



DISTRICT OF METCHOSIN

AGENDA

PARKS & TRAILS ADVISORY SELECT COMMITTEE MEETING

January 21, 2025 at 7:00 p.m.
Council Chambers
Metchosin Municipal Hall

1. **Agenda, Additions, Approval**
2. **Presentations**
3. **Public Participation**
4. **Adoption of Minutes**
 - a) Parks & Trails Advisory Select Committee, December 17, 2024 1
5. **Receipt of Minutes**
 - a) Committee of the Whole, January 13, 2025 7
6. **Business Arising from the Minutes**
 - a) Beckingham Subdivision
7. **Reports**
 - a) Parks & Trails Coordinator Verbal Report
 - b) Council Liaison Verbal Report
 - c) Chair Verbal Report
8. **Correspondence**
9. **Other Business**
 - a) Parks & Trails Master Plan Update
 - i. Update on Council Meeting, Re: Master Plan scope of work 13
 - ii. Review of initial table of contents for Master Plan 21
 - iii. Appointment of task-focused sub-committees to get the process moving
 - b) Trail Steward Program 23
10. **Adjournment and Next Meeting Date**

District of Metchosin

Minutes

Parks and Trails Advisory Select Committee Meeting

Tuesday, December 17 at 7:00 p.m.

Council Chamber

Metchosin Municipal Hall

Present: Ron Aubrey (Chair), Jay Shukin (Councillor Liaison) Ryan Carter, Jim Nan, Kathy Atherton, Caroline Donahue, David Shanks (recorder)

Regrets: Karen Hoffman

The meeting was called to order at 6:59 p.m.

1. Agenda, Additions and Approval

Added Active Transportation Plan update.

Moved by David that the agenda be approved as amended.

Carried

2. Presentations

None.

3. Public Participation

Patti Williams shared thanks for the Latoria Creek (Farhill connector) bridge repair support.

4. Adoption of Minutes

a) Parks & Trails Advisory Select Committee, October 15, 2024

Moved by Kathy that the Committee approve the minutes of the Parks & Trails Advisory Select Committee meeting held on October 15, 2024.

Carried

5. Receipt of Minutes

a) Community Planning Committee, October 21 and November 18, 2024

- Discussed older donation policy (Public Works policy and need to harmonize into the new guidelines. Updated will come to PTASC to review
- November 18, 2024 included approval of memorial bench and direction on equestrian mounting blocks
 - Noted now two locations and are moving forward with Public Works department
- Other memorial bench discussion
 - Three approved benches manufacture delayed by supplier
 - Noted inventory missing a bench located at Park Drive near Farhill connector trail

Moved by Jim that the Committee receive the minutes of the Community Planning Committee meetings held on October 21 and November 18, 2024.

Carried

6. Business Arising from the Minutes

a) Community Planning Committee Recommendation - Equestrian Mounting Block at the Corner of Rocky Point and Happy Valley Roads

- Council resolution, November 25, 2024
 - Ron noted two locations selected, need to clarify size with Equestrian Society
 - Install to be completed by Public Works

b) Trail Stewards Program

- Draft ‘job description’ prepared to be shared with PTASC for review. Intended to provide to the Chief Administrative Officer (CAO).
 - Noted intent for this to enable coverage of volunteer stewards under District insurance
 - Seek to build upon public interest from Metchosin Community Day

c) Trails Coordinator Role

- Policy C-100.74 Terms of Reference, Parks & Trails Coordinator
 - Noted existing document is very useful to Trails Coordinator
 - Identified need for next Trails Coordinator to receive specific training on the duties and processes to undertake in this role, with particular attention to municipal budget process
 - Discussion of capturing “Guidelines” document for use by future Trails Coordinators
 - Noted last role identified in document under “Reporting relationship” for the “Chair of the Parks and Heritage Committee of Council” is out of date; modifying to “Council Liaison of Parks & Trails A.S.C”
 - Suggested to add to document “Last Reviewed:” date to top of document

d) Hillman Trail Memorial Bench

- Update to change bench inscription to acknowledge two individuals. Both families have been asked to share costs for memorial bench maintenance.
 - Noted if new plaque covered by PTASC to get bill so it goes against 2024 budget
 - Noted the desire that all four benches all goes against 2024 budget

e) Community Planning Committee Recommendation - Parks Donation Program, Memorial Bench on Municipal Grounds Cricket Pitch

