

District of Metchosin

Minutes

**Parks and Trails Advisory Select Committee Meeting**

**February 18, 2025 at 7:00 p.m.**

Council Chamber

Metchosin Municipal Hall

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

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

**1. Agenda, Additions and Approval**

Jim requested to add item on Blinkhorn Nature Park, added under 9.d.

**Moved** by David that the Committee approve the agenda as amended.

**Carried**

**2. Presentations**

None.

**3. Public Participation**

Avril Yoachim, resident

- Reminded that Winfall Road was agreed to be off the Master Plan, but it now appears on the Active Transportation Plan. Due to cost and terrain.
  - Asked that past agreement be communicated to the Urban Systems
  - Note from PTASC, ATP is still draft and survey is currently live to receive feedback
    - Link: <https://www.metchosin.ca/government-bylaws/news-alerts/metchosin-draft-active-transportation-network-plan-phase-2-engagement>

**4. Adoption of Minutes**

a) Parks & Trails Advisory Select Committee, January 21, 2025

**Moved** by Jim that the Committee approve the minutes of the Parks and Trails Advisory Select Committee meeting held on January 21, 2025.

**Carried**

**5. Receipt of Minutes**

a) Metchosin Environmental Advisory Select Committee, January 28, 2025

- Noted that motion regarding Riparian Area Regulations might have an impact on the proposed trail development within the Beckingham Subdivision.
  - Clarified this change is rather complex and long way off

**Moved** by Caroline that the Committee receive the minutes of the Environmental Advisory Select Committee meeting held on January 28, 2025.

**Carried**

## 6. Business Arising from the Minutes

### a) Beckingham Subdivision

- Kathy taking on PTASC lead for next site visit relating to Phase 2 of Beckingham subdivision
  - Phase 2 discussion
    - Developer currently seeking to commence Phase 2 of development. Proposed that 1 or 2 PTASC members attend this next walk about.
    - Ron noted he is pleased to have PTASC consulted and included for visit with CAO.
    - Phase 1 trail to be visited during same site
    - Agreed for Karen to be second PTASC member to attendee
  - Phase 1 discussion
    - Noted that there is benefit to including past Metchosin expert on Trail building for Phase 1 walk thru to seek their input
    - **Action:** Jay to follow-up on the request to have planned Right of Way flagged so that location for trail and crossing of wet area could be seen & understood on walkthrough.

## 7. Reports

### a) Parks and Trails Coordinator

- Graffiti reported on Metchosin Wilderness Park to the wooden signage. Understood to be Deer Park Entrance. Not yet resolved.

### b) Council Liaison

- Budget related updates
  - Funding received/approved for further study of the Duke Rd East trail. If approved by council, the request was that remaining funds be used for Phase 1 DRE trail construction.
    - Reflecting on the July 31, 2024 community input session, PTASC heard strong support for improving roadside safety.
    - Phase 1 of DRE appears very feasible and cost effective; the study will look closer.
  - Approval for \$20,000 for Parks & Trail Master Plan development, with understanding work to proceed within PTASC. Funds to be used for printing, mapping assistance, graphic design, etc.
  - Overall tax increase is presently anticipated at approx. 5.3% (residential tax class). Finance Committee has approved the hiring of a fourth Public Works crew member.

### c) Chair Verbal Report

- Meeting today to discuss Duke Rd East with CAO and Engineer on contract with Metchosin. Walk planned to look at potential trail locations and seek his recommendation and input.
  - Still in information gathering phase, public consultation to proceed prior to any decision on moving forward with trail.
  - Engineer noted that traffic calming measures will be integral to improving safety for pedestrians

- Council approval is needed before moving forward with any trail construction on DRE
- Spoke with John Russell from City of Colwood, and they are willing to share information to Metchosin CAO on how volunteers, such as Trail Stewards, can be covered under WorkSafe BC insurance coverage.
- Still undertaking to make connections with Colwood Trails counterparts

## 8. Correspondence

- Metchosin Equestrian Society, New Mounting Rocks installed. Thank you received.

## 9. Other Business

### a) Bylaw and Policy Material for Annual Review

- i. District of Metchosin Respectful Workplace Policy # A-100.40
  - Applies to PTASC and other Advisory Select Committee members, it also applies to employees, contractors, and volunteers (as defined in the Policy). District of Metchosin Advisory Select Committee Bylaw No. 493
  - Discussed key provisions and how the Bylaw applied to all of the Advisory Select Committees: PTASC, as well as Environment, Healthy Community, and Agriculture.
- ii. Parks & Trails Advisory Select Committee (PTASC) Terms of Reference, Policy C-100.73
  - Current discussion for update to these Terms of Reference. It is expected this revision will come to PTASC for comment.
    - Discussed future updates identified that should be collected & shared with Council. (e.g. “Ad Hoc Trails Committee”, adding Trails Steward Program, description of Trails Coordinator Role)
- iii. District of Metchosin Council Procedure Bylaw No. 507 item
  - **Request to District Staff:** Ask for Metchosin representative (Councillor Donaldson) to Westshore Parks & Rec share relevant updates to PTASC for our information.

### b) Parks & Trails Master Plan, Council Resolution, January 20, 2025

### c) Parks and Trails Master Plan

- i. General updates from subcommittees
  - Duke Rd East discussed above under 7c)
- ii. Public Engagement Plan
  - Muse article has been submitted. Intent to post information for District Website for March 1<sup>st</sup>
  - Open house
    - Proposed for drop-in style engagement on April 5. Will seek PTASC members to attend & will also need to prepare discussion boards and materials.
    - Will promote the open house through a range of channels: website, Muse article, Fire Hall sign, etc..

- Suggested to put all Open House Materials on District Website & then provide period after open house for Community Members to also provide input
  - **Action:** It was agreed to proceed with the Open House on Saturday, April 5.
- iii. Discussion of Values / Guiding Principles, Public Engagement Plan
- Update from Kathy on review of P&T Master Plans; general themes
    - Connectivity, respect for environment, invasives, wildlife corridors, climate mitigation,
    - Building trails at subdivision to be complete by time the development is complete
    - Acknowledging First Nations
    - Mountain bikes, eBikes, multi-use, accessibility, dogs in parks
    - FireSmart (includes climate change mitigation and adaptation)
- d) Blinkhorn Nature Park
- Name changed from Blinkhorn Nature Park to Blinkhorn Lake Nature Park in various published locations
    - At commencement of the park, the view was to have the name reflect the intent of keeping it in natural state & avoid the area as a swimming destination.
    - It is incorrectly identified in Official Metchosin Map, Website, and Metchosin Parks & Trails Brochure. Requested that this be reverted to the original name, without “Lake”
      - **Action:** Jay to raise the topic to staff to make correction to name on the Metchosin website, Map, & Brochures

## 10. Adjournment and Next Meeting Date

**Moved** by Caroline that the Committee adjourn the meeting at 8:59 p.m.

**Carried**

The next meeting will be held on Tuesday, March 18, 2025 at 7:00 p.m.