



DISTRICT OF METCHOSIN

AGENDA

HEALTHY COMMUNITY ADVISORY SELECT COMMITTEE MEETING

May 28, 2024 at 4:30 pm
Council Chambers
Metchosin Municipal Hall

1. **Agenda, Additions, Approval**
2. **Presentations**
3. **Public Participation**
4. **Adoption of Minutes**
 - a) Healthy Communities Advisory Select Committee, April 23, 2024..... 1
5. **Receipt of Minutes**
 - a) Public Works and Protective Services Committee, May 13, 2024 5
6. **Business Arising from the Minutes**
 - a) Accessibility Committee
 - b) Dark Sky
 - c) HCASC Priorities
7. **Reports**
 - a) Council Liaison
 - b) Fire Chief
 - c) Seniors Information Resource Centre (SIRC) Liaison
 - d) Poverty Reduction Subcommittee
 - e) Health and Safety Subcommittee
8. **Correspondence**
9. **Other Business**
10. **Adjournment and Next Meeting Date**

District of Metchosin

Minutes

**Healthy Community Advisory Select Committee Meeting
Tuesday, April 23, 2024 at 4:30 p.m.**

Present: Shari Rourke (Chair), Sarah Anthony, Ted White, Shannon Carman (recorder), Councillor Sharie Epp, Deirdre Chettleburgh, Jim Macpherson, Kathleen Sutherland

Regrets: Peter Havers, Chris Pratt, Stephanie Dunlop

The meeting was called to order at 4:37 p.m.

1. Agenda, Additions and Approval

Add Dark Sky International Response under Correspondence.

Moved and Seconded by Jim M. and Councillor Epp that the Committee approve the agenda as amended.

Carried

2. Presentations

None.

3. Public Participation

Tamara Ballard, Wootton Rd - Asked to have her comments from the last meeting's minutes amended: "When the issue of Accessibility comes back from Council, that it should be reappointed to the Council Liaison."

4. Adoption of Minutes

Moved and Seconded by Ted W. and Jim M. that the Committee approve the minutes of the Healthy Community Advisory Select Committee meeting held on March. 26, 2024.

Carried

5. Receipt of Minutes

None.

6. Business Arising from the Minutes

a) Accessibility Committee -

Jim M. is meeting with Capital West tomorrow afternoon at 2pm. Will be a year or more before the exiting community will include Metchosin representatives. Hopefully get more clarity on the subject after that. Shari R asked Jim would it be useful to meet with Bob P if there's still confusion after meeting tomorrow - it was agreed that would be helpful.

b) Dark Sky –

Email from Dark Sky was received back today after multiple emails from Ted W - the response thanked us for our patience, confirmed that under their guidelines we are eligible for official certification, and suggested we submit the \$250 fee to access their support in putting together our certification application. Ted has asked a number of questions in response. He suggests that we pay the money now to access their help - this *does not mean* we are applying yet, just getting the process started. Councillor Epp expressed concern about the feasibility of the application now that she's seen the details of it - the amount of time and money involved in getting the designation. Ted W. said he thinks Dark Sky perhaps anticipated we were applying for a higher tier of designation - the one we want is fairly simple, i.e., that we have a policy for municipal lights, and do some education around it. Kathleen asked if there would be another fee on top of this one. Ted says there will not be, other than a nominal annual fee. Shari R asked Ted to put together a short synopsis to explain what the \$250 would go towards and what the long-term commitments are from Council.

c) Committee Priorities Discussion

Jim is worried that the topics brainstormed at the last meeting are too intangible and won't make an impact, and wondered what a healthy community actually is. Shannon C noted that the definition was in the Terms of Reference. Sarah A explained that a healthy community is economically, physically, and mentally healthy. Shannon C, Shari R and Sarah A all noted that high-level discussion is usually needed before action happens, and that most of the suggested projects all have very tangible results. Shari R suggested we could raid the garage sale & repair cafe for tools and volunteers for a tool library, for instance. Re: voting on priorities, will give Kathleen S. a chance to review and add to the options, and before voting at the next meeting.

d) Active Transportation Plan

The process has now begun, starting with a meeting with the planner (Beth) from Urban Systems - Councillor Epp toured around Metchosin to show her the areas of concern. Beth will meet with Parks and Trails tomorrow, and will review trails masterplan, etc. After the information gathering, there will be a public information session (with a focus on hearing from Metchosin volunteer organizations) to find out what their wants and needs are. The hope is to have it done by fall, to be in time for infrastructure grant intake.

