

District of Metchosin

Minutes

Environmental Advisory Select Committee Meeting

Tuesday, 27 May, 2025 at 7:00 P.M.

Council Chamber

Metchosin Municipal Hall

Present: Councillor Steve Gray, Garry Fletcher (Chair), Merrilee Hoen (recorder), Bill Cave, Andy MacKinnon, Anna Hall

Regrets: Ric Perron, Erin Van de Water

The meeting was called to order at 7:05 p.m.

1. **Agenda, Additions and Approval:** Addition to Business Arising from the Minutes: facilitating community/student projects.

Moved and Seconded by Steve and Andy that the Committee approve the agenda as amended.

Carried

2. **Presentations**

None

3. **Public Participation:**

Nicole Shukin supported new zoning designations mentioned in the Local Biodiversity and Natural Assets Plan. In regard to the problem of fill being dumped on steep, upland slopes, she suggested that these sensitive areas be recognized for protection with a new zoning designation. Andy suggested it would be appropriate to address these steep slope issues within the Soil Deposit and Removal bylaw. Nicole also suggested that Metchosin's ditches and road sides be recognized as corridors for plants and animals and that this be considered in plans to control invasives in these areas. She also requested that MEASC ask the Fire Hall steering committee and Council to include green building principles into the planning of the new Fire Hall e.g. adding a green roof. Nicole announced that there will a Broom Bash in the Buffer lands on June 1, 2025 from 10-12 am.

and that this be considered in plans to control invasives in these areas. She also requested that MEASC ask the Fire Hall steering committee and Council to include green building principles into the planning of the new Fire Hall e.g. adding a green roof. Nicole announced that there will a Broom Bash in the Buffer lands on June 1, 2025 from 10-12 am.

Alison LeDuc followed up on Nicole's comments about ditches as important wildlife corridors. She recommends maintaining vegetative ditches that are just mowed a few times of year. Public Works advocates that ditches be cleaned out thoroughly for flood control. Rare and endangered plants have been found in Metchosin ditches and some found only there. Alison reports that Kristen Miskelly of Satinflower Nursery would be willing to recommend plants for the ditches that would be less likely to interfere with drainage.

4. **Adoption of Minutes**

Moved and Seconded by Steve and Andy that the Committee approve the minutes of the

Environmental Advisory Select Committee meeting held on April 22, 2025.

Carried

5. Review of Minutes

Moved and Seconded by Andy and Bill that the Committee receive the Parks & Trails Advisory Select Committee for information.

Carried

6. Business Arising from the Minutes

a) Race Rocks Ecological Reserve (RRER)

Garry reported that the District Letters Patent indicate that RRER is not in Metchosin. The municipal coast boundary ends 300 m from the high water mark. RRER is a BC Park that, by regulation, must be part of a Municipality or Regional District. Garry has seen a BC Parks reference that lists RRER as part of Metchosin but this is currently incorrect.

Action Item: Steve will inquire if the reserve can be included as part of Metchosin.

b) Local Biodiversity and Natural Assets Plan

• Identification and mapping of sensitive ecosystems.

Steve has been collecting feedback and input from community groups and individuals in response to the Plan. For example, Bill submitted information proposing a single tree and biodiversity bylaw based on bylaws from other jurisdictions. This process is expected to be completed by the end of June.

c) Facilitating community/student projects

Merrilee has been researching the criteria for Community Engaged Learning at UVic. Dr. Nancy Shackelford, Academic Director, Restoration of Natural Systems Program has responded with community engagement guidelines for working with ER 390 students. There are several similar opportunities with other departments at UVic.

Action Item: Merrilee will submit an article to the Metchosin Muse drawing attention to the opportunities for community groups to collaborate with UVic students on projects that will assist the groups and provide students with course credit and practical experience.

7. Reports

a) Chair's Verbal Report: none

b) Council Liaison Verbal Report:

Spongy moth: Council would like to hear a presentation from Dr. Jennifer Tynan and Dr. Jochen Moehr, who presented at our last meeting, and may decide to submit a resolution to the UCBM. Council decided also to ask for a presentation on the spray program from a federal government representative.

