



DISTRICT OF METCHOSIN

AGENDA

PARKS AND TRAILS ADVISORY SELECT COMMITTEE MEETING

April 18, 2023 at 7:00 PM

COUNCIL CHAMBERS, MUNICIPAL HALL

1. **Agenda, Additions, Approval**
2. **Welcome Ryan Carter, Trails Coordinator- Introductions**
4. **Public Participation**
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 - a) Community Planning Committee, January 16, February 13, February 21, March 13, and March 23, 2023.....5
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 - b) Welcome to Metchosin sign
 - c) Weir Beach Stairs 53
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 - g) Chris Blaney, Blaney Trail Ocean Lookout
 - h) PTASC 2023 Budget
 - i) PTASC Joint meeting with Council
8. **Reports**
 - a) Parks & Trails Coordinator Verbal Report
 - b) Council Liaison Verbal Report
 - c) Chair Verbal Report
9. **Correspondence**
10. **New Business**
 - a) Parks & Trails Issues
 - Mt. Ash Trail
 - Tree Cutting at Blaney Park
 - Directional signate to Montreul Hill
 - Chapel Heights – lane to Metchosin Road
 - Insurance Coverage
11. **Adjournment and Next Meeting Date**

District of Metchosin

Minutes

**Parks and Trails Advisory Select Committee Meeting
Tuesday, January 17, 2023 at 7:00 P.M.
Council Chamber, Municipal Hall**

Present: Mark Atherton (meeting chair), Karen Hoffman, Councillor Jay Shukin, Jim Nan, Gord Stodola (recorder for meeting)

Regrets: Ellen Dewar

Absent: Ron Aubrey, Lee Johnston

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

1. **Annual Election of Committee Chair** – Mark was nominated for Committee Chair by Jim. Elected by acclamation.

Ron was nominated for Committee Vice-Chair by Jim. Elected by acclamation.

2. **Agenda, Additions and Approval: Added 10 f) Committee Title.**

Moved by Gord that the Committee approve the agenda as presented. **Carried.**

3. **Roundtable Introductions** – Councillor Shukin introduced himself to the Committee, his Committee roles on Council, and provided a summary of the revised Council Committee structures. Committee members then spoke to their involvement with PTASC.

4. **Public Participation:** Kerry Panton, Don Farkas and Adrian Hannam, all residents in proximity to the Weir Beach stairs, addressed the Committee. They spoke to the history of the trail, its evolving use and current unsafe state, and some of the challenges residents of the area are facing.

To summarize:

- They all agree the trail is a valued asset to the Weir Beach community and the access should be remediated;
- Traffic and parking at the trail access are significant safety issues;
- While refuse and human waste on the beach is a problem, trash cans and toilet facilities are not appropriate as they would encourage more use from outside the area;
- Some guests of the RV resort are taking de facto ownership of the beach, securing personal items such as water crafts with cables tied to driftwood, rather than taking them back to their RVs at end-of-day.

5. **Adoption of Minutes**

a) **Parks and Trails Advisory Select Committee, September 20, 2022**

Moved by Karen that the Committee approve the minutes of the Parks and Trails Advisory Select Committee meeting held on Tuesday, September 20, 2022. **Carried.**

6. **Receipt of Minutes**

- a) **Parks Committee, September 26, 2022**
- b) **Community Planning Committee, November 21, 2022**
- c) **Metchosin Environmental Advisory Select Committee, November 22, 2022**

The highlights of the above-noted minutes as they relate to PTASC were discussed.

Moved by Jim that the Committee receive the above-noted minutes for information. **Carried.**

7. **Business Arising from the Minutes**

- a) **Picnic Table on Sea Bluff Trail:** At the last PTASC meeting Ron suggested that a follow-up on memorial assets nearing their end-of-maintenance agreement be undertaken. The task was assigned to the Trails Coordinator, who has subsequently resigned. Gord offered to take on this task.

Action - Gord to review asset list and identify benches and tables requiring maintenance and recommitment of maintenance financing.

Action: Request to staff to remove this item from the agenda.

- b) **Optimizing Public Engagement – Buffer Land Parcel**
 - **Metchosin Greenspace Community Survey**

Councillor Shukin is now lead on the Buffer Land Parcel. He provided a brief history of this land, and what steps have led us to today. Going forward, a Working Group to identify and evaluate future uses of the buffer land will be formed, with the intent to have their findings published by fall 2023.

As an aside, a review of documents obtained through FOI determined that a Section 219 Land Titles Covenant allows for building a water retention pond for Centre Mountain on the buffer lands.

Recommendation - Any proposal for a water retention pond should be referred to MEASC and PTASC for their advice.

- c) **Welcome To Metchosin Sign:** Ron has asked Public Works a number of times for assistance with weed whacking at the site, without response.

Action – Councillor Shukin to follow up with Public Works.

- d) **Weir Beach Stairs** – engineering options for replacing the stairs have been presented to Council. This was discussed briefly at a recent Community Planning meeting where this item was referred back to PTASC. A Working Group that will include interested residents will be formed.

Action – Councillor Shukin and Mark to develop Working Group Terms of Reference for consideration of Council.

- e) **Proposed Subdivision, 942 Winter Road** options letter penned after site visit by PTASC. These are the summarized options and recommendation:

- i. Cash in lieu of park dedication – A cash donation would be put into the Parks Acquisition Fund to be used for future park acquisition.
- ii. 5% park dedication – options for a trail and parkland were documented.
- iii. Amenity zoning – Roughly 50-60% of the area zoned uplands is inaccessible for residential construction. It is ideally suited for park purposes and should be given favourable consideration should the developer propose it under the amenity zoning option.
- iv. Purchase of parkland – as stated above, 50 – 60% of the upland zone is ideally suited for park purposes. The district may wish to negotiate with the developer for the purchase of the area as parkland while allowing some form of amenity zoning for the balance of the property.

Recommendation: Option ii. with a strong preference for Option iii. As such it is suggested that the Approving Officer open a discussion on Option iii.

8. Reports

a) **Parks and Trails Coordinator Report Verbal Report:** N/A, position vacant

b) **Council Liaison Verbal Report:**

Updates provided in 7. **Business Arising from the Minutes** and 4. **Public Participation.**

c) **Chair Verbal Report:** Mark reported the following:

- Lusse Way, Horse Trail – maintenance requirements previously identified were coordinated by Jim and are now complete;
- Mark completed extensive fallen tree cleanup on Libra Trail at Gemini Trail;
- Mount Ash – continues to be a concern about amount of soil being dumped on site which may eventually impact the trail to the viewpoint;
- The District placed an ad in the Muse to recruit a candidate for the vacant Trails Coordinator position. There has been no response to date;
- Mark wrote and submitted to the District a letter on behalf of the Committee re proposed 942 Winter Road subdivision plan documenting findings and PTASC recommendations;
- Mark brushed both Ed's Lane and the Horse Trail;
- Blinkhorn Nature Park invasive species removal is ongoing.

Moved by Gord that the Committee receive the above reports for information. **Carried.**

9. Correspondence

a) **Chris Blaney, Blaney Trail Ocean Lookout** – in a letter to the District Mr. Blaney inquired whether there was room for a third memorial bench to recognize his family. He also noted that the ocean view was being obscured by new tree growth. It is the Committee's view that the site is not appropriate to house three memorial benches.

Moved by Gord that the Committee receive the above correspondence for information. **Carried.**

Action – Councillor Shukin to respond to Mr. Blaney's inquiry.

10. Other Business

- a) **Trails Coordinator Ad, January Metchosis Muse** – posted, no response. May need to ‘coordinate the Coordinator’s work by the Committee’.
- b) **Proposed 3 Lot Subdivision, 384 Seaspray Drive** - options were discussed, and a PTASC site visit will be scheduled.
- c) **Proposed 7 Lot Subdivision, Section 40, Neild Road** – options were discussed, and a PTASC site visit will be scheduled.

Action – Mark to propose dates for both site visits, and contact the District for proponent’s contact information.

- d) **PTASC 2023 Budget:** The District has requested the PTASC budget for 2023.

Recommendation:

- **Major capital** - \$55,000 for Weirs Beach Trail reconstruction
- **Minor capital** - \$10,000 for projects that may come forward during the year
- **Maintenance** - \$15,000

Action - Mark to submit discussed 2023 budget numbers to the District.

- e) **PTASC Joint Meeting with Council** – The Committee felt the Joint Meeting with Council held four years ago when the previous Council was new was valuable, and would like to suggest a meeting with this new Council.

Action - Mark to pen a list of possible topics and circulate.

Action - Mark to send email to Mayor Little and Interim CAO Tarnowski suggesting a meeting at one of our future Advisory Committee time slots.

- f) **Committee Title** - Gord observed that our Committee is now referred to as Parks and Trails Advisory Committee on the District web site, with the previous identifier ‘Select’ removed.

Action – Gord to follow up with the District as to correct title for the Committee.

11. Adjournment and Next Meeting Date

Moved by Gord to adjourn the meeting at 9:30 p.m. **Carried.**

The next meeting will be held on February 21, 2023, or at the call of the Chair.

District of Metchosin

Minutes

**Community Planning Committee Meeting
January 16, 2023 at 7:00 p.m.**

Council Chamber
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Shukin in the Chair, Mayor Little, Councillors Donaldson, Gray and Epp. Also present was Sue-Lin Tarnowski, Interim CAO/Corporate Officer and Tina Hansen, Deputy Corporate Officer.

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

Councillor Shukin took the opportunity to acknowledge that the Committee meeting is being held on the traditional territories of our neighbours the Sc'ianew and T'Sou-ke First Nations.

1. Agenda, Additions and Approval

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

- Public Engagement Process on the Future of the Buffer Land
- Correspondence received from Michelle Jones, Weir Beach Stairs

Carried

2. Public Participation

Pattie Whitehouse, resident provided comments as to the proposed Public Engagement process on the future of the Buffer Land. Ms. Whitehouse noted concerns that the proposal does not identify options for how the land should end up and an analysis of those options for protecting the land. Ms. Whitehouse suggested developing a minimal trail system in the buffer land and have monitoring of the trail system. She would like to see these options explored prior to the first community information meeting.

Steven Sawyer, resident stated his support for the Public Engagement process on the future of the buffer land noting that he is willing to participate as a member of the Working Group.

Chris Moehr, resident, APRM President read the Association's submitted letter to the Committee. Ms. Moehr commented on the lack of first growth trees on the buffer land noting that trees left to their own devices will grow and it is time to collectively start to think about the next generation. Ms. Moehr also advised that the federally funded conservation grant was applied to 11 acres on Sidney Spit for the protection of a small wetland.

Aneita Strauss, resident commented as to the stormwater monitoring for the buffer land and spoke to the s. 219 Covenant stating her concerns related to obligations, responsibilities management and costs related to stormwater management. Ms. Strauss suggested that Council seek a lawyer's interpretation of the District's obligations stated in the covenant.

Karen Watson, resident addressed the Committee as to the 2017 Land Swap and concerns that information had not been divulged during the referendum and following the referendum a notice of disposition in Gazette related to 1165 Neild Road granting the District the right of first refusal had been published. Ms. Watson asked that this be investigated further. She supports the

greenspace remaining a wildlife corridor.