- Council resolution, November 25, 2024
 - Discussed earlier in meeting

7. Reports

a) Parks and Trails Coordinator

- Repairs of trails in Blinkhorn Nature Park recently completed. Regularly wet areas and tripping hazard roots were resolved
- Another bench request; seeking location for another memorial bench

b) Council Liaison

- Beckingham Subdivision
 - Site visit with CAO and Public Works. Developer proposing to complete trail in two phases.
 - Phase 1 to nature trail standard. Mostly follows last discussions. Noted gravel was viewed as not being required; to be reconsidered if muddy areas appear
 - Discussion adding gravel will become much more difficult for District. Suggested to identify low relative spots to identify those to apply gravel
 - Consider requesting option to request developer to lay wood chips instead of gravel
 - **Action:** Jay to request another site visit for PTASC and other knowledgeable trails residents
 - Phase 2 would include area of potential difficult/watercourse area
 - Roadside trails are being constructed already in subdivision. Jay noted these look to be well made.
- Hi-Mount/Saddleback Parks
 - Jay participated in November 2024 site visit with an area residents, the Mayor and CAO.
 - Four park sites looked well maintained by area neighbours
 - Jay indicated that he would not be recommending trail development in these areas; supports this continuing as a community nature area
 - Date still to be identified for PTASC to visit
 - Noted that this area will need to have future plans discussed, including neighbours and wider Metchosin community, to be outlined within the updated Master Plan
- New recruitment for Trails Coordinator and PTASC Members
 - Ad in December and January Metchosin Muse
 - It should also go on website, possibly Fire Hall sign after holidays
 - Kathy noted there is a form to fill out at the Municipal Hall
- Request received for bat box at Blaney Trail
 - Neighbour interested to purchase from Habitat Acquisition Trust (HAT) and install along the trail. Jay looking for volunteers to work with neighbour and HAT
 - David and Caroline volunteered. Will put us in contact with those parties
 - To inform staff once location identified, plan to work with volunteers to coordinate the installation with HAT

- Duke Road East Survey
 - Survey results with CAO, to review with engineering consultant. Need to identify time for this review.
 - Need to consider wider issues (e.g., safety concerns) raised from the July 31, 2024 public input session
 - Still working with CAO for PTASC to be provided copy of survey results
 - Concerns raised about the delays for PTASC to receive survey results.
 - Jay to request and reiterate PTASC's desire to receive results prior to departure of current Trails Coordinator, likely in the form of a briefing with the CAO and engineer
- Review of Subcommittee Terms of Reference
 - Ron to speak to this later
 - District Standing Committees are to be reorganized to improve meeting efficiency
- Buffer Land Update
 - New zoning being contemplated, with specified uses, aimed towards conservation
 - Kathy noted some users are known to use and “develop” their own trails, not desirable; needs to be considered for Buffer Land plans (and Master Plan update)

c) Chair Verbal Report

- Farhill Bridge (Latoria Creek Community Bridge)
 - Ken Williams put in 40+ hours to repair bridge
 - Noted that boards were installed above metal portion of bridge. Material has gotten into this space and rotted this wood.
 - Public works agreed they will complete the project with appropriately treated wood. To come out of 2024 PTASC budget.
- Duke Road East: as discussed before
- Mounting Block: as discussed before
- Meeting with Mayor today on PTASC Terms of Reference
 - Some improvements identified
 - In future some mechanism for PTASC to meet with Public Works, suggested to be annually
 - Chair of committee to meet with neighbouring committees in Colwood and Langford
- Raised suggestion to create two subcommittees within PTASC to divide and cover topics of the P&T Master Plan update and Duke Road East Trail initiative

8. Correspondence

None.