Significant Trees: The Committee of the Whole decided to consider removal of the Significant Tree section from the Tree Bylaw when the proposed amendments to the bylaw are brought before Council.

Fire Hall: The feasibility study is nearing completion. On May 26, Council considered a Fire Hall Steering Committee proposal to remove the Municipal grounds at 4450 Happy Valley Road from the ALR in case the Committee were to later recommend using the front field for the project. Council did not approve this proposal.

8. Correspondence: none

9. Other Business

a) Draft Invasive Species on Municipal Land and Roadsides

Steve is still gathering comments from MEASC and CRISP. He expects to submit our suggested revisions to Jay by the end of the week.

b) MEASC meeting with Western Canada Marine Response Corporation (WCMRC)

Michael Lowry, WCMRC, presented an update about an oil spill response to Council. Another meeting will be arranged with Michael, MEASC and other community experts to follow up on some information requested at a previous meeting with MEASC on GRS locations.

10. Adjournment and Next Meeting Date

Moved and Seconded by Bill and Andy that the Committee adjourn the meeting at 8:05 p.m.

Carried

The next meeting will be held on Tuesday June 24 at 7:00 p.m.

District of Metchosin

Minutes

Parks and Trails Advisory Select Committee Meeting

Tuesday, May 20, 2025 at 7:00 p.m.

Council Chamber

Metchosin Municipal Hall

Present: Ron Aubrey (meeting chair), Jay Shukin (Council Liaison) Kathy Atherton, Caroline Donahue, Karen Hoffman, Jim Nan, David Shanks (recorder)

Regrets: None

The meeting was called to order at 7:02 p.m.

1. Agenda, Additions and Approval

- David noted item to be added for Blaney Trail Bat Box

Moved by David

THAT the Committee approve the agenda as presented.

Carried

2. Presentations

Neil West, Metchosin Invasive Species Cooperative (MISC), Invasives in Parks:

- Main intention is to allow MISC to continue work in Metchosin Parks, specifically regarding continued use of Garlon (herbicide);
- Amount applied is small, per acre quantity is much below several published studies. Due to focused cut-stump application (applicator like a bingo dobber) instead of spraying;
- Overview of the impact of Holly on native plants (“dead zone”) & understory;
- Noted other invasives of concern (e.g. ivy covering large trees within Witty’s Lagoon – CRD park, possible to eradicate European Ash – Blinkhorn Nature Park);
- Ron asked about possibility of producing/adding 1 page document to Parks & Trails documents/brochures; for the purpose of Public Education (MEASC, PTASC, & MISC collaboration); particularly District Trails users; and
- Neil asked for PTASC support of MISC work towards District Council & CAO.

3. Public Participation

- None

4. Adoption of Minutes

a) Parks & Trails Advisory Select Committee, April 15, 2025

Moved by Kathy

THAT the Committee approve the minutes of the Parks and Trails Advisory Select Committee meeting held on April 15, 2025.

Carried

5. Receipt of Minutes

a) Environmental Advisory Select Committee, April 22, 2025

- Discussing removal of Schedule A (Significant Trees). Council will consider this as part of an overall review of Tree Management bylaw.

Moved by David

THAT the Committee receive the above Committee Minutes.

Carried

6. Business Arising from the Minutes

a) Beckingham Subdivision

- Some work has started at the top of the trail.
- Comments on entrance to trail, Trail is steep with minimal switchbacks. Noted concern about trees removed causing issue due to lack of cover from rainfall.
 - **Action:** Kathy to provide Ron will memo to CAO regarding identified concerns & recommendation that condition be applied for Developer to conduct repairs for set time (e.g. 2 years) in case that trail condition deteriorates due.
 - Committee seeks to understand Trail completion timeline and that it will be to Metchosin standard and PTASC expectation.
 - Suggested for PTASC representatives visit trail site with CAO prior to completion/approval to discuss and understand concerns (e.g. “final inspection”).