3. Adoption of the Minutes

Moved and Seconded by Councillor Epp and Mayor Little that the Committee adopt the minutes of the Community Planning Committee meeting November 21, 2022 as amended.

Carried

4. Receipt of Minutes

Moved and Seconded by Councillors Epp and Donaldson that the Committee receive the minutes of the Dogs in Metchosin Working Group, December 9, 2022.

Carried

5. Reports

a) Staff Report, Development Variance Permit, 4080 Dupree Drive

Committee discussed:

- The application request was previously before the Board of Variance in November 2022 but was denied by the Board
- The applicant can make a new application to Council to consider the variances
- Clarification from the Planner as to the rationale for the 6.25m common wall requirement
- Time is of the essence for the applicant
- Arrange a Council site visit of the property

Moved and Seconded by Councillors Epp and Gray that the Committee recommend Council direct staff to send notices to landowners within 60m of the property informing them of the application and the February 6, 2023 Council meeting when issuance of the permit will be considered.

Carried

ACTION ITEM: Staff to coordinate a Council site visit of the property

b) Staff Report, Weir Beach Stairs

Councillor Shukin provided an overview of the Staff Report on Weir Beach Stairs advising that the stairs were closed last year due to public safety. Councillor Shukin advised that the staff report provides two options for consideration to repair the stairs. The timing is impeccable as Council is in the middle of budget deliberations. Council has heard from adjacent neighbours on concerns related to parking, traffic safety, garbage, and noise.

Committee discussed:

- Suggestion to refer to PTASC for consideration of the option they would recommend
- Element of trespass on an adjacent property
- Safety concerns, intent of statutory right of way was for locals to have access to Weir Beach
- This is a neighbourhood connector trail to the Ron Weir Trail
- Garbage receptacles and washroom facilities not recommended by CRD Parks due to costs and maintenance

Moved and Seconded by Mayor Little and Councillor Shukin to recommend that Council refer the Staff Report on Weir Beach Stairs to the Parks & Trails Advisory Select Committee (PTASC);

And request PTASC provide comments related to parking;

And further that PTASC advise where the project would fit in terms of priorities and budget.

Carried

c) Councillor's Update

Councillor Shukin provided an overview of his Councillor's Update and reported on the following:

- Public Engagement Process on the Future of the Buffer Land which involves a formal public engagement process with the following two core components:
 - The creation of a Working Group to identify and evaluate management options for the buffer land
 - Opportunities for broader public input early in the process and as the process proceeds

Committee discussed:

- Keep timeline for engagement process as short as possible
- Ascertain any binding obligations related to the buffer land with regard to Centre Mountain Estates, City of Langford and the CRD
- Look at having a new formal appraisal for land value
- Property is worth a great deal more than the previous assessed value completed by third party through CRD
- Survey Results, MEASC and PTASC comments are valuable
- Sale agreement, negotiations with CRD have ended; document confirming

Moved and Seconded by Councillors Epp and Gray that the Committee recommend Council approve the proposed Public Engagement Process on the Future of the Buffer Land beginning with the development of a terms of reference for the Working Group.

Carried

Councillor Shukin provided the Committee with information related to the Centre Mountain Stormwater Detention Pond and the s. 219 Covenant that allows for stormwater infrastructure for the Centre Mountain Residential development to be placed in the Buffer Land.

Committee discussed:

- Seek Clarity on the s. 219 Covenant from legal counsel
- Consideration of developing a Policy that any major stormwater infrastructure works be referred to MEASC for review and input to the District's municipal engineer prior to approval of the works
- Clarity on who maintains ownership of stormwater works after the residential lots of Centre Mountain Estates begin to be sold
- Clarity on District roles and responsibilities according to the s. 219 Covenant
- Include Langford staff as a resource
- "Engineered Wetland" may be a benefit in terms of water quality, service groundwater management plan with Langford and MEASC involvement
- Importance of trees with stormwater management

Moved and Seconded by Councillors Gray and Epp that the Committee recommend Council direct staff to send the s. 219 Covenant for the Centre Mountain Stormwater Detention Pond within the Buffer Land to the municipal solicitor for review and advice.

Carried

Moved and Seconded by Councillors Gray and Epp that the Committee recommend Council direct staff to draft a Policy for Council consideration that any major stormwater infrastructure works be referred to MEASC and PTASC for comment prior to approval by the municipal engineer.

Carried

Councillor Shukin reported on additional information in his Councillor's update including:

- Centre Mountain Water Infrastructure (City of Langford Borrowing Bylaw)
- Dogs in Metchosin Working Group recommendations
- Metchosin Municipal Grounds User Group
- Metchosin Community Greenspace Survey

Moved and Seconded by Councillors Donaldson and Epp that the Committee recommend Council refer the Dogs in Metchosin Working Group recommendations back to staff; **And** that staff bring forward a draft amendment to the Animal Control Bylaw for Council consideration.

Carried

6. Correspondence

The Committee received the following correspondence

- Allen Jones, Weir Beach Access
- Aneita Strauss, Questions concerning implications of the covenant on the Buffer Lands
- Chris Moehr, APRM, Considerations with respect to the fate of our Buffer Lands
- Michelle Jones, Weir Beach Stairs

7. Adjournment

Moved and Seconded by Councillor Gray and Mayor Little that the Committee adjourn the meeting at 8:18 p.m.

Carried

Certified Correct

Chair

Corporate Officer

District of Metchosin

Minutes

**Community Planning Committee Meeting
February 13, 2023 at 7:00 p.m.**

Council Chambers
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Shukin in the Chair, Mayor Little, Councillors Donaldson, Gray and Epp. Also present was Sue-Lin Tarnowski, Interim CAO/Corporate Officer and Tina Hansen, Deputy Corporate Officer.

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

Councillor Shukin took the opportunity to acknowledge that the Community Planning Committee was taking place on the traditional territory of the Sc'ianew First Nation and T'Sou-ke First Nation.

1. Agenda, Additions and Approval

Moved and Seconded by Councillors Donaldson and Gray that the Committee approve the agenda as amended with the addition of discussion regarding the abandoned sale of the buffer land to CRD under Business Arising.

Carried

2. Presentations

a) Bruce Somers, Early Ford V-8 Club, Victoria Branch 109, "Ford & Friends Car Show & Shine"

Bruce Somers, resident, and member of the Early Ford V-8 Club provided an overview of the Club's proposal to host the 41st annual Ford & Friends Car Show & Shine in Metchosin Sunday, July 16, 2023. The following was discussed:

- Consideration of parking, traffic control and washroom facilities due to the large number of attendees the event would attract; the Early Ford V-8 Club would manage traffic control
- Alternate venues that could accommodate larger crowds could be the Boys & Girls Club property in Metchosin or West Shore Parks & Recreation
- Consideration of a park & ride from St. Mary's Church and shuttle attendees back and forth
- A "preloading" technology program provides the ability for attendees to pay online
- Fee structure for renting out the Metchosin School field
- Additional areas for parking on the municipal grounds
- Clean up of the site and surrounding areas following the event

b) Owen Enright, Proposed Amendment to Land Use Bylaw

Owen Enright provided a PowerPoint presentation and overview of a proposal for amending the Metchosin Land Use Bylaw to allow detached secondary suites on properties less than two acres providing affordable housing for family members. The following was discussed:

- Housing and financial constraints facing the younger generation
- Past Council has received similar presentations/requests related to tiny homes

Adopted: March 13, 2023

- Metchosin has been quite progressive in amending the Land Use Bylaw to allow secondary suites on properties larger than 2 acres
- Issues around short-term vacation rentals
- Subdivision opportunities in the 1980's for family members
- Densification is not a way to keep Metchosin rural

3. Public Participation

Thomas Cole, resident provided comments as to the proposed buffer land engagement process and the importance of having the land remain a greenspace without trails to avoid having issues around nuisance, parking, and enforcement. Mr. Cole would like to see the land remain "as is" in its natural state.

Sarah Anthony, resident, stated her support for Mr. Enright's presentation. Ms. Anthony noted that the only people that can afford to move to Metchosin are wealthy people who do not have an interest in farming. It is becoming more difficult to live in here and we need to be able to create living spaces for family. Ms. Anthony also expressed her support for the Early Ford V-8 Club's proposal to host the Ford and Friends Car Show and Shine in Metchosin.

Eric White, resident, stated his support for intergenerational living in Metchosin noting it will not be able to carry on without changes within the community; intergenerational children of Metchosin are worthy of being able to live here.

Katy Nelson, resident, stated her support for families being able to live together. Ms. Nelson inquired as to the legal definition of a "family member" and asked how long residents would be required to wait before they could sell the property.

Bob Burgis, resident, Metchosin Museum Society provided clarification as to comments made at a previous meeting regarding hydro costs for their buildings. Mr. Burgis advised that the Society pays a significant amount for hydro for the school museum, pioneer museum, farmers market and occasionally the equestrians. Mr. Burgis explained the importance of controlling the temperature and humidity while storing artifacts. The installation of the solar panels on the Pioneer Museum has helped with hydro costs however they are spending approximately \$4,000 per year to heat the buildings.

Gary Smirfitt, resident, spoke to Mr. Enright's comments on secondary suites advising that when considering a second dwelling on a lot, other things such as on-site sewage, and wells come into consideration. Mr. Smirfitt indicated that Council will need to deal with people living in buildings that are not in compliance with the Building Code, people living in RVs, and will need to consider making changes however Council will first need to decide what they want Metchosin to be in the future.

Michelle Jones, resident, also spoke to the issue of tiny homes and secondary suites noting there is a limited number of septic tanks that can be placed on a piece of land, Metchosin properties have wells drawing from the aquifer and it places more pressure on the land to put in additional infrastructure to accommodate more people. Ms. Jones suggested Council ask themselves what Metchosin needs for the next twenty years, find out what these things are and figure out how to fund them.

Brent Donaldson, resident, provided his comments as to secondary suites noting that secondary suites are permitted in all zones in Metchosin except on properties under two acres. Mr. Donaldson also supports the car show but has concerns around parking and safety issues on Happy Valley Road. Council could consider allowing additional parking along the edge of the

cricket field.

4. Adoption of the Minutes

Moved and Seconded by Mayor Little and Councillor Donaldson that the Committee adopt the minutes of the Planning Committee meeting January 16, 2023 as amended.

Carried

5. Receipt of Minutes

Moved and Seconded by Mayor Little and Councillor Epp that the Committee receive the minutes of the Parks and Trails Advisory Select Committee meeting, January 17, 2023.

Carried

6. Business Arising

Councillor Gray inquired as to the document that was referred to in the January 16, 2023 Community Planning Committee meeting minutes related to the abandoned sale of the buffer land to CRD.

ACTION: Staff to circulate to Council members the letter dated January 31, 2022 to the CRD confirming the District of Metchosin no longer wishes to continue negotiations over the sale of the buffer land.

7. Reports

a) Councillor's Update

Councillor Shukin provided an overview of the proposed draft terms of reference for the Buffer Land Working Group.