9. Other Business

a) Parks & Trails Master Plan Update

- Discussion of slide deck included in minutes

- Ron asked if committee can track down review/records of past 2009 work to catalogue parks, including recommendations, orphan parks
 - Discussed that the District policy needs to define the correct accounts in which to hold funds when District parks are sold.
 - Discussion of the need from ATP development as input to the P&T Master Plan
 - Jay share with committee for input to take this to January meeting of new standing committee
 - Jay suggested three Subcommittees for Drafting P&T Master Plan, for technical matters, and for Duke Road East trail topic.
- b) 2025 Budget
- Discussion to put forward similar budget as 2024 again for 2025
 - To put forward request for \$20k from “gas tax” reserve fund for Duke Rd Phase 1 and anticipated Planning efforts to investigate Phases 2 & 3
- c) Duke Road East Survey
- As discussed above
- d) Invasives Removal in Latoria Bridge Community Park and Blaney Trail Park
- Question if community lead groups can go in to remove invasives manually in this area
 - Discussion needed on path forward for herbicide application
 - Each specific approval project to go to Trails Coordinator and then CAO for approval
 - Similar interest for invasives removal on Blaney Trail
- e) Environment and Natural Areas Committee Recommendation - Request for at Box on Blaney Trail.
- Council Resolution, November 25, 2024
- e) Active Transportation Plan Update
- Summary of similar details that were presented at Council meeting in October/November
 - Main community interest areas were enhanced facilities around Metchosin Road, particularly connections to Colwood; corridors on Rocky Point Road and Happy Valley Road; connections to Galloping Goose; vehicle speeds were a major concern
 - Urban Systems plans to provide Draft ATP to Council very soon. Draft to be shared with community in early 2025
 - Background and community engagement, long-term network, infrastructure, and priority network improvements
 - Anticipates undertaking next community engagement activities in February 2025
- f) Year end Thank Yous from Ron
- Noted he will stand as Chair for next year, but seeks volunteer for Vice-Chair

10. Adjournment and Next Meeting Date

Moved by Ron that the Committee adjourn the meeting at 9:22 p.m.

Carried

The next meeting will be held on Tuesday, January 21, 2024 at 7:00 p.m.

District of Metchosin

Minutes

**Committee of the Whole Meeting
January 13, 2025 at 7:00 p.m.**

Council Chamber
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

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

Regrets: Councillor Gray

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

The Chair provided a Territorial Acknowledgement.

1. Agenda, Additions and Approval

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

- Avril Yoachim, Metchosin Arts & Cultural Centre Association
- Barb Sawatsky, Metchosin Arts & Cultural Centre Association

Carried

2. Public Participation

Sasha Kubicek, resident, spoke to the Agricultural Advisory Select Committee recommendations from the December 10, 2024 meeting regarding fill removal or placement on the Agricultural Land Reserve (ALR).

Pattie Whitehouse, resident, made recommendations for speaking into the new microphone system.

Darren Brown, resident, expressed concerns regarding transparency, fiscal responsibility, community priorities and alignment with the Active Transportation Network Plan, use of grant funding, existing parks and trails, and the Parks & Trails Advisory Select Committee (PTASC) Terms of Reference and subcommittees.

3. Adoption of the Minutes

Moved and Seconded by Councillors Shukin and Donaldson that members of the Council Standing Committees approve the minutes of the respective Committee's final 2024 meetings held on the following dates:

- Finance Committee, October 7, 2024
- Special Finance Committee, Budget Meeting, October 9, 2024
- Special Finance Committee, Budget Meeting, October 24, 2024
- Special Finance Committee, Budget Meeting, November 12, 2024
- Community Planning Committee, November 18, 2024

- Environment and Natural Areas Committee, November 18, 2024
- Special Finance Committee, Budget Meeting, November 21, 2024
- Special Finance Committee, Budget Meeting, December 5, 2024
- Public Works and Protective Services Committee, December 9, 2024

Carried

4. **Receipt of Minutes**

Moved and Seconded by Councillors Shukin and Donaldson that the Committee of the Whole receive the minutes of the following meetings:

- Agricultural Advisory Select Committee Meeting, December 10, 2024
- Parks & Trails Advisory Select Committee Meeting, December 17, 2024
- Environmental Advisory Select Committee Meetings, November 26 and December 18, 2024
- Healthy Community Advisory Select Committee Meeting, November 26, 2024
- Firehall Steering Committee Meeting, December 4, 2024

Carried

5. **Business Arising**

a) **Agricultural Advisory Select Committee Recommendations, December 10, 2024 Meeting**

Geese Update

Councillor Donaldson provided an overview of the geese update recommendation including the draft resolution and backgrounder provided in the agenda package.

