



DISTRICT OF METCHOSIN

AGENDA

HEALTHY COMMUNITY ADVISORY SELECT COMMITTEE MEETING

June 25, 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, May 28, 2024 1
5. **Receipt of Minutes**
 - a) Public Works and Protective Services Committee, June 10, 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
May 28, 2024 at 4:30 p.m.**

Present: Shari Rourke, Sarah Anthony, Ted White, Councillor Sharie Epp, Jim Macpherson, Kathleen Sutherland, Stephanie Dunlop, Barrett Fullerton

Regrets: Peter Havers, Chris Pratt, Ted White, Shannon Carman, Deirdre Chettleburgh

The meeting was called to order at 4:38 p.m.

1. Agenda, Additions and Approval

Add risk management under other business.

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

Carried

2. Presentations

None.

3. Public Participation

None.

4. Adoption of Minutes

Moved and Seconded by Kathleen S. and Sharie E. that the Committee approve the minutes of the Healthy Community Advisory Select Committee meeting held on April 23, 2024.

Carried

5. Receipt of Minutes

None.

6. Business Arising from the Minutes

a) Accessibility Committee

Jim M. sent an email to the committee with results of April 25th meeting in Langford. It was a short meeting to review results of survey from Langford's website and discussion continued on a number of issues related to handicap access in municipally owned structures covering sight and hearing issues through to improved communication from councils. There was a meeting last week with the regional committee, Shari R. to ask Bob or Tina for report from meeting. Will Bob or Shelley D. be reporting to HCASC when these meetings are held - Shari R. will enquire with Tina.

b) Dark Sky

Update to be given at next meeting as Ted W. was away. Brief discussion held on options and process with Council on method to proceed and options available. Confirmation on fee is \$250 USD and group generally wondering what the ongoing costs would be. Will raise questions at next meeting.

c) Committee Priorities Discussion

The Committee would like a full discussion when more members are present. Jim M. may write an article in the Metchosin Muse enquiring about reviving the business directory. MCA is having a community lunch, Sharie E. to enquire if HCASC can participate.

7. Reports

a) Councillor Epp

There was an interesting invitation from Thrive Foundry for Sooke / Westshore Centre. Ages 12-24 covered, young people, family caregivers have access to free support for mental health issues. Kick off will be June 5th at Veterans Memorial Park. The grand opening of Metchosin Pharmacy is June 3rd. Bob, Gord and Harold are having a look at the community garden and blackberry removal. Firehall Steering Committee meeting May 29th to review feasibility study.

b) Fire Chief

Meeting with Scia'new on Indigenous Collaboration Grant. Options for cultural safety training for staff and emergency workers on collaboration of emergency plans to mirror support and unify, will be looking at joint training exercises. Drum making session upcoming. Every home in Beecher Bay has been updated with reflective address signs. Annual Camas Day event being proposed. Poverty Reduction Grant may be available through Victoria Foundation, or through the Vancouver Foundation. Fire Chief will connect with SRC. EOC had a great exercise on the 20th, about 100 people attended. Firehall does about 60-65 calls per month, 65%-68% are medical.

c) Seniors Information Resource Centre Liaison

Parisian cafe to be held soon. Gourmet raffle tickets will be on sale at that event. Collaborating with Pearson College to possibly use the bus to transport seniors in our community and in discussion with LA Limousine to start a pilot in September transporting seniors to local shopping areas. Kinesiology session upcoming. Hearing clinic recently held had nine people attend. SRC is looking into utilizing AI for meeting minutes - will report back. Soup service has been successful, people wanting more individual sized portion over double portions.

d) Poverty Subcommittee

Community groups are currently being interviewed.

e) Health and Safety Subcommittee

Shari E. and Shari R. have signed up to complete the Mental Health First Aid Certification and will report back to the committee on content. There are different courses available for mental health.

f) Disaster Risk Reduction

Chad spoke at last night's Council meeting. Metchosin has different challenges than Victoria based on population dynamics. Will connect to climate change plan as a resource.

8. Correspondence

None.

9. Other Business

Summer meetings - Shari R. to send email on summer meeting schedule to find out consensus on dates.

10. Adjournment and Next Meeting Date

Adjourned at 6:30 p.m. Next meeting will be Tuesday, June 25 at 4:30 p.m.

District of Metchosin

Minutes

**Public Works and Protective Services Committee Meeting
June 10, 2024 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 Bob Payette, Chief Administrative Officer, Stephanie Dunlop, Fire Chief, and Jennifer Miller, Legislative Services Assistant (recorder).