Committee discussion:

- Council has received extensive input to date on the greenspace; moving forward with a decision following receipt of the legal opinion on the s. 219 Covenant.
- Ensuring a comprehensive, fulsome public engagement process is a good opportunity for the community to be heard
- Timeline for the Buffer Land Working Group to complete its mandate
- Challenges that will need to be considered in maintaining the buffer land in its natural state with a dense housing development next to it
- Consider work to be done noted in the Terms of Reference completed at the Council level
- Community engagement provides Council with the opportunity to meet the residents and hear what the issues are
- Reference to "Request input from District staff and consultants, as needed, in terms of financial, land use, legal, and other matters." Intent would be that any questions to staff would be vetted through the Working Group Chair and Co-Chair.
- Reference to "but not limited to" leaves things open-ended
- All Advisory Committee Terms of Reference state recommendations made by the Committees are not necessarily approved by Council

Moved and Seconded by Councillor Donaldson and Mayor Little that the Committee recommend Council approve the proposed Terms of Reference for the Buffer Land Working Group;

And recommend that Council direct staff to post Notice on the District of Metchosin website that Council is seeking citizen membership for the Working Group.

Carried
Councillor Gray opposed the motion

Councillor Shukin reported that at the January 16th Committee meeting, the Committee discussed the s. 219 Covenant for the Centre Mountain Stormwater Detention Pond within the buffer land and the ability for the developer to build one or more detention ponds. Councillor Shukin advised he has formulated questions regarding the Covenant that have been forwarded to legal counsel and the municipal engineer for advice.

Committee discussion:

- The matter around the s. 219 Covenant is a priority and needs to be confirmed
- Staff will be bringing forward a draft policy for Council consideration to refer any major stormwater infrastructure works be referred to MEASC and PTASC

b) Weir Beach Trail Working Group Terms of Reference

Councillor Shukin requested that the Weir Beach Trail Working Group Terms of Reference not be considered by the Committee as he has received information from staff on some of the mechanics around forming working groups. Councillor Shukin would like to go back to PTASC and form a subcommittee to provide input and identify solutions around the trail and parking issues.

Committee discussion:

- The comprehensive engineers report provided to Council included options to repair or replace the stairs
- Having PTASC focus on a connector trail at Hans Helgesen that would provide a multi-year project from Lombard to Aquarius providing safer access around the school
- PTASC has provided their recommendations related to priority and parking; Council could make a decision based on this information and the engineers report
- Moving forward with a PTASC subcommittee to gather information from adjacent property owners and help move the project forward
- Adjacent neighbours have concerns related to parking and traffic management
- Having PTASC work with the budget, look at working with the prison and bring forward to the Finance Committee to look at including in the budget

Councillor Shukin also reported on the following:

- Attended the Municipal Grounds Group last week where there were 12 participants in attendance. The next meeting is Thursday, May 4th, 2023.
- Bilston Watershed Habitat Protection Association which focuses not only on Bilston Creek but the Bilston Watershed. The Annual General meeting will be held March 9, 2023 at 7:00 p.m. at the South Vancouver Island Ranger facility.

8. Correspondence

a) Bruce Somers, Early Ford V-8 Club

Moved and Seconded by Councillors Shukin and Epp that the Committee recommend Council approve in principle the Ford & Friends Car Show and Shine in Metchosin subject to addressing the issues raised around parking, traffic control, washrooms and site clean-up.

Carried

b) Owen Enright, Proposed Amendment to Land Use Bylaw

Moved and Seconded by Councillor Shukin and Mayor Little that the Committee receive the information from Owen Enright.

Carried

9. Adjournment

Moved and Seconded by Councillor Gray and Mayor Little that the Committee adjourn the meeting at 8:46 p.m.

Carried

Certified Correct

Chair

Corporate Officer

District of Metchosin

Minutes

Special Community Planning Committee Meeting

February 21, 2023 at 7:00 p.m.

Joint meeting with Parks & Trails Advisory Select Committee

Council Chambers

Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Shukin in the Chair, Mayor Little, Councillors Donaldson, Gray and Epp. Also present was Tina Hansen, Deputy Corporate Officer.

Others Present: Parks & Trails Advisory Select Committee members, Mark Atherton, Chair, Gord Stodola, Jim Nan, Ellen Dewar, Ron Aubrey

Regrets: Karen Hoffman, Lee Johnson

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

Councillor Shukin took the opportunity to acknowledge that the Special Community Planning Committee was taking place on the traditional territory of our neighbours the Sc'ianew First Nation and T'Sou-ke First Nation.

1. Agenda, Additions and Approval

Moved and Seconded by Councillor Gray and Mayor Little that the Committee approve the agenda as amended with the addition of “monuments” under agenda item 3.e. Operations.

Carried

2. Public Participation

Bonnie Bouveur, resident spoke to the Metchosin greenspace (buffer land) stating the property should not be considered as a “park”. Ms. Bouveur stated that if Langford residents are wanting parks or trails, they should be developed within Langford.

3. Introductions were made by Committee members.

4. Parks & Trails Advisory Select Committee

a) Process Review

Mark Atherton, Chair of the Parks and Trails Advisory Select Committee (PTASC) took the opportunity to thank Mayor Little as the former Council liaison to PTASC and Councillor Shukin as the current Council liaison. Mr. Atherton provided an overview of PTASC’s role to consider parks, trails and recreation matters and to report its findings and opinions to Council. The following was discussed:

- The PTASC looks for opportunities to be proactive in making recommendations to Council
- Improved communications between PTASC and Council would increase productivity
- Importance of the Council liaison role to provide communications/feedback between

Adopted: March 13, 2023

Council and PTASC

- Council should be providing rationale back to PTASC related to their consideration of recommendations
- Responsibilities of the Parks and Trails Volunteer Coordinator position to work closely with PTASC on the management and overall budget for parks and trails. Based on the expectations of the position it is a big commitment
- The new volunteer trails coordinator position once filled will be mentored by the Committee
- Importance of having recognition from Council of work done by the volunteer PTASC members
- Communicating to Council through letters from the PTASC Chair provides additional details on advice and recommendations
- Referrals to PTASC require more detailed instructions of what information Council is requesting of the Committee; this includes subdivision referrals from the Approving Officer. PTASC would also like to see feedback on the advice they provided
- PTASC's consideration and recommendations of roadside trails in conjunction with the road resurfacing program with a focus on other forms of transportation (i.e. equestrian, bicycles) other than vehicles
- Opportunities for roadside trails come forward at the time of subdivisions application; PTASC makes recommendations on roadside trails however are not responsible for their maintenance
- Linkages to other Advisory bodies includes working with the Environmental Advisory Select Committee on invasive species. There is a potential for overlap therefore it is good for the Advisory Committees to connect occasionally

b) Review of Guiding Documents related to Parks & Trails

Mr. Atherton reviewed the guiding documents related to parks & trails and noted the following:

- Guiding documents related to parks and trails include the Official Community Plan, Parks and Recreation Master Plan and Metchosin Community Trail Network Plan
- Guiding documents are reviewed by PTASC when providing advice on subdivisions, or constructing new trails according to what makes sense with the existing topography

c) Undeveloped Parks & Greenspace

Mr. Atherton provided an overview of Metchosin undeveloped parks and greenspaces, and the following points were raised:

- There are several undeveloped "orphan" parks that Council may want to review and take into consideration
- Parks acquisition and opportunities to add funds into the Parks Acquisition Fund
- PTASC recommendations on the Buffer Land related to no legal access, limited parking, and fire protection
- Consideration to prioritizing and converting gazetted roads to park status
- PTASC Council liaison communicating with adjacent municipalities on what is taking place on Metchosin's borders
- Linear greenspaces could make good trail accesses to benefit the community such as in the Hi-mount-Saddleback area

d) Operations

The following was noted during discussion related to Parks and Trails Operations:

- Overview of PTASC annual budget for parks and trails maintenance
- PTASC recommendation that the Weir Beach trail access remain open
- General view of Weir Beach adjacent neighbours is that the stairs remain open
- Province has announced available funding for disaster preparedness where the Weir Beach stairs and trail project could qualify (tsunami escape route)
- PTASC and Metchosin Invasive Species Cooperative (MISC) working together to remove invasive holly from Metchosin parks. This program has been quite successful
- PTASC's use of William Head Work Release Program
- Funding used for sign replacement
- Fire Smart program to deal with dead fallen trees in parks could be developed if District had access to grant funding
- Memorial bench locations have all been utilized, District has a responsibility to maintain the benches
- Other forms of memorial could be "adopt a tree" or "monuments"

The following action items came out of discussions during the meeting:

1. Staff to provide Council with the 2023 Paving Schedule
2. Staff to provide Council with a copy of the District of Metchosin Parks & Trails Map Book

5. Adjournment

Moved and Seconded by Councillor Gray and Mayor Little that the Committee adjourn the meeting at 9:06 p.m.

Carried

Certified Correct

Chair

Corporate Officer

District of Metchosin

Minutes

**Community Planning Committee Meeting
March 13, 2023 at 7:00 p.m.**

Council Chambers
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Shukin in the Chair, Mayor Little, Councillors Donaldson, Gray and Epp. Also present was Sue-Lin Tarnowski, Interim CAO/Corporate Officer, Tina Hansen, Deputy Corporate Officer, Stephanie Dunlop, Fire Chief.

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

Councillor Shukin took the opportunity to acknowledge that the Special Community Planning Committee meeting was taking place on the traditional territory of our neighbours the Sc'ianew First Nation and T'Sou-ke First Nation.

1. Agenda, Additions and Approval

Moved and Seconded by Mayor Little and Councillor Epp that the Committee approve the agenda with the addition of "Growing Communities Fund – next steps" under agenda item 7. a. Councillor's Update.

Carried

2. Presentations

a) Vio Mitchell, Metchosin Day Committee, "Focus on Metchosin Event"

Vio Mitchell addressed the Committee as to a proposal for a scaled back "Focus on Metchosin" community event for Sunday, September 10, 2023 with a focus on Metchosin's children, families and agriculture. The Metchosin Day Committee is seeking Council's support for the event.

Discussion ensued as follows:

- Support for a scaled back, low key "Focus on Metchosin" event
- Costs associated with the event
- Options for parking on the municipal grounds and school site
- Traffic control and ensuring safety of pedestrians
- Having a traffic management plan in place
- Notice to tenant at school regarding parking

Moved and Seconded by Mayor Little and Councillor Donaldson that the Committee recommend Council approve in principle a new scaled back "Focus on Metchosin" event on September 10, 2023;

And that the District cover costs up to \$4,000 in addition to any costs for professional flaggers for traffic control;

And further that the Metchosin Day Committee work with staff on developing a parking management plan for the event.

Carried

3. Public Participation

Kym Hill, resident spoke to environmental concerns for the stormwater management of the buffer lands and the protection of Metchosin's downstream water rights and assets.

Bonnie Bouveur, resident, also spoke to the environmental protection of the buffer land noting that the new Buffer Land Working Group will be looking at the past, present and future of the buffer land and she is happy to hear the public engagement process is moving forward.

Robin Tunncliffe, resident, spoke to the importance of an Agricultural Plan including the economic benefits that farming brings to the community.

