 9. Duke Road – under discussion
- 10. Arden Road – difficult, low priority
- 11. Liberty – difficult, not high priority
- 12. Neild Road – difficult but perhaps portions linking to the Buffer Lands
 - Jim noted given most is complete, he feels that Duke Rd & Park Drive make sense to move forward.
 - Karen noted many trails have been reviewed & some deemed not feasible
 - Ron noted concern about growth in Royal Bay & need to communicate & align with municipalities & incorporate into Master Plan.
 - Ron suggested to communicate thru Metchosin Muse about public meetings to discuss Master Plan updates. David suggested to engage Ellen Frisch to seek advise on Public Engagement
- **Duke Road East Roadside Trail Feasibility Study**
 - Jay noted Council is seeking to be frugal
 - Need to make sure neighbours concerns are addressed (e.g. in ROW, avoid cutting trees, respect privacy).
 - Jay noted there has been initial resistance to the development of roadside trails in the past.
 - Next steps rely on Budget P&T allocations from Council and an Open House
 - There should be notification from Metchosin to residents to inform about the survey being underway. Karen noted this should also include message “to assure residents that Open House will be held for public input”.
 - Ryan suggested that clarification needed on reason for \$10k for materials is to allow construction to go ahead (& not wait on next budget) IF the Feasibility & consultation is favourable.

d) Referral: Parks and Trails Master Plan

- **Minutes and Resolution from the March 11, 2024 Community Planning Committee**

Topic was covered under item **9 c)** above.

d) Weir Beach stairs, Update requested

- CAO is aiming for work to go ahead starting in April 2024, budget is \$15k with build back better approach. Recognized as commitment made & to be kept by Council & PTASC.

f) Further discussion on P&T Master Plan

- Jay had questions shared just before meeting.

Action: Ron requested Jay to reframe (with aim to divide into chunks) and resend for next PTASC meeting

g) PTASC Contacts & Makeup

- Ron noted that the Committee Contacts are incomplete & need to be filled in.
- Ron also noted that Committee makeup does not follow the original plan with ½ of members rotating on terms on each year.

11. Adjournment and Next Meeting Date

Moved by Jay to adjourn the meeting at 9:21 pm

Carried

The next meeting will be held on April 24, 2024.