Committee discussion:

- Complexities and regulations
- Communication with the Capital Regional District
- Level of success of culls in other locations

Moved and Seconded by Councillor Donaldson and Mayor Little that the Committee of the Whole recommend Council send a resolution to present at the Association of Vancouver Island Coastal Communities (AVICC) Convention to support a Goose cull and seek support from Peninsula & Area Agricultural Committee (PAAC) municipalities for the resolution.

Carried

Councillor Epp opposed the motion

Fill Removal or Placement on ALR Land

Councillor Donaldson provided an overview of the fill removal or placement on the Agricultural Land Reserve (ALR) recommendation.

Committee discussion:

- Soil regulations
- Farming on ALR land
- Communicating ALR regulations to the public

Moved and Seconded by Councillor Donaldson and Mayor Little that the Committee of the Whole recommend Council direct staff to incorporate Agricultural Land Commission regulations (ALC Policy L-02) for soil removal or placement for properties within the Agricultural Land Reserve (ALR) into the *Metchosin Soil Removal and Deposit Bylaw, No. 402*.

Carried

Recommendation: The Committee of the Whole recommends that the District make these ALR rules readily available and easy to access for farm owners within the ALR.

Carried

6. Reports

6.1 Finance

6.1.1. Councillor's Update

Councillor Donaldson provided the following updates:

- Juan de Fuca Water Distribution Commission
 - Bulk Water Station
- West Shore Parks & Recreation Facilities Master Plan Update
 - Regional Parks & Recreation Facilities Master Plan Update
 - Juan de Fuca Arena
- Agriculture
 - Goose Cull Resolution to the Association of Vancouver Island Coastal Communities (AVICC) and the Union of BC Municipalities (UBCM)
- Soil Dumping Workshop, November 13, 2024

6.2 Community Planning

Councillor Shukin reported on the following items:

6.2.1. Update to Parks & Trails Master Plan

- What is to be updated
- Project scope
- Public engagement
- Proposed timelines
- Additional information to draw upon
- Budget
- Importance of the Master Plan

Committee discussion:

- Parks and trails are integral to Metchosin
- Past accomplishments and planning
- Budget and costs

Moved and Seconded by Councillor Shukin and Mayor Little that the Committee of the Whole recommend Council authorize the Parks and Trails Advisory Select Committee to proceed with updating the District's Parks & Trails Master plan, based on the scope of work and timeline presented on January 13, 2025.

Carried

6.2.1. Draft District of Metchosin Council – 2025 Priorities

Presentation

Councillor Shukin provided an overview of Council's 2025 Priorities.

- Support District staff in maintaining day-to-day operations in Metchosin
- Develop a responsible operations and capital budget for 2025
- Support the continuing development of Metchosin School as a thriving, community-focused multi-use facility
- Continue exploring the future of Metchosin's Fire Hall
- Address provincial housing requirements
- Update bylaws/policies that support environmental protection, a peaceful / livable community, housing requirements, and good governance
- Address public safety matters
- Continue working to protect our environment, supporting initiatives focused on land conservation, biodiversity enhancement, and water / watershed protection
- Support and be involved in opportunities to enhance agricultural, recreational, cultural, and community building activities
- Continue community engagement
- Continue evolving and updating Council governance processes

Public Input on Council 2025 Priorities

Brent Donaldson, resident, inquired about housing initiatives and the Interim Housing Needs Report method and estimates.

Jim MacPherson, resident, inquired about the District's representative on the Accessibility Advisory Committee and the District's alcohol consumption policy.

Moved and Seconded by Councillors Shukin and Donaldson that the Committee of the Whole recommend Council approve the District of Metchosin 2025 Council Priorities.

Carried

6.3 Public Works and Protective Services

6.3.1. Councillor's Update

Councillor Epp provided the following updates:

- Metchosin Seniors' Association - Resource Centre Recent and Upcoming Events:
 - ICBC driving safety presentation, January 9, 2025
 - Metchosin Caregivers support group monthly meeting, January 16, 2025
 - Service Canada/CRA presentation, January 22, 2025
 - Ears to You Mobile hearing testing, January 29, 2025
 - Sleep workshop, January 30, 2025

- Monthly Friday Social January 31, 2025 (Metchosin Community House)
- Public Works
 - On standby for weather conditions, sanding and salting as required
 - Maintenance on signs, culverts, bridges, and grounds
 - Potholes at Community House
- Metchosin School
 - Classrooms, rentals, and rates
 - Leases/tenants
 - Programs and courses
 - Financial report for Metchosin School to come forward
- Coffee with the Mayor, January 16, 2025 2:00-4:00 p.m. at the Municipal Hall

7. Correspondence

a) Metchosin Arts & Cultural Centre Association (MACCA), Proposed Events & Projects for 2025

Correspondence from the Metchosin Arts & Cultural Centre Association (MACCA), Proposed Events & Projects for 2025, was received for information.