Alison Le Duc, resident, new Director for Bilston Watershed Habitat Protection Association commented on the importance of working together to protect Metchosin's watershed and encouraged Council to keep in touch and to have ongoing discussions with their counterparts in adjacent municipalities.

Gary Smirfitt, resident, spoke to the preliminary subdivision applications for the development in Langford and stormwater management plan and inquired as to whether the District has received a referral for comment as an adjacent municipality from the City of Langford. Mr. Smirfitt also commented on the proposed "Focus on Metchosin" event.

Nicole Shukin, resident, spoke to her concerns over the level of destruction taking place on Centre Mountain and commented as to ensuring the Metchosin boundary is clearly marked in order to protect the buffer land from damage due to heavy equipment working in that location.

Ric Perron, resident, noted his concerns over the stormwater runoff into Metchosin due to the removal of trees and soil at Centre Mountain and stated that a lot of ecosystems will end up disappearing due to the destruction taking place next to the buffer land.

Nicole Lalonde, resident, commented as to her concerns regarding the level destruction taking place next to the buffer land. Ms. Lalonde also commented as to the riparian area setback requirements from the creek and other waterways on the buffer land.

4. Adoption of the Minutes

Moved and Seconded by Councillors Gray and Donaldson that the Committee adopt the minutes of the Community Planning Committee meeting held February 13, 2023.

Carried

Moved and Seconded by Councillors Gray and Epp that the Committee adopt the minutes of the Special Community Planning Committee meeting held February 21, 2023.

Carried

5. Reports

a) Councillor's Update

Councillor Shukin provided his Councillor's Update reporting on the following:

- Buffer Land Working Group Notice for Working Group members has been posted to the District website
- Weir's Beach Trail sub-committee update

- Make Metchosin Clean Again, Liz Jatkowski memorial clean-up
- Bilston Watershed Habitat Protection Association Meeting
- Upcoming events including the APRM Annual General Meeting, and Te'mexw Treaty Advisory Committee open house
- Growing Communities Fund, provincial funding for Metchosin

b) Request for Development Variance Permit – 4990 Ireland Place

Councillor Shukin provided an overview of the request for Development Variance Permit for 4990 Ireland Place to enable the construction of a new accessory building that reduces the front yard setback from 7.5m to 3.3m under Section 58(6)(a) of the *Metchosin Land Use Bylaw 259, 1995*.

Hans Raagner, applicant confirmed that the size of the proposed accessory building is 26f x32f.

Action Item: Staff to coordinate a Council site visit of the property located at 4990 Ireland Place.

Moved and Seconded by Councillors Epp and Donaldson that the Committee recommend Council direct staff to send notices to landowners within 60m of the property informing them of the application and the April 3, 2023 Council meeting when issuance of the permit will be considered.

Carried

6. Adjournment

Moved and Seconded by Mayor Little and Councillor Donaldson that the Committee adjourn the meeting at 7:58 p.m.

Carried

Certified Correct

Chair

Corporate Officer

District of Metchosin

Minutes

**Special Community Planning Committee Meeting
March 23, 2023 at 4:30 p.m.**

Council Chambers
Metchosin Municipal Hall

PLEASE NOTE: The meeting has been recorded

Present: Councillor Shukin in the Chair, Mayor Little, Councillors Donaldson, Gray and Epp. Also present was Sue-Lin Tarnowski, Interim CAO/Corporate Officer, Tina Hansen, Deputy Corporate Officer, Katherine Lesyshen, Planning Consultant

The meeting was called to order at 4:30 p.m.

Councillor Shukin took the opportunity to acknowledge that the Special Community Planning Committee meeting was taking place on the traditional territory of our neighbours the Sc'ianew First Nation and T'Sou-ke First Nation.

Councillor Shukin provided an overview of the application before the Committee for rezoning at 4696 Beckingham Road.

1. Agenda, Additions and Approval

Moved and Seconded by Mayor Little and Councillor Donaldson that the Committee approve the agenda with the addition of correspondence received related to the rezoning application for 4696 Beckingham Road.

Carried

2. Public Participation

Chris Moehr, resident provided her personal comments (not on behalf of APRM) as to the rezoning application for 4696 Beckingham Road. Ms. Moehr stated she is torn between supporting Options 2 and 3 in the staff report. Ms. Moehr spoke to concerns of placing additional strain on aquifer 606 and noted Metchosin has had piped water extended into areas in the past with no cost to the taxpayers.

Kym Hill, resident stated she is opposed to changes to Metchosin's OCP in particular as it applies to bringing in piped water. Ms. Hill spoke to concerns of the Hydrology Report and concerns that aquifer 606 would not be capable of supporting 20 additional wells. Ms. Hill would like to see Council adhere with the existing provisions in the OCP.

Nicole Shukin, resident stated she agrees with comments made by Ms. Hill and spoke to concerns that the data in the Hydrology Report was outdated. Ms. Shukin suggested that Council request more up to date information with respect to well water supply to ensure the land can support the additional wells.

Bev Bacon, resident, spoke in favour of the rezoning application for 4696 Beckingham Road stating the development is sensitive to the environment and provides the protection of natural lands rich in habitat and biodiversity that support our wetlands. Ms. Bacon read out points for the Committee to consider in support of the application.

Joan Rosenburg, resident and adjacent property owner stated she would like to see more land set aside as protected land and have smaller lots. Ms. Rosenburg spoke to the importance of acquiring more land through development that remains environmentally protected for Metchosin.

Lisa Gee, resident supports Ms. Rosenberg's comments and spoke to concerns as to whether aquifer 606 could support the additional lots at this time, let alone twenty years in the future. Ms. Gee also spoke to piped water, stress on the roads and perk testing on the lots.

Dan O'Connell, resident, and adjacent property owner spoke to the wildlife on the property, noting that it is a big game corridor that produces and sustains wildlife. Mr. O'Connell spoke to concerns of losing something that sustains a lot of biodiversity.

Kathy Atherton, resident stated her support for the amenity zoning proposal and spoke to the benefits of having piped in water in the event of a wildfire. Ms. Atherton would like to see the proposal given consideration.

3. Reports

a) Staff Report, Rezoning Application, 4696 Beckingham Road

Katherine Lesyshen, Planning Consultant provided a PowerPoint presentation and overview of the staff report and rezoning application for 4696 Beckingham Road. A discussion ensued as follows:

- Concerns of risk to the community when opening the OCP
- Well water supply/testing prior to subdivision sign-off by Approving Officer
- Amendments to the OCP, Land Use Bylaw maps
- Potential for similar applications coming forward
- Ecological recommendations, community expectations and use of restrictive covenants
- Staff time required for this type of OCP amendment
- Upgrades to Beckingham Road
- Referral process with outside agencies

Denise Kors, Kors Development Services Inc. provided a PowerPoint presentation and overview of the proposal for 4696 Beckingham Road. The following was noted:

- Minimum square footage of homes for individual lot
- Stormwater management systems on individual lots
- Architectural standards and design guidelines
- Use of covenants to provide assurances
- Restrictions on fencing
- 20 lot subdivision versus 24 lot amenity zoning
- Data from Hydrology Report on well water supply
- Increased economic value to individual lots if water is piped in
- Aquifer 606 is very fragile and sensitive
- Piped water option, pump (boost) station
- Secondary suites
- Culverts
- Condition of Beckingham Road
- Perk test pits for septic fields
- 5 percent park dedication
- Responsibility for costs of drilling wells
- Trail locations on the site

The Committee and the Contract Planner continued discussion as follows:

- Proposed additional 4 lots to offset CRD costs for piped in water
- Proposal is creative in terms of environment, wildlife, and community
- Protecting the riparian areas, wetlands, and watershed
- Lowering density as much as possible
- Timeline and how to proceed with the application
- Council site visit of the property
- Consultation with District's contracted Engineer and Planner
- Consultation with Advisory Select Committees (MEASC, PTASC)
- Public engagement process

Moved and Seconded by Councillors Epp and Gray that the Committee recommend Council direct staff to work with the applicant on an Open House for the rezoning application at 4696 Beckingham Road;

And that staff coordinate a Council site visit of the property;

And that staff continue to work with the applicant on the density question related to the 4 proposed additional lots;

And further that the Committee continue to assess options for the appropriate zoning and OCP amendments for the proposal in terms of Option 1 or Option 2.

Carried

4. Correspondence

Correspondence related to the rezoning application for 4696 Beckingham Road was received from the following members of the public:

- Kathy Atherton
- Sasha Kubicek
- Bev Bacon
- Morgan Yates
- Kathy Saluke
- Lisa Gee

5. Adjournment

Moved and Seconded by Councillors Donaldson and Gray that the Committee adjourn the meeting at 6:46 p.m.

Carried

Certified Correct

Chair

Corporate Officer

**DISTRICT OF METCHOSIN
Minutes**

ENVIRONMENTAL ADVISORY SELECT COMMITTEE MEETING

**Tuesday, January 24, 2023 at 7:00 pm
COUNCIL CHAMBER, MUNICIPAL HALL**

Present: Councillor Steve Gray, Ric Perron (Chair), Merrilee Hoen (recorder), Andy MacKinnon, Bill Cave, Anna Hall, Garry Fletcher, Erin Van de Water

Regrets: None

Guests: Sue-Lin Tarnowski, Alison LeDuc

The meeting was called to order at 7:05 pm

Sue-Lin Tarnowski (CFO and interim CAO) gave us an "Advisory Committee Orientation" during which she reviewed the role of Select Committees as defined in the Community Charter. Her principle message was that select committees must adhere to their Terms of Reference, be mindful of Risk Management for the District and that Council is the body that makes final decisions. She made special reference to the subdivision process noting that rezoning goes through Council but subdivision goes through administrative staff. She also reminded us that committee members are covered by District insurance during their committee activities but guests are not.

1. Agenda, Additions and Approval

Moved and seconded by Andy and Erin that the Committee approve the agenda with the addition of an update on United We Stand Declaration, an invitation for MEASC to meet with Council and the Mayor, and a discussion of a WCMRC workshop.

Carried

2. Presentations:

Alison LeDuc made a presentation giving us background information concerning the location of bulk carrier anchorages in the Salish Sea including those near Metchosin (Royal Roads, Esquimalt, Constance Bank) and the environmental impact when ships are using them. This information pertains to the proposed resolution to the AVICC that was discussed under New Business, item 7B.

3. Public Participation: None.

4. Adoption of Minutes

Moved and Seconded by Andy and Garry that the minutes of the Environmental Advisory Select Committee meeting held on November 22, 2022 be approved.

Carried

5. Receipt of Minutes

**Council & Standing Committee Minutes and
Advisory Committee Minutes**

Moved and Seconded by Andy and Erin that the Committee receive the Council & Standing Committee Minutes and the Advisory Committee Minutes for information.

Carried

6. Business Arising from the Minutes

a) Trans-mountain - Fate and Behavior of Bitumen Research

The committee reviewed Trans-Mountain's response (06Jan23) to our letter (06Dec22).

Action Item: Garry will compose a reply to Trans-mountain to be reviewed at the next meeting. Committee members will provide input to assist with this

7. New Business:

a) Proposed 7-Lot Subdivision, Section 40, Neild Rd:

Moved and seconded by Ric and Andy that the letter containing the Committee's comments about this subdivision be passed over to District Administration after some revisions.