7. Reports

a) Councillor Epp- Attended the Fire & Life Safety Expo, 25th anniversary, held at the Old School. Around 1,000 Grade 4 students attended. RCMP fire fighters, all volunteering, talked about fire safety at home as well as stations for bullying, cyber safety, bike safety. Last weekend all of Council attended the Coastal Communities Convention, - Councillor Epp asked the BC Community Health Officer to describe what he does - he can help with sourcing experts on different topics, grant writing, problem solving, etc. Shari R - can he come to a HCASC meeting? Councillor Epp will ask about his availability.

Goose crossing at Matheson is going in but is complicated and will involve BC Transit and CRD. Urban Systems has been hired to draw up the plan for the crossing. Many members noted that cyclists rarely dismount when crossing roads, which is very dangerous. Sarah A noted that in Europe it was police enforcement that made cyclists follow the rules. Kathleen S noted that if we made bike lines, we would get the speedy ones off the Goose.

b) Fire Chief - Chief Dunlop absent.

- c) **SRC** - Neither grant they applied for was accepted - one involving transport innovation, one from Gaming for greater pay for the Office Manager. The letters of support from the community for the grants were amazing, however, so that was uplifting. New manager Wendy Buckland is now trained and in place - the MSA received a number of high-quality applications, but hers was the best. She started at beginning of April. Visits to seniors from Pearson students went really well - the students were giddy on their way back. Working with the MCA on some "super soup lunches" - had a test run last week, looking good for the fall, to have a lunch with students with any leftovers could go in a community fridge. Hoping Wendy can come to some subsequent meetings. Spoke with Lisa Moffat about the poverty reduction grant, how the MSA can be involved.
- d) **Poverty Subcommittee** - On April 29, the subcommittee will be meeting with Lisa Moffat to discuss the poverty reduction grant, going over areas of focus, and how to liaise with SRC and other organizations.
- e) **Health and Safety Subcommittee** - Councillor Epp and Shari R met with Fire Chief to go over options - Chief Dunlop had free first aid sessions started in 2019/2020, only got three done before COVID hit - the thought is they could now resurrect the rest of that list. And, if participants went to every session, they could get a first aid certificate. Chief Dunlop also mentioned that firefighters now have their medical first aid designation, so they can administer pain killers - basically paramedics now.

8. Correspondence

- a) **Dark Sky International email response**

9. Other Business

None.

10. Adjournment and Next Meeting Date

Adjourned at 6:06 p.m. Next meetings will be Tuesday, May 28 and Tuesday, June 25 at 4:30pm.

District of Metchosin
Minutes
Public Works and Protective Services Committee Meeting
May 13, 2024 at 7:00 p.m.

Council Chambers
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded.

Present: Councillor Epp in the Chair, Councillors Donaldson, Gray and Shukin. Also present was Bob Payette, Chief Administrative Officer, Stephanie Dunlop, Fire Chief, and Jennifer Miller, Legislative Services Assistant (recorder).

Regrets: Mayor Little

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

The Chair provided a Territorial Acknowledgement.

1. Agenda, Additions and Approval

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

- Metchosin Fire Department, Protective Services Quarterly Report

Carried

2. Presentations

a) Deidre Chettleburgh, Metchosin Seniors' Association 2023 Annual Report and Financial Statements

Deidre Chettleburgh, Chair of the Metchosin Seniors' Association (MSA), presented the MSA 2023 Annual Report and Financial Statements including the following:

- Introduction
- Synopsis of 2023: services, activities, and accomplishments
- Alignment with the Community Service Agreement with the District and Council's Strategic Plan
- Business Plan and budget
- Senior's Resource Centre operations and management
- Governance
- Objectives
- Income and expenses
- Grants
- Other income
- Educational opportunities
- Recreational and cultural events
- Volunteers

There was discussion regarding community awareness, support, and education.