Correspondence from Avril Yoachim and Barb Sawatsky regarding Metchosin Arts & Cultural Centre Association (MACCA), Proposed Events & Projects for 2025 was received for information.

b) Mollie Cameron, President, Wild Wise Society, 2024 Grant-in-Aid

Correspondence from the Wild Wise Society regarding 2024 Grant-in-Aid, was received for information.

8. Adjournment

Moved and Seconded by Councillor Shukin and Mayor Little that the Committee of the Whole adjourn the meeting at 8:00 p.m.

Carried

Certified Correct

Chair

Corporate Officer

Update to Parks and Trails Masterplan

Proposed Process

January 13, 2025

What's to be updated?

Metchosin's two Parks & Trail planning documents are:

- The *2009 Metchosin Community Trail Network Master Plan*
- The *District of Metchosin Parks and Recreation Master Plan*, developed in 1986

Each document has continuing value and should be sourced for background. For example:

- 1986 plan identified key parcels for purchase or parks consideration
- 2009 plan identified numerous roadside trail projects; some may be re-evaluated for action
- 2009 plan established trail standards that continue to be relevant
- Both documents are part of our Official Community Plan

However, these documents have limitations:

- Both contain poor maps
- **The 2009 plan focuses only on trails**
- The 1986 plan is now over 29 years old and contains little information on existing assets

Project Scope

PTASC will develop a Masterplan covering the care and management of Metchosin's parks and trails. The updated Masterplan will also look ahead to the community's future parks and trails needs and aspirations. Informed by community input, PTASC's work will involve:

- Developing a community profile relevant to P&T matters (i.e. demographic info)
- Identifying Metchosin's current P&T assets and developing general management plans for each
- Identifying opportunities where the P&T network could be expanded.
- Identifying trends and issues that either are impacting or could impact our P&T network, and assess risks, challenges and opportunities. Examples: growth in the Westshore, accessibility requirements, new technology like e-bikes, invasive species
- Improving the District's mapping resources for our P&T assets
- Clarifying process matters: PTASC's roles/responsibilities, District's general approach to P&T in new subdivisions, regular plan reviews (i.e. every 5 years), finances (operations budget, use of parkland acquisition reserve, fundraising).

Public Engagement

- Hold at least two open houses, the first in March 2025.
- Undertake a community-wide mailout to inform residents of the process
- Post information on District/s website; invite feedback by email
- Develop an article for the *Metchoshin Muse*
- Receive comments at regular PTASC meetings

Proposed Timelines

- March 2025 – First public engagement session
 - Goal will be to provide an overview of the process, outline the scope of work, and get initial feedback on needs and aspirations
 - Will connect to the Active Transportation Network Planning process
- March 2025 to October 2025 – research and development of draft material for the Masterplan
- November 2025 – Second public engagement session
 - Goal will be to share the information developed to date for community input.
- November 2025 to January 2026 – Finalize draft of Masterplan

Additional information to draw upon:

- Active transportation plan and 2024 community survey
- Descriptions of Metchosin's current P&T assets (website)
- 2021 Census (community profile)
- Regional growth strategy
- Examples of P&T Masterplans from other jurisdictions

Budget

- Seek \$20,000 for the update process.
- To be used for:
 - Display material for community input sessions
 - Mapping
 - Graphic design
 - Professional review or input (TBD)
 - Consultant support, as needed such as meeting facilitation.