b) Duke Road East Trail Update

- Follow-up meeting held with CAO, District Engineer
 - Noted intent that Duke Rd centerline should be modified consistently.
 - Comment that centerline adjustment should be considered for Duke Rd W at the same time.
 - Requested revised costing for Ph 1 trail, and some markers of boulevard area to allow discussion with adjacent neighbours
 - Intent is to have cost to seek Council approval for Phase 1.
 - No need to change drain covers, different solution with blacktop to manage water/washout.
 - Public works have a design for roadside drains
 - Caroline asked about past discussed safety improvement recommendations. These would be Public Works initiatives to investigate.

c) Parks & Trails Master Plan Updates

- i. Open House Update: Summary of Comments
 - Ron has meeting scheduled 28-May with WSPR & BGC Victoria, to discuss additional trails & Community Gardens within BCG property.
 - Noted possibility for Community Gardens in other Metchosin Park properties
- ii. Draft Parks/Trails Info Sheet Format
 - Content from Kathy & Jim prepared into example Park summary document
 - Technical subcommittee has template “form” to gather technical details for each Park & Trail asset
 - Comments on need to capture details regarding accessibility.

- b) Council Liaison
 - Discussed engaging William Head institution with CAO
 - ATNP project to move forward for Grant; Village core was selected project
 - Another Broom pull being planned for Buffer Land in early June
- c) Chair Verbal Report
 - As discussed above under 6 a) i.

8. Correspondence

- None

9. Other Business

- a) Draft Invasive Species Policy
 - Request to provide comments on Policy by email
 - Mechanical/manual means for invasive removal a preferred & primary method
 - Formalize that herbicides can be used in specific & defined situations
 - **Action:** to correct term “pesticide” to “herbicide”
 - To add to agenda future meeting: Kathy asked is it possible to have Kiosk at park entrances with QR code relating to Invasives.
 - Could this be accommodated within the final Policy as it relates to “volunteers”.
Similar topic as to the “volunteer” efforts of future trails coordinators
- b) Metchosin Biodiversity and Natural Assets Plan
 - Lead by Councillor Gray and MEASC to bring biodiversity & natural assets into OCP & District Bylaws
 - Idea of creating a Biodiversity Area Development Permit process

10. Adjournment and Next Meeting Date

Moved by Karen

THAT the Committee adjourn the meeting at 9:22 p.m.

Carried

The next meeting will be held on Tuesday, June 17, 2025, at 7:00 p.m.



DISTRICT OF METCHOSIN

M E M O R A N D U M

TO: Ron Aubrey, Chair PTASC
Gary Fletcher, Chair MEASC

FROM: Susan Dyle, Development Services Coordinator

DATE: June 5, 2025

Our File: 3320-25-02

**Re: Proposed Subdivision – Ten Lots - Nine (9) new lots:
Lot 1, Sections 44, 46, and 47, Esquimalt District, Plan 50594 (3816 Duke Rd)**

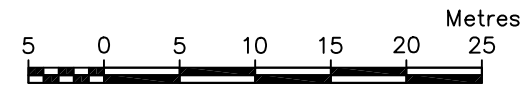
Please find attached proposed subdivision plan for the above noted property. The applicant is:

Rachael Sansom – Grayland Consulting Ltd.
1498 White Pine Terrace
Victoria, BC V9B 6S8
Phone (250)-889-0047

Kindly advise, as soon as possible, of any comments regarding the proposal. If you should require anything further, please contact me for coordination.

Site Plan of Proposed Subdivision of Lot 1, Sections 44, 46 and 47, Esquimalt District, Plan 50594.