The meeting was called to order at 8:10 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. Presentations

a) Shannon Carman and Bobby Mitchell, Proposal for a Main Entrance and Village Square at the Metchosin School Property

Shannon Carman and Bobby Mitchell, provided an overview of the proposal submitted to the District from the Metchosin Village Square Society (MVSS) regarding the main entrance and village square at the Metchosin School property including the following:

- Background
- Phase 1: Main Entrance
- Phase 2: Village Square
- Construction, governance, liability, and maintenance
- Resources, materials, access, aesthetics, and accessibility
- Volunteer time and effort
- Project management
- Project budget
- Summary budget
- Detailed budget
- Society structure and donations

Ms. Carman invited Anne Taylor, landscape designer, to join the presentation and provide an overview of design options. Ms. Taylor reviewed the design, theme, assembly, focal point, landscape ideas, costs, artwork potential, and alignment with FireSmart principles.

Committee discussion:

- Schematic of the school, entrance, existing classrooms, and potential future uses
- Building access and fire doors
- Existing tenant spaces
- Washrooms and kitchen

3. Public Participation

Sarah Anthony, resident, spoke in support of movement on the Village Square, noted that the conceptual drawings are fun and whimsical, and suggested that the proposed entrance way could also provide space for a coat check for events.

June Reimer, resident, suggested a master plan for the school rather than a patchwork approach, expressed concerns regarding expenses and liability, and suggested considering a temporary structure.

4. Adoption of Minutes

Moved and Seconded by Mayor Little and Councillor Donaldson that the Committee adopt the minutes of the Public Works and Protective Services Committee meeting held May 13, 2024.

Carried

5. Receipt of Minutes

Moved and Seconded by Councillors Gray and Shukin that the Committee receive the minutes of the Healthy Community Advisory Select Committee meeting held May 28, 2024.

Carried

Moved and Seconded by Councillors Gray and Shukin that the Committee receive the minutes of the Firehall Steering Committee meeting held May 29, 2024.

Carried

Committee discussion:

- Annual Camas Day suggestion
- Request for Proposal for the Firehall Feasibility Study:
 - Wording regarding future densification and long-term growth
 - Consistency with Official Community Plan (OCP)
 - Lot size and traffic flow
 - Grant funding, costs, and approved budget amount
 - Response times
 - Public surveys and consultation
 - Seismic issues
 - Request for Proposal Screening Process
 - Fire Hall Steering Committee's role
 - Memorandum of Understanding
 - Future planning to address growing populations on Metchosin's borders
 - Paid On Call firefighters

6. Reports

a) Councillor's Memo, Proposed Names for Metchosin School

Councillor Epp provided an overview of the memorandum regarding proposed names for Metchosin School. The Committee discussed the proposed names, history of the building, wayfinding signs, votes submitted, logistics of changing the name, and potentially running an ad to canvass for wider public input for a longer period such as six months.

Moved and Seconded by Councillors Epp and Shukin to recommend that Council name the school the Metchosin School Centre.

Motion Withdrawn

The Committee agreed to wait until the school is fully leased and gym bookings in full swing to revisit proposed names for Metchosin School.

b) Councillor's Update

Councillor Epp provided the following updates:

- Firehall Steering Committee meeting to discuss Request for Proposal for Firehall Feasibility study
- Mighty Metchosin Garage Sale success and thank you to volunteers
- Metchosin Seniors' Association
 - Parisian Café held June 1st
 - New Manager, Resource Centre
- Metchosin Community Hall
 - Thank you to the Fire Department for FireSmart work
 - Outdoor lighting replacement, Dark Sky community initiative
- West Shore Arts and Culture Centre Intermunicipal Committee discussions regarding theatre space
- Mile Zero Brewery open mic night every second Tuesday
- Community House plans underway to improve accessibility parking
- Foundry Centre planning for a health and wellness centre for youth and families/caregivers operated by THRIVE Social Services
- Active Transportation Plan
- Crosswalk at the Galloping Goose Crossing near Matheson Lake
- Change-Makers Gathering Festival at the Starlight Stadium

7. Correspondence

a) Main Entrance and Village Square at the Metchosin School Property Proposal

Correspondence from the Metchosin Village Square Society (MVSS) regarding the main entrance and village square at the Metchosin School was received for information.

Bob Payette, CAO, addressed Council regarding governance, functionality, and staff resources.

Committee discussion:

- District's commitment to owning the school on a longer-term basis
- Investing in the space and supporting the MVSS proposal concept
- Public engagement
- Accessibility
- Master Plan approach pros and cons
- Gym rental revenue
- Leasing and tenants
- Equipment
- Maintenance
- Providing a community service good for all interests in the community

Moved and Seconded by Councillors Epp and Gray to recommend that Council refer the Main Entrance and Village Square at the Metchosin School Property Proposal to staff for review and recommendations.

Carried

b) Capital Region Emergency Service Telecommunications (CREST) Annual Report 2023

The Capital Region Emergency Service Telecommunications (CREST) Annual Report for 2023 was received for information.

8. Adjournment

Moved and Seconded by Councillors Shukin and Donaldson that the meeting be adjourned at 9:29 p.m.

Carried

Certified Correct:

Chair

Corporate Officer