b) Carol Voyt, Metchosin Pickleball Club, Optimizing the Tennis Court Upgrade

Carol Voyt, Metchosin Pickleball Club, provided a Power Point presentation including the following:

- Goals
 - To refurbish the disused, decades-old outdoor tennis court, creating an optimized *multi-sport area*
 - To provide greater recreation opportunities for residents of Metchosin in their home community
 - To create a *multi-use area* for tennis, pickleball, basketball (and possibly an adjacent playground) as a cohesive concept
- Origin of the tennis court
- Plaque on Tennis Court Fence
- Court design and recommendations
- Funding for court upgrade
- Growth of Metchosin Pickleball Club
- Benefits of tennis court upgrade

Discussion ensued regarding Pickleball noise mitigation, lessons, space planning, cohesive community plan for multi-use, West Shore Parks & Recreation, plans for recreation in Metchosin, liability, insurance, and status of the current court.

3. Public Participation

Eric White, resident, suggested that the District consider allowing farmers to rent old fire hoses and pumps seasonally from the Fire Department to lower irrigation costs and suggested a potential firefighting benefit if the Fire Department tracked rental locations.

David Shanks, resident, spoke to his correspondence on the agenda regarding Duke Road speed and safety concerns and requested that the District investigate options to reduce speed and improve pedestrian safety.

Tamara Ballard, resident, advised that the new washrooms at the school do not have waste receptacles.

4. Adoption of Minutes

Moved and Seconded by Councillors Donaldson and Shukin that the Committee adopt the minutes of the Public Works and Protective Services Committee meeting held March 11, 2024.

Carried

5. Receipt of Minutes

Moved and Seconded by Councillors Gray and Donaldson that the Committee receive the minutes of the Healthy Community Advisory Select Committee meeting held March 27, 2024.

Carried

Moved and Seconded by Councillors Gray and Donaldson that the Committee receive the minutes of the Healthy Community Advisory Select Committee meeting held April 23, 2024.

Carried

6. Reports

a) Councillor's Update

Councillor Epp provided the following updates:

- Public Works
 - Aerial brushing
 - Invasive Species
 - Dog waste receptacles
 - Crosswalk at the Galloping Goose Trail near Matheson Lake
- Cell Service, Rogers
- Emergency Program Stakeholders - Quarterly Meeting
- Royal Canadian Mounted Police, meeting with West Shore representatives regarding community needs and concerns
- Healthy Communities Advisory Select Committee
 - Dark Sky
 - Committee and subcommittee priorities
 - Island Health, Community Health
- Metchosin School
 - Main entrance design
 - Naming the school
- Metchosin Seniors' Association (MSA)
 - 10th Anniversary of the Parisian Café
 - Free hearing screening
 - District's Poverty Reduction Grant
 - Metchosin Caregiver Support Group
 - Friday Socials
- West Shore Arts and Culture Centre Intermunicipal Committee, potential sites to build a theatre

b) Staff Report, 2024/2025 Community Emergency Preparedness Fund – FireSmart Community Funding

Fire Chief Dunlop provided an overview of the staff report regarding 2024/2025 Community Emergency Preparedness (CEPF) Fire Smart Community Funding. There was discussion regarding grant management and funding.

Moved and Seconded by Councillors Gray and Donaldson that the Committee recommend Council support the Community Emergency Preparedness (CEPF) FireSmart Community Funding grant application for 2025.

Carried

c) Metchosin Fire Department, Protective Services Quarterly Report

Councillor Epp provided an overview of the Metchosin Fire Department, Protective Services Quarterly Report dated May 10, 2024 including the following:

- Call responses
- Expanded medical capabilities
- FireSmart
- Fire Department membership
- Nighttime duty shift

- Grants
- Emergency program

Councillor Epp noted that open burning will be prohibited as of May 17, 2024 as per the BC Wildfire Service.

7. Correspondence

The following correspondence was received for information:

- a) Metchosin Seniors' Association 2023 Annual report and Financial Statements
- b) David Shanks, Duke Road Speed and Safety Concerns

8. Adjournment

Moved and Seconded by Councillors Donaldson and Gray that the meeting be adjourned at 7:53 p.m.

Carried

Certified Correct:

Chair

Corporate Officer