Draft started on Dec 20, 2024

Draft Table of contents

1. Introduction
 - a. Plan Purpose (What's it for? Why important?)
 - b. Key principles and goals behind P&T planning in Metchosin
 - i. Vision statement
2. Community profile and demographics
 - a. Might include demographic and development trends and relevance to P&T
 - b. Include reference to volunteer demographics
3. Current Parks and Trails Assets [Will be the heart of the plan]
 - a. Identify each
 - b. Management goals for each (issues of note maintenance standards/expectations, accessibility, invasive species)
4. The Future: Needs, aspirations, opportunities, challenges
 - a. New assets to consider through parkland acquisition, donation or during subdivision development
 - b. Other issues that will influence P&T planning
 - i. Orphan parks
 - ii. Westshore population growth
 - iii. Active Transportation influences
 - iv. New technology
 - v. Commercial use (dog walkers)
 - vi. Memorial benches / tables
 - vii. Working with the CRD
5. Administrative matters
 - a. Overall structure
 - b. PTASC's role
 - c. Trails Coordinator Role
 - d. Planning and budgeting matters
 - e. Need for regular reviews of this plan
6. Maps of our parks and Trails
7. Appendices
 - a. "What we heard" (overview of community comments).

Trail Stewards Program – Outline for Discussion

DRAFT FOR DISCUSSION BY PTASC: January 21, 2025

Metchosin's Parks and Trails Advisory Select Committee wishes to explore the development of a **community Trail Stewards Program (TSP)**. Below is a description of the TSP and an overview of matters that PTASC and the Trails Coordinator sees as requiring further discussion with staff and District Council.

PTASC believes that a TSP could be an important resource as it would further engage community members in protecting and enhancing Metchosin's parks and trails assets.

There are cases where maintenance work in Metchosin parks is being done by individuals who are unknown to the District. An objective of the TSP program would be to open a line of communication with these individuals. This will keep the District better informed on the current status of Parks and Trails and improve the volunteer upkeep of our Parks and Trails by making this work official, recognized, and supported.

Trail Stewards Program Outline (*for discussion*)

The TSP would involve a network of volunteers who have:

- Agreed to regularly monitor specific Metchosin-owned trails or parks (likely the ones they walk regularly)
- Understand how to inform the Trails Coordinator of trails related issues.
- Are clear on their responsibilities in terms of work they can undertake and what must be left for District appointed personnel.

A Trail Steward's primary task would be to watch for situations that could impact the safe and smooth passage of park users. The TSP would be coordinated by Metchosin's Trails Coordinator, who would, in turn, work closely with the District's Chief Administrative Officer (CAO) and Public Works to organize required work.

The following are examples of how the TSP could function:

- A Trail Steward observes a large tree has fallen on a frequently travelled trail, blocking access. The Trail Steward informs the Trails Coordinator, who then contacts the CAO or Public Works to coordinate tree removal.
- A Trail Steward observes that small branches from a recently fallen tree have landed on the trail. As the branches present only a minor obstacle to trail access, the Trail Steward removes the debris, and then informs the Trails Coordinator as part of a regular report.
- A Trail Steward observes regular flooding of a trail. The Trail Steward informs the Trails Coordinator, who then brings the matter to the CAO for further consideration.

- A Trail Steward observes sees that certain parts of a trail have significant overgrown foliage. The Trail Steward informs the Trails Coordinator as part of a regular report. The CAO determines that a work party is in order. The Trails coordinator organizes the event and the event is overseen by a member of PTASC.

Selection of Trail Stewards

It's proposed that Trail Stewards be recruited and recommended by PTASC, and confirmed by the District's CAO. PTASC would work with staff to determine how the community is informed of the recruitment process (Muse ad/article and/or website posting).

PTASC, alongside the Trails Coordinator, would undertake an orientation process for the Trail Stewards. This would include developing familiarity with matters such as:

- Metchosin's Parks and Trail Networks
- Our trail standards
- Clarity on the Trail Steward's role as a monitor
- The type of work the Trail Steward can undertake; those that require coordination with the Trails Coordinator and staff.
- Safety matters.

At Metchosin Community Day (Sept 18, 2024), PTASC members spoke to a number of community members who expressed interest in being further involved and informed about Metchosin's Parks and Trails. This might form the basis of an initial recruiting effort.

Issues for Discussion

A critical element of the program will be to clarify what activities Trails Stewards can undertake and what type of work would need to be handed off to qualified professionals.

Other matters requiring discussion

- Insurance coverage.
- Access to equipment and additional resources (as coordinated by the Trails Coordinator and approved by the CAO if outside TC approval level).
- Budget implications (expected to be minor, with this being a volunteer program)