Carried

b) Potential AVICC (Association of Vancouver Island and Coastal Communities) Convention Resolution "Anchorage"

The Committee commends Alison for her very well researched resolution document and presentation.

MEASC urges council to receive and discuss the AVICC Draft Resolution on or before February 6th for the AVICC February 9th conference.

Moved and seconded by Andy and Garry that we recommend to Council that they support this resolution at AVICC and that Alison be put on the Council agenda to make her presentation when this recommendation is brought forward

Carried

Action item Solicit co-sponsorship of the AVICC resolution from neighbouring municipalities (e.g. Colwood, Esquimalt).

c) District of Metchosin Declaration on the Climate Emergency and Biodiversity Crisis:

This was submitted for information.

d) Tree Preservation • Tree Management Bylaw (with MEASC track changes):

Moved and seconded by Ric and Bill to direct this document back to Council for them to consider MEASC's comments.

Carried

e) Update on the green space buffer land (verbal)

A covenant has been placed on the property for a retention pond for water coming off the residential area. Steve has raised with Council the idea of creating a wetland to manage that outflow. There will be more discussion about this at the next meeting.

8. Reports:

a) United We Stand Declaration (opposing old growth logging):

The Environment Standing Committee motion that Council should consider signing this declaration was defeated. Councillor Gray and Councillor Shukin are preparing a letter appropriate for the Council to consider.

b) Proposed meeting with WCMRC:

The Committee recommends that a targeted workshop be arranged between WCMRC technical staff and Metchosin residents with expertise in marine and coastline issues. WCMRC will be asked to provide an update on their current list of local GRS (Geographic Response Strategies), and to explain why some areas identified as priorities at an earlier Metchosin workshop are not in the current list of GRS's.

c) Proposed meeting with Council:

Steve informed us that we can expect to be invited to a meeting with Council and the Mayor in the future.

9. Correspondence:

Correspondence was received from Bev Bacon and Alison LeDuc on the topic of anchorages.

10. Adjournment and Next Meeting Date

Moved and Seconded by Andy and Ric that the Committee adjourn the meeting at 9:40 pm.

Carried

Next meeting date: Tuesday, February 28, 2023 at 7:00pm, Council Chambers

District of Metchosin

Minutes

Environmental Advisory Select Committee Meeting

Tuesday, February 28, 2023 at 7:00 P.M.

Council Chamber

Metchosin Municipal Hall

Present: Councillor Steve Gray, Andy MacKinnon, Bill Cave, Merrilee Hoen, Ric Perron (chair), Anna Hall (by phone), Erin Van de Water (recorder)

Regrets: Garry Fletcher

Guests: Councillor Jay Shukin, Fire Chief Stephanie Dunlop

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

1. Agenda, Additions and Approval

Moved and Seconded by Andy and Bill that the Committee approve the agenda as presented.

Carried

2. Presentations

a) Councillor Shukin gave an overview of the origins and current status of stormwater management planning in the Buffer Lands. The buffer lands are owned by the District and there is a covenant on title allowing for the construction of one or more stormwater detention ponds by the developers of land in Langford. Metchosin's prior written consent for the size, design, and location of the detention ponds is required prior to construction and installation. Current status is that Council has asked staff to draft a policy to refer any new major stormwater management works to MEASC and P&TASC for input in the decision-making process. It is suggested that this proposed policy include what Council would be looking for in major stormwater management plans, such as minimizing tree-cutting and increasing permeable surfaces.

Questions:

- 1) Post-construction monitoring for water quality and flows - is there a plan?
- 2) Who is responsible for maintenance and monitoring? Will it be a strata development or will Langford be maintaining roads, stormwater works, etc?
- 3) Would it be possible to draft a letter from the District to developers with the intention of collaborating on a stormwater management plan that Metchosin would approve of?

b) Chief Dunlop gave a presentation on Shoreline Spill Response within Metchosin. Back in 2015, Chief Dunlop submitted a "Marine Shoreline, Inland Water and Land-Based Spill Response Plan" to Council but it didn't go anywhere. The fire chief has also reached out to WCMRC for potential training opportunities, exercises, or workshops the firefighters or volunteers could take part in to improve response time, but to date none have occurred. There are concerns over response time (WCMRC could take up to 72hrs to respond to a spill) and the possible dire consequences to both humans and marine animals along Metchosin's coastline without a rapid response.

3. **Public Participation**

4. **Adoption of Minutes**

Moved and Seconded by Ric and Erin that the Committee approve the minutes of the Environmental Advisory Select Committee meeting held on January 24, 2023.

Carried

5. **Review of Minutes**

a) **Council and Standing Committee Minutes**

Moved and Seconded by Steve and Andy that the Committee receive the Council and Standing Committee Minutes for information.

Carried

b) **Advisory Committee Minutes**

Moved and Seconded by Steve and Andy that the Committee receive the Advisory Committee Minutes for information.

Carried

6. **Business Arising from the Minutes**

a) Trans Mountain Fate and Behaviour of Bitumen Research Response Letter
MEASC Draft Response Letter – discussion around who the author would be (Garry, MEASC or Council) and potential revisions.

Moved and Seconded by Andy and Ric that the Committee suggest moving this item to the MEASC agenda for March when Garry will be back.

Carried

b) AVICC Anchorage

Councillor Gray provided an update on Council's endorsement of the resolution on Reducing Anchorages Outside the Port of Vancouver. MEASC thanked resident Alison Leduc for her excellent work and Councillor Gray for his efforts in bringing this motion forward.

c) Buffer Lands Stormwater Management Planning, Councillor Shukin

MEASC provided input on how to help move forward developing a stormwater management policy for Metchosin.

7. **New Business**

a) Coastal Marine Strategies, BC Gov't Intentions Paper

Called for input from local governments. MEASC recommends that Council provide input on the three issues already reviewed: anchorages, oil-spill response, and the Trans Mountain report on their research on the fate and behavior of bitumen.

Moved and Seconded by Andy and Ric that the Committee recommend that Council provide input to the Provincial Government's Coastal Marine Strategies, as per their invitation for input.

Carried

b) Shoreline Spill Response within Metchosin (with Chief Dunlop)

Discussion around moving marine animals away from the spill area (hazing), toxicity of diluted bitumen, and risks to human and animal health. Questions about communication – how do we know there has been a spill in order to respond quickly? Currently there is no notification or alert system. Can the district purchase booms, pads, and socks to start a stockpile for use by firefighters and/or trained volunteers? How can we help and work with WCMRC? The following questions were raised for consideration at the upcoming workshop with WCMRC:

- What locations does WCMRC consider most important to protect along Metchosin's shoreline?
- What response actions would be appropriate for Metchosin to consider for those areas and any areas not designated as priority by WCMRC? Will WCMRC provide financial and other support for this work?
- How and when will the local community be notified of a spill?
- What human health dangers should be anticipated pursuant to a diluted bitumen spill? How does this affect planning and timing of WCMRC and local resident response?
- What specific planning is in place for addressing health of marine mammals in the event of a spill (e.g. hazing, treatment of affected mammals)?
- How might Metchosin residents and our Fire Department assist with spill response?
- Would WCMRC provide Metchosin with shore booms/socks to limit damage to the shoreline?
- How does WCMRC intend to work with other local communities in responding to a spill?

Action Item: Ric to circulate spill response documents from Chief Dunlop.

c) MEASC Report for 2022 District of Metchosin Annual Report

Action Item: Ric to compile and circulate annual report to MEASC members for review prior to the next meeting.

d) Ecosystem Protection Bylaw

Due to the late hour, this item was deferred to the next meeting.

8. Reports

None.

9. Correspondence

None.

10. Adjournment and Next Meeting Date

Moved and Seconded by Andy and Steve that the Committee adjourn the meeting at 9:15 p.m.

Carried

The next meeting will be held on Tuesday, March 28th, 2023 at 7:00 p.m.

DISTRICT OF METCHOSIN
Minutes

ENVIRONMENTAL ADVISORY SELECT COMMITTEE MEETING

Tuesday, March 28, 2023 at 7:00 pm
COUNCIL CHAMBER, MUNICIPAL HALL

Present: Councillor Steve Gray, Ric Perron (Chair), Merrilee Hoen (recorder), Andy MacKinnon, Bill Cave, Anna Hall, Garry Fletcher, Erin Van de Water

Regrets: None

Guests: Nicole Shukin (Friends of the Metchosin Buffer Land), Alison LeDuc (Bilston Watershed Habitat Protection Association)

The meeting was called to order at 7:05 pm

1. **Agenda, Additions and Approval**

Moved and seconded by Andy and Erin that the Committee approve the agenda with the additions of a Councilor's Update and the discussion of a committee chair replacement.

Carried

2. **Presentations:**

Nicole Shukin gave a presentation titled "Green Infrastructure" where she outlined a proposal for a Swale and Trail system for the buffer lands to handle stormwater from the Centre Mountain development site. The proposal is to have a swale in tandem with a trail along a two kilometer section of the Metchosin Langford border. The swale would provide bio-filtration for the stormwater and the trail would help keep people from wandering through the buffer land. The trail could be connected to the Galloping Goose to become part of the regional trail system. Andy commented that a swale would not necessarily provide any better water management than the forest that is already there and did not recommend altering the forest for this purpose. Management would be needed on the Langford side and that is unlikely without developer cooperation. The Bilston Watershed Habitat Protection Association and Friends of the Metchosin Buffer Land are planning where to next make the presentation. Meeting with the developer is a possibility.

3. **Public Participation:** None.

4. **Adoption of Minutes**

Moved and Seconded by Andy and Steve that the minutes of the Metchosin Environmental Advisory Select Committee meeting held on February 28, 2023 be approved.

Carried

5. **Receipt of Minutes**

Council & Standing Committee Minutes

Moved and Seconded by Steve and Bill that the Committee receive the Council & Standing Committee Minutes for information.

Carried

Advisory Committee Minutes

Moved and Seconded by Andy and Erin that the Committee receive the Advisory Committee Minutes for information.

Carried

6. Business Arising from the Minutes

a) Councillor's Update

The climate change survey designed by Pinna was available on the Metchosin municipal website from March 3rd to 23rd. The results are now being compiled. The purpose of the survey was to gauge the community's feelings about climate change, what they care about and what they would be willing to do. Merrilee and Andy will assist Steve in providing direction on this project.

Invasive species: rabbits. The District is engaging a contractor to remove rabbits from the downtown core. Steve noted that bullfrog control is an on-going budget item. CRD Parks is providing training on archaeology awareness for volunteers engaged in invasive plant removal in various locations within Metchosin.

Budget: The shoreline plan has been moved to next year's budget. This is noted as a future issue for consideration by MEASC. Some funding for a hydrologist to assist the buffer land detention pond work has been added to the budget.

The MEASC annual report prepared by Ric is now in the hands of staff for incorporation into the overall District annual report.

b) Draft Response to Trans Mountain Letter

Garry has prepared a draft letter to inform the BC Environment Assessment Office (EAO) about our concerns with TransMountain's response to the Mayor's letter on EAO Condition 35.

