

District of Metchosin

Minutes

**Parks and Trails Advisory Select Committee Meeting**

**Tuesday, April 15, 2025 at 7:00 p.m.**

Council Chamber

Metchosin Municipal Hall

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

**Regrets:** Councillor Jay Shukin

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

**1. Agenda, Additions and Approval**

**Moved** Caroline that the Committee approve the agenda as presented.

**Carried**

**2. Presentations**

None

**3. Public Participation**

None

**4. Adoption of Minutes**

a) Parks & Trails Advisory Select Committee, March 18, 2025

**Moved** by Jim that the Committee approve the minutes of the Parks and Trails Advisory Select Committee meeting held on March 18, 2025.

**Carried**

**5. Receipt of Minutes**

a) Environmental Advisory Select Committee, March 25, 2025

**Action:** to ask Council Liaison to clarify about the scope of review of Metchosin Bylaws by Metchosin Biodiversity, Metchosin Foundation, Bilston Watershed, & UVic Environmental Law Centre. Are there any implications for PTASC?

**Moved** by David that the Committee receive the above Committee Minutes.

**Carried**

**6. Business Arising from the Minutes**

a) Beckingham Subdivision

- Access has been requested to take photos during wildflower blooms for use on future District website page.
  - CAO noted that Phase 1 Trail is now dedicated as road allowance.
  - Portions remain to be completed, will be established as Nature Trail per existing Master Plan guidelines

- b) Blinkhorn Nature Park
  - Two more documents to correct name PTASC map package & ATNP
  - Periwinkle pulled regularly. Bluebells widespread & may need tarping to remove.  
**Action:** Kathy to follow-up with Katy
- c) Duke Road East Trail Update
  - Awaiting report from District Engineer. Seeking recommendation on type of drain cover replacements to be installed.
  - Seeking to setup open house in May if possible
- d) Parks & Trails Master Plan Updates
  - i. Open House Update
    - Feedback forms being compiled by Jay. Expected for next meeting
    - Attendance met expectations.
    - Suggestion for future to have large map printed that attendees can write comment/edits upon.
- e) Discussion: Draft Active Transportation Network Plan (ATNP)
  - Comment draft ATNP seems to be one size fits all, does not feel that it was customized to specifics of District & rural character. For example, Metchosin doesn't have "Streets", "parks & recreation"
  - Pg 7, John Stubbs is in Colwood (not Sooke)
  - Feedback of July 31 Public session for Duke Rd East wasn't well captured where participants were very much concerned about Safety
  - Pg 34 has trail design guidelines that diverge from Metchosin trail building guidance
  - ATNP Phase 2 engagement update, Pg 5; seems to be potential conflict between resident feedback about fiscal responsibility versus designing & building to meet BC Active Transportation Design Guide
    - Understanding is that BC guidelines apply for projects seeking Active Transportation grants

**Action:** David to request updated ATNP Priorities list for PTASC to provide comment & share PTASC input to Urban Systems

## 7. Reports

- a) Parks and Trails Coordinator
  - Intend to send out initial communication to all past respondents that were interested in volunteering as Trail Stewards.
    - Discussion needed with Jay; understanding is that insurance still required
    - Chair noted that Colwood willing to share their solution to cover volunteers under District insurance
    - Consider volunteers as eyes on trails, perhaps using only small hand tools. Tasks requiring power tools, chain saw should be completed by Public Works
  - Broom cleanup being considered on several trails, may involve work crews from William Head
  - Thanks to Kathy for compiling & sharing inventory of trails & parks for Master Plan update
  - Appreciation for roadside cleanup March for Liz.

- Chair noted would be appreciate for PTASC to be given advance notice for such cleanup activities that involve trails
  - b) Council Liaison
    - None
  - c) Chair Verbal Report
    - Attended Colwood Parks & Trails meeting and spoke as Public Participant
      - Seeking more information sharing between Colwood Chair/Liaison back & forth with PTASC/Metchosin Liaison
      - Colwood committee has different role to PTASC, includes duties to approve items such as Soccer field & surrounding spaces in Royal Bay.
      - From topic discussed, contemplating to propose some “pocket parks” as community gardens. To consider option during the Master Plan update
        - Noted there is work to clear space for gardens behind Old School Museum & tennis courts
      - Colwood committee members expressed interest to meet with PTASC members
8. **Correspondence**
- None
9. **Other Business**
- a) Parking on William Head Trail in the Village Core
  - Jay is following up, and Councillor Epp noted to be aware of the issue
    - Recent events have implemented traffic cones
    - Seems cars park there when My-Chosen Cafe lot it is full. So this seems to be an issue on non-event days.
      - Is it possible to install physical divider between road & trail?
      - Idea raised to resurface this trail to make it more obvious it is a trail rather than parking lot.
  - Action:** to request adding this to Public Works list
- b) Invasives in Parks
  - Shiny geranium has been reported in 100 Acre Park (Metchosin Wilderness Park).
  - Action:** Need to ask reporter if specific location can be provided
- c) Blaney Trail Bat Box
  - Visited trail with HAT representatives
    - HAT identified proposed location
      - They also observed a small/undersized bat box between 2 nearby properties
    - During visit wondered if trees had topped by District?
      - Was noted this was past issue in 2018-19
    - HAT asked & requestor confirmed the site does have bat activity.
    - Several questions have been forwarded to the district . Awaiting response.
      - Is it permitted to prune branches to make adequate space (15 ft) around proposed location?

- Would Public Works intend to install the required post and bat box, or volunteers? David volunteered and expects other neighbours are willing to assist.

d) Hillman trail bench

- Noted feedback from Open house on delay to replace & that the old bench shouldn't have been removed. **Action** for Jay to follow-up on expected timing to install replacement Hillman trail bench

e) To add to next agenda

- Weir Beach Stairs repair
- Management of invasive species in Metchosin Parks, and inviting MISC to present

**10. Adjournment and Next Meeting Date**

**Moved** by Caroline that the Committee adjourn the meeting at 8:10 p.m.

**Carried**

The next meeting will be held on Tuesday, May 20, 2025 at 7:00 p.m.