

DISTRICT OF METCHOSIN

MINUTES

Parks and Trails Advisory Select Committee Meeting
Tuesday, February 17, 2026, at 4:00 p.m.
Council Chambers
Metchosin Municipal Hall

Present: David Shanks (Chair), Jay Shukin (Council Liaison, Recorder), Kathy Atherton, Ron Aubrey, Caroline Donohue (via Teams).

Regrets: None

The meeting was called to order at 4:35pm.

1. Agenda, Additions, Approval

THAT the February 17, 2026. Parks and Trails Advisory Select Committee Meeting agenda be adopted as presents.

Carried by consensus.

2. Presentations

- No presentations.

3. Public Participation

Ian Baxter, Neild Road, member of the Friends of the Buffer Land, addressed the Committee to share an update from the group and for clarification regarding recent Council consideration of a reserve fund specific to the Buffer Land and the potential of \$15,000 annually being allocated to the fund, and the PTASC's role in how these funds are spent and trail maintenance for Buffer Lands. The speaker also noted that the next invasive removal event in the Buffer Lands is scheduled for March 21.

Committee Discussion:

- Promotion of invasive plant removal at Buffer Lands event.

4. Adoption of Minutes

a) Parks & Trails Advisory Select Committee, January 28, 2026

Moved by Ron Aubrey

THAT the January 28, 2026, Parks and Trails Advisory Select Committee minutes be adopted.

Carried

5. Receipt of Minutes

a) Metchosin Environmental Advisory Select Committee, January 27, 2026

Committee Discussion:

- Members will review District of Highlands Master Plan, per MEASC's recommendation.

THAT the January 27, 2026, Metchosin Environmental Advisory Select Committee Meeting minutes received.

Carried

6. **Business Arising from the Minutes**

a) **Trail Stewardship Program Update**

- The program has been authorized by CAO Payette;
- Jim Nan has applied as the Trail Steward for Blinkhorn Nature Park; and
- Parks and Trails Coordinator will look at additional volunteers to support specific parks/ trails in this role.

b) **Parks & Trails Master Plan Update**

- Work continues on incorporating stakeholder input into the plan, including: MEASC, Senior's Information Resource Centre and public;
- Councillor Jay Shukin to circulate a draft for PTASC to review; significant changes to be highlighted for further comment;
- Timeline to bring draft to the Committee of the Whole; and
- Draft placement on District website for community input.

c) **Trail Signage**

- Bike-pedestrian signs on Duke Road East, and no-ATV signs;
- Parks and Trail Coordinator has contacted sign company for estimates on sign replacement;
- Trail sign inventory and signage consistency:
 - Committee members will photograph and review;
- Policy for inventory and records management to be developed for signs, trail list and memorial donations:
 - Councillor Jay Shukin to discuss with staff about creating an accessible inventory record for PTASC.

d) **Active Transportation**

- Members discussed PTASC's role in Active Transportation (AT); and
- Members discussed AT's connection to climate action and environment.

e) **Glen Forest Paving Project**

- Members discussed support for expanding road shoulders, even gravel.

7. **Reports**

a) **Parks & Trails Coordinator Verbal Report**

- Resident concern: Cliffe Drive Trail is overgrown and needs maintenance;
 - Parks and Trails Coordinator to discuss maintenance plan with CAO.

b) **Council Liaison Verbal Report**

- Trails work at Sea Bluff;
- Forthcoming bench on Hillman Trail; and
- Upcoming Community Thank You Celebration for Fire Chief Stephanie Dunlop on March 15.

c) **Chair Verbal Report**

- Developing requests for CAO including:
 - Clarification on Duke Road subdivision, pocket park;
 - Clarification on Beckingham Road Trail; and
 - Utilizing William Head Institution inmate workgroups.

8. Correspondence

- None.

9. Other Business

a) Annual Maintenance Plan

- Addition of Cliffe Drive trail;
- Trail Stewards program;
- Councillor Jay Shukin to circulate and finalized plan for Committee of the Whole meeting.

b) Annual Report – Highlights and achievements of 2025

- Deputy Corporate Officer requested highlights of 2025 for the Annual Report. The following were listed:
 - Pedestrian safety improvements on Duke Road East with road shoulder widening;
 - Trails Master Plan: two public engagement sessions; draft 1 provided for review;
 - Advances the Trail Stewards Program;
 - Volunteer work on numerous trails to remove fallen trees and hazards; June work party on the Branson-Duke Trail, Buffer Land;
 - Many thanks to ‘retiring’ members Jim Nan and Karen Hoffman. Jim was named Metchosin’s Friend of the Earth in 2025.

10. Adjournment and Next Meeting Date

The meeting was adjourned at 6:15p.m.

The next meeting will be held on March 17.