Moved and Seconded by Andy and Ric that Steve and Garry will revise the letter further and forward it to Council with a recommendation that Council send the letter to the EAO.

Carried

c) Buffer Lands Stormwater Management Planning

Steve has recommended the following points for inclusion in any policy that Council may adopt concerning major stormwater management projects:

1. minimize removal of trees
2. minimize destruction of environmentally sensitive features
3. maximum absorption of water into the ground
4. control volume so that post development flow is no greater than pre-development flow
5. measures to reduce turbidity and minimize contaminants
6. other environmental concerns identified by MEASC

d) Coastal Marine Strategies, BC Gov't Intentions Paper

The Environment Standing Committee reviewed a draft response and supporting documents prepared by staff and directed that it be rewritten so the cover letter highlights concerns and priorities identified in the supporting documents: Members of MEASC were encouraged to send

their own letters. One criticism is that the Intentions Paper doesn't address the effects of land based activities on the oceans.

e) Shoreline Spill Response within Metchosin

MEASC will meet with Metchosin Fire Chief Stephanie Dunlop and Michael Campbell, who works with WCMRC at Beecher Bay in the Council Chambers on April 5, 2023 at 7:00pm to discuss the local Metchosin Spill Response.

7. New Business:

a) MEASC Liaison Member on the Buffer Land Working Group

Erin, Anna and Andy expressed interest but it will depend on the number of meetings and the night of the week as to who will be able to attend.

b) Committee Chair

Garry Fletcher will assume the position of Chair starting May 1, 2023 to replace Ric Perron who will be away for an extended period.

8. Reports: none

9. Correspondence: none

10. Adjournment and Next Meeting Date

Moved and Seconded by Rick and Erin that the Committee adjourn the meeting at 9:05 pm.

Carried

Next meeting date: Tuesday, April 25, 2023 at 7:00pm, Council Chambers



April 14, 2022,

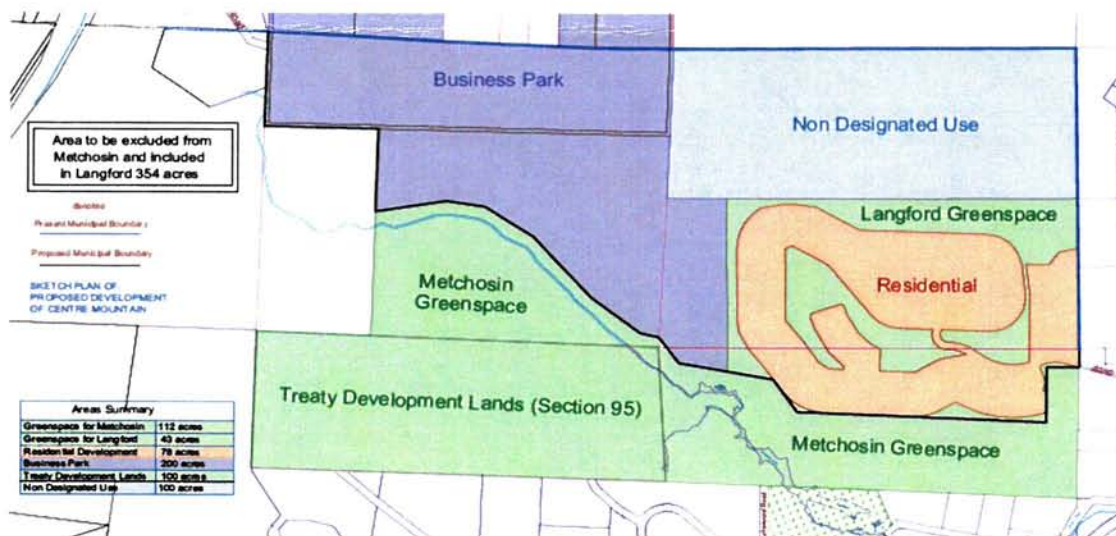
Dear Metchosin Greenspace Area Resident,

Re: Public Engagement - Metchosin Greenspace (PID 030-095-875)

The District of Metchosin is seeking your input through a community survey on future uses of the open space near the Langford border known as the “Metchosin Greenspace”. Metchosin Greenspace is the 112-acre parcel acquired by the District during the boundary adjustment with Langford (see map below). The area is undeveloped but does include a former logging road and some informal trails. There will be an upcoming opportunity on the municipal website www.metchosin.ca to fill out an online survey as well as information about upcoming meetings regarding the Metchosin Greenspace.

You will have additional opportunities to provide input during the coming months. Along with regularly scheduled Parks Committee meetings, the District is planning an open house where you and other Metchosin residents can share your views. The open house will provide opportunities to engage in-person, and input is also welcome via written submissions and comments.

Your feedback is important as Council grapples with the best use of this important greenspace and contemplates what role it will play in providing park and recreational opportunities as well as preserving natural environments in Metchosin.



Metchosin Greenspace Community Survey

This survey is part of the consultation process regarding the future use for the land identified as Metchosin Greenspace. The purpose of this communication is to understand what features residents want to see prioritized for the future use of the land.

1. Are you a resident of Metchosin?

- Yes
- No

2. If Yes, what area do you live in? Choose an area that best describes your location.

- Neild Road
- Boulder Path
- Hibbert Lane
- Wild Cherry Drive
- Zanita Heights
- Winter Road
- Dallimore Road
- Neff Road
- Centremont Lane
- Dallimore Road
- Happy Valley Road (address range from Centremont to Glennforest)
- Other

3. Each Year, how frequently do you visit Parks within Metchosin? Choose one.

- Daily
- At least once a week
- At least once a month
- Only once on a while
- Never

4. How do you typically get to the parks in Metchosin? Choose one

- Always walk
- Usually walk
- Always drive
- Usually drive
- Other

5. Which of the following Metchosin Parks and/or Trails have you visited in the last 12 months ? (see attached Parks and Trails Brochure)

- | | | | |
|--------------------------|----------------------------|--------------------------|---------------------------------|
| <input type="checkbox"/> | 1 Blaney Trail | <input type="checkbox"/> | 23 Metchosin Roadside Trail |
| <input type="checkbox"/> | 2 Blinkhorn Nature Park | <input type="checkbox"/> | 24 Montreul Hill Trail |
| <input type="checkbox"/> | 3 Bob Mountain Trail | <input type="checkbox"/> | 25 Mt. Ash Trail |
| <input type="checkbox"/> | 4 Bradene Steps | <input type="checkbox"/> | 26 Municipal Grounds |
| <input type="checkbox"/> | 5 Bransen Trail | <input type="checkbox"/> | 27 Park Dr Trail |
| <input type="checkbox"/> | 6 Buckbrush Swamp Trail | <input type="checkbox"/> | 28 Pearson College Trail |
| <input type="checkbox"/> | 7 Carton Cosh Nature Park | <input type="checkbox"/> | 29 Rocky Point Roadside Trail |
| <input type="checkbox"/> | 8 Duke Roadside trail | <input type="checkbox"/> | 30 Ron Weir Trail |
| <input type="checkbox"/> | 9 Eleanor Mann Park | <input type="checkbox"/> | 31 Sea Bluff Trail |
| <input type="checkbox"/> | 10 Farhill Trail | <input type="checkbox"/> | 32 Sweet Chestnut Trail |
| <input type="checkbox"/> | 11 Ferncliff Trail | <input type="checkbox"/> | 33 Taylor Beach Access |
| <input type="checkbox"/> | 12 Helgeson Trail | <input type="checkbox"/> | 34 Village Trail |
| <input type="checkbox"/> | 13 Hillman Trail | <input type="checkbox"/> | 35 Wayne's Roack Trail |
| <input type="checkbox"/> | 14 Horse Trail | <input type="checkbox"/> | 36 Weir's Beach |
| <input type="checkbox"/> | 15 Joe Lodge Trail | <input type="checkbox"/> | 37 Metchosin Park Trails |
| <input type="checkbox"/> | 16 Kangaroo Roadside Trail | <input type="checkbox"/> | 38 Alber Head Lagoon |
| <input type="checkbox"/> | 17 Labonne Trail | <input type="checkbox"/> | 39 Devonian Regional Park (CRD) |
| <input type="checkbox"/> | 18 Lisandra Trail | <input type="checkbox"/> | 40 Matheson Lake Park (CRD) |
| <input type="checkbox"/> | 19 Libra Trails | <input type="checkbox"/> | 41 Tower Point Park (CRD) |
| <input type="checkbox"/> | 20 Lusse Way Trail | <input type="checkbox"/> | 42 Witty's Lagoon (CRD) |
| <input type="checkbox"/> | 21 Madill Trail | <input type="checkbox"/> | 43 Witty Beach Stairs |
| <input type="checkbox"/> | 22 Matheson Lake Trail | <input type="checkbox"/> | |

6. Do you walk a dog in Metchosin Parks? If so, on or off leash (choose one)

- On Leash
- Off Leash
- Both
- I do not walk a dog

7. Please tell us how important to you are the following benefits and/or recreational activities that could be provided within the Metchosin Greenspace.

	Not at all important	Somewhat important	Neutral	Quite important	Very Important
	1	2	3	4	5
A place to protect greenspaces for wildlife habitat and corridors, species and ecosystems					
A place to provide a buffer between Langford development and Metchosin	1	2	3	4	5
Connection to other parkland	1	2	3	4	5
A place to walk/hike	1	2	3	4	5
A place to walk a dog	1	2	3	4	5
A place to ride a horse	1	2	3	4	5
A place to ride a mountain bike	1	2	3	4	5
Other, please specify	1	2	3	4	5

9. Do you have any additional suggestions for activities or uses they would like to see the Metchosin Green Space used for?

10. Do you have any other comments?

11. Does anyone in your household face mobility challenges? Yes No

Thank you for taking the time to contribute to the Metchosin Greenspace vision.

You can email info@metchosin.ca, mail or drop-off your completed surveys to the Municipal Hall, 4450 Happy Valley Road, Victoria V9C 3Z3 by **September 9, 2022.**

Metchosin Greenspace Community Survey

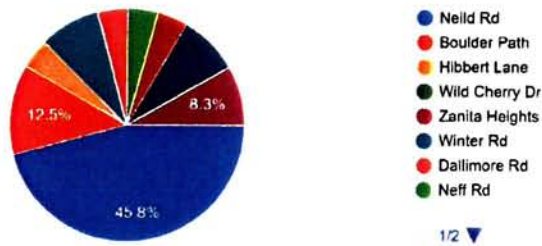
Are you a resident?

24 responses



What area do you live in?

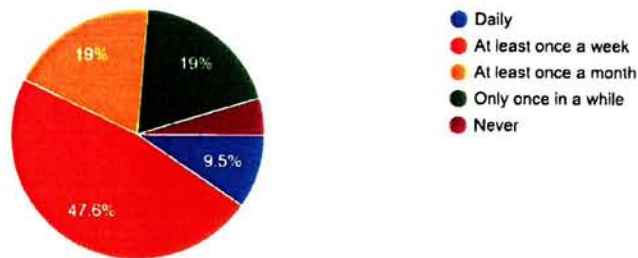
24 responses



- Happy Valley Rd
- Other

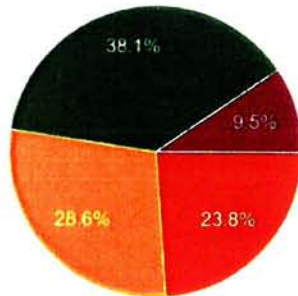
How frequently do you visit parks?