District of Metchosin
Current Zone = RR1



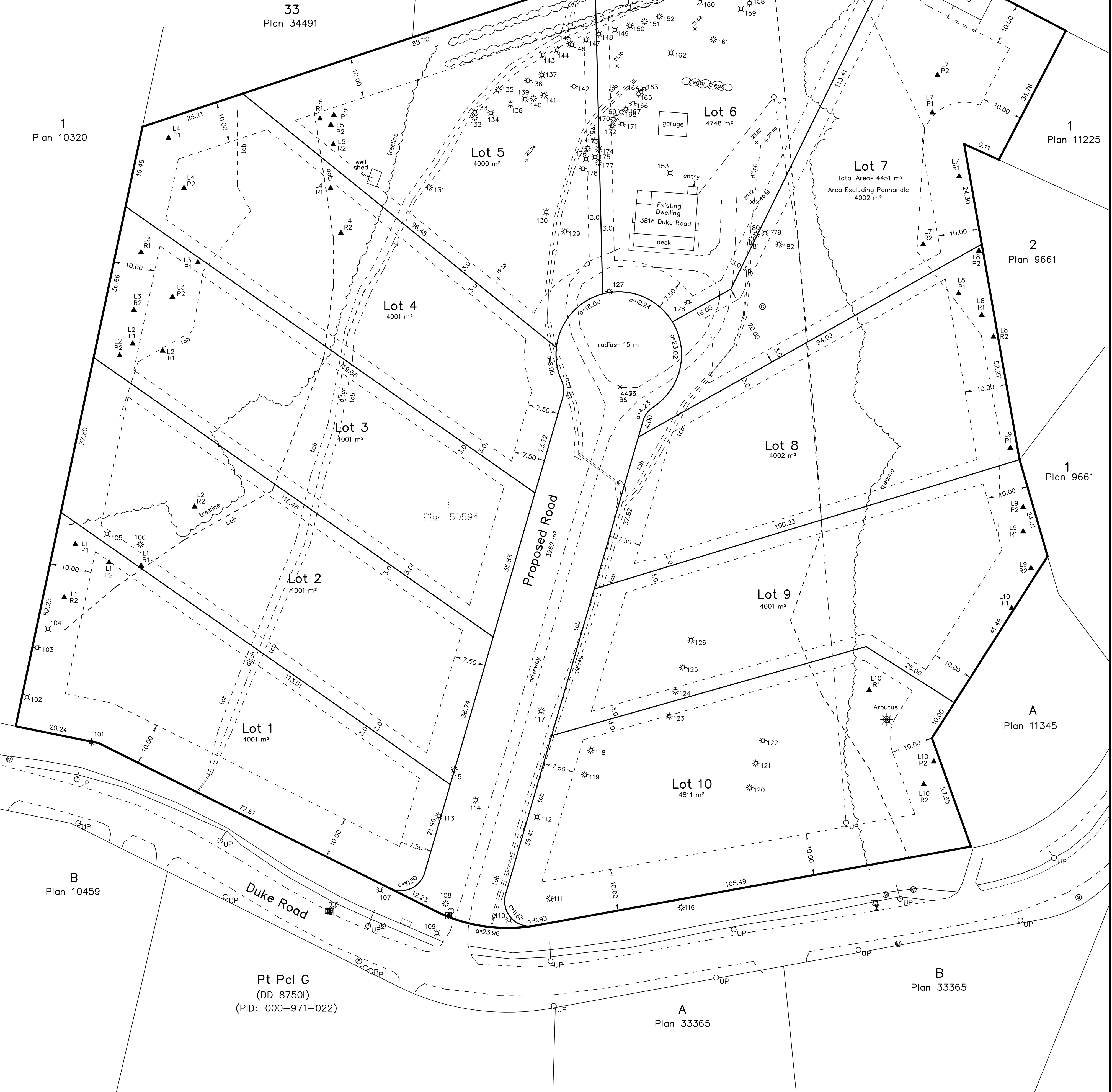
The intended plot size of this plan is 1120 mm in width by 864 mm in height (E size) when plotted at a scale of 1:500

Legend:

- denotes over head wires
- - - denotes bottom of bank/slope
- - - denotes top of bank/slope
- - - denotes edge of pavement or driveway
- bob denotes bottom of bank/slope
- top denotes top of bank/slope
- UP denotes utility pole
- denotes spot elevation
- ⊗ denotes water valve
- ⊕ denotes water main
- ⊙ denotes sign
- ⊗ denotes manhole
- ⊗ denotes fire hydrant
- ▲ denotes wooden stake found

Total Site Area = 4.52 ha

Parcel boundary information shown is based on Land Title Office records and some initial field survey.