21 responses



How do you get to parks?

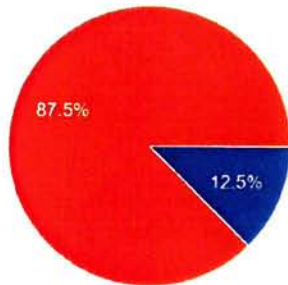
21 responses



- Always walk
- Usually walk
- Always drive
- Usually drive
- Other

Does anyone in your household have mobility challenges?

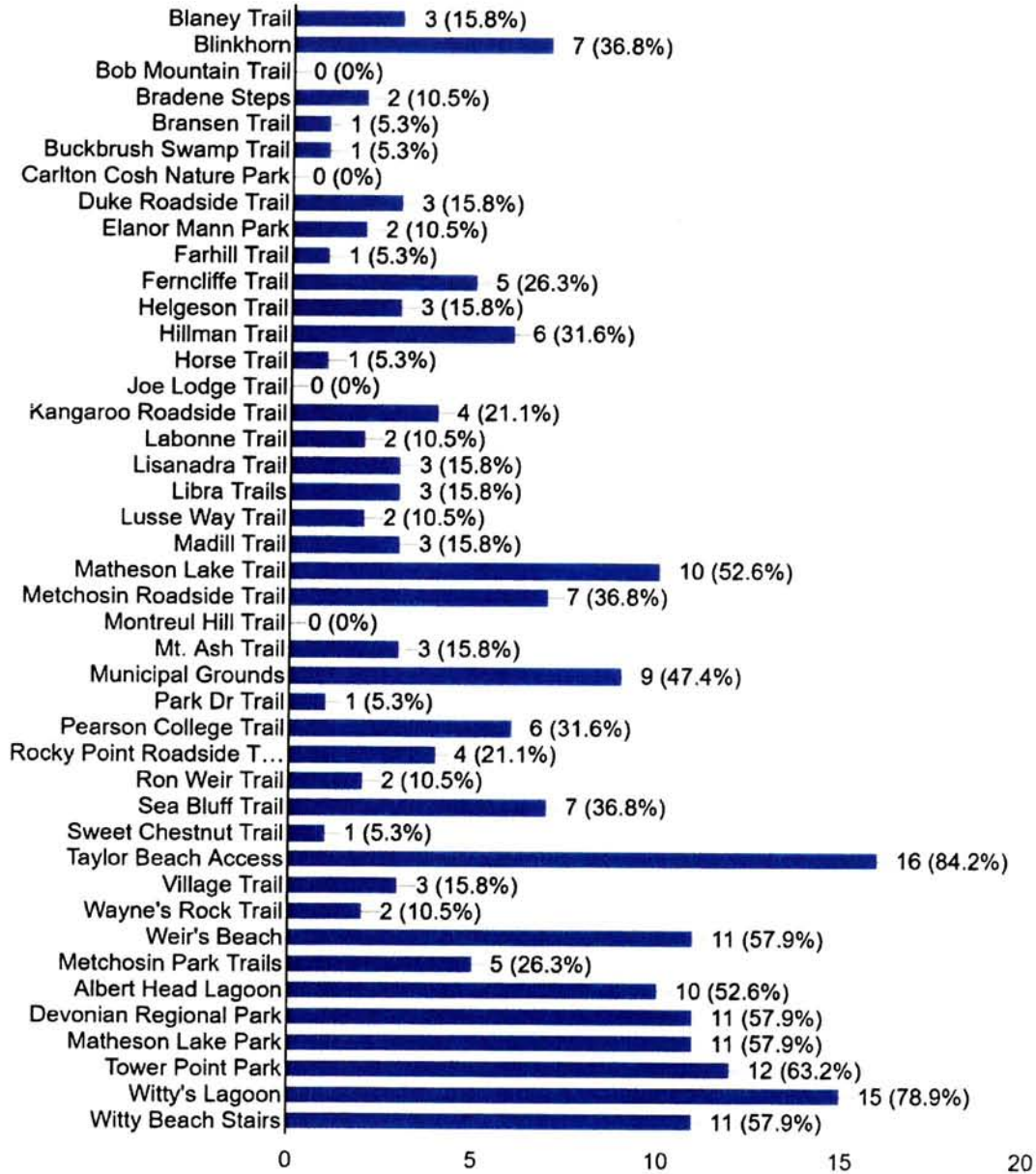
24 responses



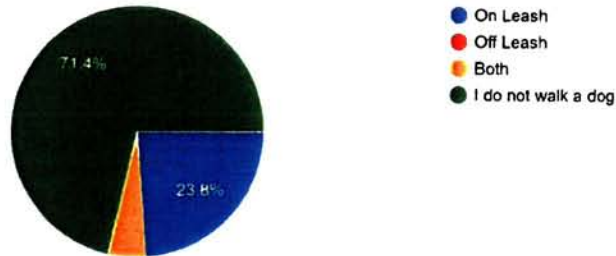
- Yes
- No

What Parks have you visited?

19 responses

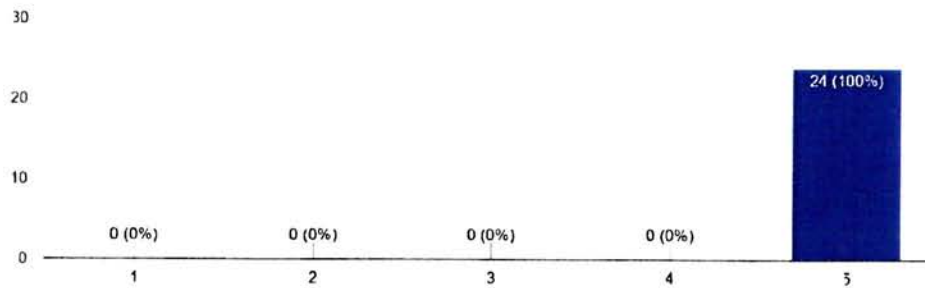


Do you walk a dog?
21 responses

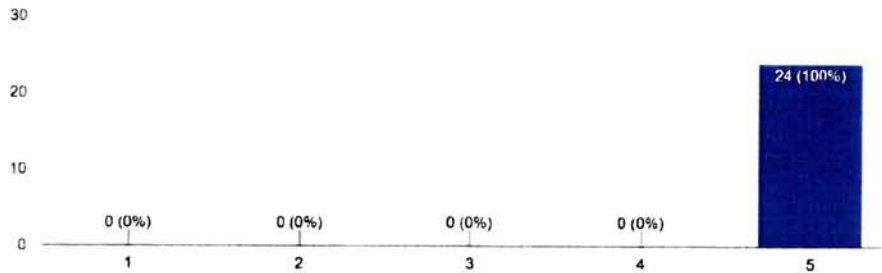


Please tell us how important to you are the following benefits and/or recreational activities that could be provided within Metchosin Greenspace.

A place to protect greenspaces
24 responses

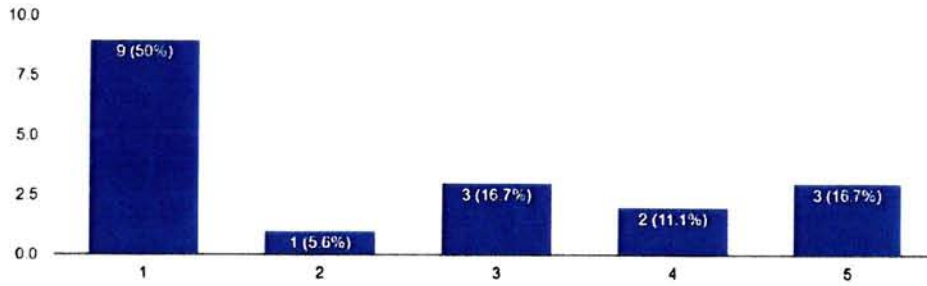


A place to provide a buffer
24 responses



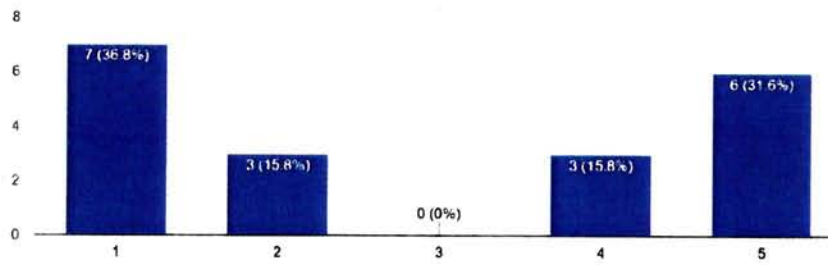
Connection to other parkland

18 responses



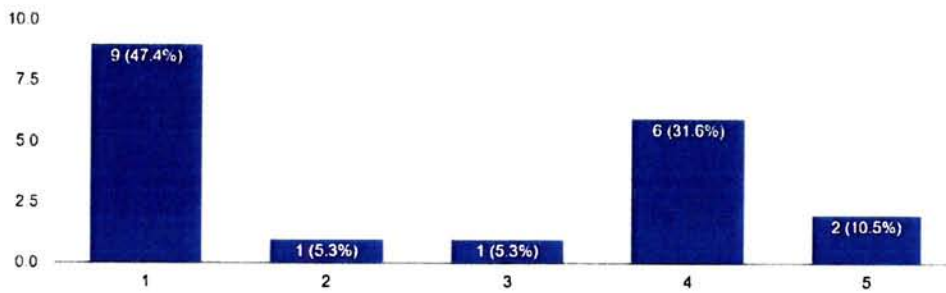
A place to walk/hike

19 responses



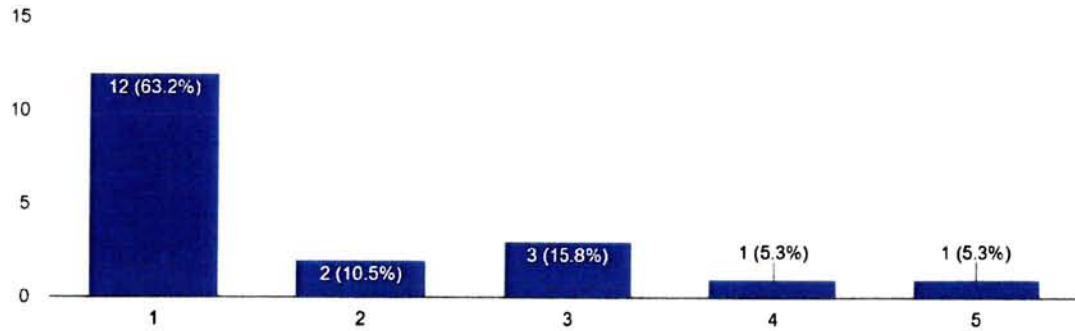
A place to walk a dog

19 responses



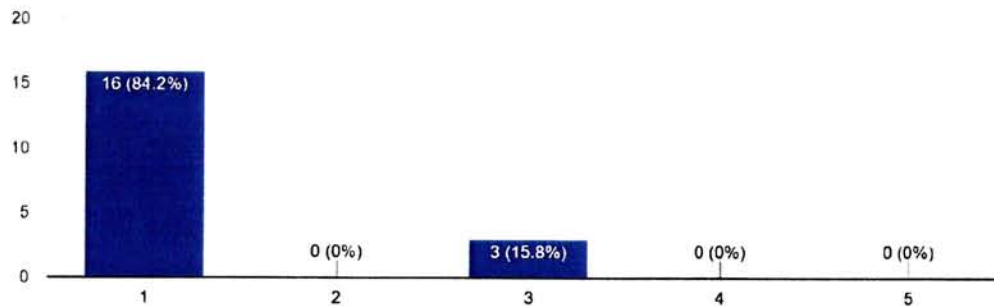
A place to ride a horse

19 responses



A place to ride a mountain bike

19 responses



Other, please specify

- Access to shoreline
- What are you guys thinking?
- As Community residents, we believe strongly in acting as stewards for protecting and preserving the parks and natural areas in Metchosin. We will report any damage we find as a result of weather events (strong winds, flooding, erosion, etc.), and try to educate fellow park users about local flora and fauna habitats. Trail etiquette (where conflicts exist) can be explained to visitors – for example mountain bikes or unleashed dogs.
- I don't like this question. It is misleading and misdirected away from the Buffer Land. For example, I love to hike, and mark a "4", this indicates I'd prefer to have the Buffer Lads as a Park or with a trail. I DO NOT.
- to be left as is for locals to walk including wildlife

- Left alone please

Do you have any additional suggestion for activities or uses they would like to see the Metchosin Green Space used for?