Tree Table

| Tree ID | Diameter and Species | Tree ID | Diameter and Species | Tree ID | Diameter and Species | Tree ID | Diameter and Species | Tree ID | Diameter and Species |
|---------|----------------------|---------|----------------------|---------|----------------------|---------|----------------------|---------|----------------------|
| 101 | 0.3 Deciduous | 117 | 0.4 Apple | 133 | 0.3 Deciduous | 149 | 0.2 Cedar (3) | 166 | 0.3 Conifer |
| 102 | 0.2 Deciduous | 118 | 0.5 Apple | 134 | 0.2 Deciduous | 150 | 0.2 Cedar (4) | 167 | 0.2 Cedar |
| 103 | 0.2 Deciduous (3) | 119 | 0.4 Apple | 135 | 0.3 Cedar | 151 | 0.2 Cedar (4) | 168 | 0.4 Cedar |
| 104 | 0.4 Deciduous | 120 | 0.4 Apple | 136 | 0.2 Cedar | 152 | 0.2 Cedar (3) | 169 | 0.2 Cedar (2) |
| 105 | 0.1 Deciduous (8) | 121 | 0.3 Apple | 137 | 0.3 Cedar | 153 | 0.2 Chamillia (5) | 170 | 0.2 Cedar (2) |
| 106 | 0.2 Deciduous | 122 | 0.4 Apple | 138 | 0.3 Cedar (5) | 154 | 0.3 Maple | 171 | 0.3 Maple |
| 107 | 0.4 Apple | 123 | 0.3 Deciduous | 139 | 0.2 Cedar (5) | 155 | 0.1 Holly | 172 | 0.2 Maple |
| 108 | 0.4 Apple | 124 | 0.4 Deciduous | 140 | 0.2 Deciduous | 156 | 1.1 Fir | 173 | 0.4 Deciduous |
| 109 | 0.4 Apple | 125 | 0.3 Deciduous (5) | 141 | 0.2 Spruce (2) | 157 | 0.2 Fir | 174 | 0.3 Conifer |
| 110 | 0.4 Apple | 126 | 0.3 Deciduous (5) | 142 | 0.1 Deciduous | 158 | 0.1 Fir | 175 | 0.2 Cedar |
| 111 | 0.2 Apple | 127 | 0.7 Chestnut | 143 | 0.3 Cedar (2) | 159 | 0.2 Cedar | 176 | 0.3 Deciduous |
| 112 | 0.4 Apple | 128 | 0.7 Chestnut | 144 | 0.3 Cedar | 160 | 0.3 Cedar | 177 | 0.2 Deciduous |
| 113 | 0.3 Apple | 129 | 0.4 Chestnut | 145 | 0.2 Cedar | 161 | 0.2 Spruce | 178 | 0.5 Deciduous |
| 114 | 0.5 Apple | 130 | 0.5 Chestnut | 146 | 0.3 Cedar | 162 | 0.2 Cedar | 179 | 0.2 Apple |
| 115 | 0.3 Apple | 131 | 0.8 Willow | 147 | 0.1 Cedar (5) | 163 | 0.5 Cedar | 180 | 0.4 Apple |
| 116 | 0.2 Apple | 132 | 0.1 Fir | 148 | 0.3 Cedar (2) | 164 | 0.2 Cedar | 181 | 0.2 Apple (2) |
| | | | | | | 165 | 0.2 Cedar | 182 | 0.3 Apple |

31 March 2025
Added Perc Hole Stakes

11 February 2025

McIlvaney Riley Land Surveying Inc.
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Victoria, B.C. V9B 1X1
(250) 474-5538
www.mrls.ca

File: 7251SITE5-SubProp

This document shows the relative location of surveyed features with respect to the boundaries of the parcel described above. This document shall not be used to define property lines or property corners.

McIlvaney Riley Land Surveying Inc. accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document.