- It was to be used as a buffer between Langford and Metchosin.
- Green Space only! Why do we want it used for anything?
- Please less human use and more wildlife corridor. No more mountain bike trails.
- Buffer land only - protect the greenspace
- Keep all greenspace - Not to sell to CRD
- Should be left as animal corridor, + species protection with some hiking.
- No bikes or horses. Too hard on trails/land. Connection to Section 95 and top of Neild Rd, and also to Wild Cherry (gazetted road allowance).
- It must stay as a greenspace
- None - It is the headland water for Metchosin Creek and Bilston Creek - Leave it alone-
- Ideally we would like a few trails through mostly untouched forest. Something like #37. Maybe as developed as Devonian Park - maybe - but no more than that.
- As a Buffer from development.
- No activities, leave as Greenspace/Buffer
- No Human Use. This area should be regarded as an important conservation area to reduce further impacts.
- It does not have to be a Metchosin Park as long as the habitat is protected by some authority.
- Leave it alone (Natural)
- There are enough places to walk a dog/ride a horse/bike and the Buffer Lands should remain undeveloped, used only by animals as a corridor. Not by humans.
- I'm in metchosin and my pins were buried during development
- I want the bufferland to be left alone. Left natural. I do not want people walking through behind my property already having problem with theft langford is already close enough
- Please keep it as a Buffer Zone as we voted on in January 2017.
- Stay as it is - Bush land as a wildlife refuge and corridor "a Buffer Land"
- Left as a protected greenspace/Buffer for adjacent residents, creeks/wetlands & sensitive ecosystems.

Do you have any other comments?

- The land swap referendum that was voted on Jun 2017. This land is referred to a Greenspace Buffer between the 2 boundaries.
- Please: No Parking Lot, no bathroom facilities, no groomed trails keep it natural.
- Please ensure all properties have to ask to tear down forest.
- Do not remove Bufferland between Langford + Metchosin - We voted on it

- We do not want "Langford Style" competitive sports in our parks. If anything we would like more nearby parks + greenspace - This Area is supposed to be a Greenspace Buffer - not a park!
- How about a trail along the motorcycle club boundary from high on Neild to Galloping Goose? Or to Leefield/Lindholm connecting Blinkhorn?
- The referendum regarding the change of Metchosin land to Langford - Guaranteed a Buffer Land between municipalities - Leave it as such a - Buffer Land - not a park -
- We want this to remain as a Buffer. Other than question 1 + 2, the rest are irrelevant!
- Not happy with the direction that Mayor and some Council members are heading. Broken promises.
- The green buffer lands need to be left in their natural state to protect the riparian area along Bilston Creek, the natural bio-diversity, the surface and ground water ecology, the native plant and wildlife populations, without need for "human recreational use". Simply, as was promised in the 2017 Reconciliation Agreement!
- Please see attached. (B Bouveur's letter attached in file).
- "Insist" Langford has a buffer land against our buffer land. They've already changed the zoning to densify their residential area after this property was exchanged in the S'cianew/Metchosin/Langford deal. At least they can provide some open space buffer alongside of ours. Key corp has a poor offer. They can do much better. * Pretty much question 7 nullifies the entire survey for the reason above.
- Undisturbed land is often best just left alone to be enjoyed. Maybe look to something else to raise adequate funds that would be useful such as secondary suite building permits since we are over 5000 people for on disturbed land.
- We were told in beginning that It would be a natural buffer now your trying to sell it for way under value of 112 acres Non of that makes sense as CRD has paid proper land values for parks in Colwood and Langford Leave buffer land alone! all park will do is bring fire risk, theft, trash do your park on Mary Hill... Thanks for your time if someone actually reads this
- We voted to keep the Greenspace a BUFFER!
- Honour the 70% of Referendum voters who voted in favour of a Buffer Zone - NOT a CRD park! No Mention of Galloping Goose trail here - a very well used Recreational Trail in Metchosin. WHY NOT MENTIONED?? We have 43 listed Parks & Trails plus the Galloping Goose Trail. I don't see the need for another! It will only benefit the new subdivision home owners in Langford.
- This survey ask questions about parks usage the Greenspace/Buffer is not a park. Democracy ruled January 28, 2017 that the residents agreed to a land swap with Langford and Scianew FN. In that vote was the protection of neighbors & creek be Buffer land from Langford development!

- **Weir Beach Stairs**

Moved and Seconded by Councillors Shukin and Donaldson that Council refer the Staff Report on Weir Beach Stairs to the Parks & Trails Advisory Select Committee (PTASC);
And request PTASC provide comments related to parking in terms of Weir Beach stairs;
And further that PTASC advise when and where the project would fit in terms of priorities and budget.

Carried



DISTRICT OF METCHOSIN

File No. 5430-20

October 6, 2022

NOTICE – TEMPORARY CLOSURE OF WEIR BEACH TRAIL ACCESS

(located between 5195 and 5283 William Head Road)

Attn: Residents adjacent to Weir Beach Trail Access

At it's October 3rd, 2022, Regular Council meeting, Council passed a motion to temporarily close the Weir Beach trail access to all users due to unsafe conditions.

Following the General Local Election October 15, 2022, the District of Metchosin Council will be considering options to resolve issues related to the matter. You are invited to provide your input to Council at the time of consideration. Please watch the District of Metchosin website at www.metchosin.ca for further information.

Should you have any questions or concerns, please feel free to contact me directly at sltarnowski@metchosin.ca or 250-474-3167.

Sincerely,

Sue-Lin Tarnowski, CPA, CMA
Chief Financial Officer/ Interim CAO

cc: Mark Atherton, PTASC Chair



DISTRICT OF METCHOSIN
MEMORANDUM

TO: CAO
FROM: Al Herle, P. Eng.
DATE: November 10, 2022
Our File: 5340-20

RE: Weir's Beach Stairs

General

Stairs were constructed several years ago to access Weirs Beach, in an unopened road right of way between 5195 and 5283 William Head Road. The stairs were apparently constructed by volunteers.

The stairs are roughly built and in poor condition – they have been recently closed to the public and would require maintenance or replacement if they are intended to be reopened.

This beach access point is not included in the OCP Trail Network map, presumably due to the lack of connectivity with other trails.

This memo is intended to discuss possible repair and replacement options.

Current Condition (photos).



Bottom of trail. There is a sloped section of trail between the beach and the bottom of the stairs. The trail is supported by a plank which retains the side of the trail. The plank is not well anchored.



The lower section of stairs is insecure, as is the handrail.



Corner. Halfway up the slope, the stairs make a 90 degree bend. The side facing the beach is poorly supported.



Upper section. The upper section of stairs is constructed of wooden planks well anchored into the soil with rebar. Although the steps are steeper than standard, these are in relatively good condition.



Top. The top of the stairs is constrained by some large tree roots.

Discussion

The lower section of stairs and trail, from the beach to the 90 degree bend, is retained by wooden boards on the downhill side. These boards are nominally supported by posts set in the soil (not very deep or secure). The posts also support the handrail.

Above the 90 degree bend, the steps are steep but well supported. It would theoretically be possible to reduce the steepness of the steps but to do so would mean cutting through some large support roots for the surrounding trees, with probable detrimental effects to the health and stability of the trees.

It would also be possible to reroute the stairs a few metres further north, where there is a more favourable grade. But this would impact several large trees which are in the foreshore area so rerouting the trail is not recommended.

Access for Repair

Access to the stairs from William Head Road is difficult. Without substantial damage to trees and grades, access from William Head Road is limited to hand-carrying equipment and materials.

Machine access to the beach area via the RV park is possible but not desirable due to environmental concerns and impacts to the public. Therefore, a repair which can be done with man-portable materials and equipment is preferred.

Suggested Repair and Budget

Option 1 – prefabricated metal stairs. This option would involve supplying and installing entirely new, prefabricated metal stairs similar in concept to the Witty’s Beach stairs, but smaller. An excavator would be required to remove the existing stairs and regrade the slope. The stairs would be founded on either concrete footings or screw piles. The advantage would be that both the upper and lower sections of stairs would be replaced with code-compliant stairs that would be long lasting and user friendly. The disadvantage is that they would be costly and disruptive to construct. And, by improving the beach access to this extent it could encourage more use and exacerbate parking challenges (there is very little parking at this location, and poor visibility for entering and leaving William Head Road).

Estimated cost: \$50,000

Option 2 – Replace similar to existing. This option would involve removing the lower part of the stairs and the 90 degree bend, replacing the posts with better-anchored ones (and more of them), and replacing the stair vertical risers with new ones connected securely to the longitudinal retaining boards and the new support posts. This work is labour intensive but doable with man-portable materials and equipment. It would significantly improve the lower section of stairs while leaving the upper section as is. Compared to Option 1, the advantages are lower cost, less disruption, and less lead time for materials. Disadvantage is possibly higher risk of storm damage.

Estimated cost: \$15,000

Recommendation

The metal stair option would provide the best, most secure option. It would be preferred if the intent was to facilitate increased beach access. However, due to the very limited parking available at this site, and the danger posed by improperly parked vehicles on William Head Road, it may not be appropriate to encourage increased use of this beach access point.

The other option, replace similar to existing, could be done for less initial cost and still provide a safe access which is compatible with the definition of a 'natural trail' or 'connector trail' in the Trail Network Master Plan. It would not meet the definition of a Multi Use Trail, but neither would the metal stair option.

If the main goal is to simply provide a safe access point for a relatively small amount of pedestrian traffic, then the 'replace similar' option is adequate.

If the intent is to encourage increased use of this access point, then metal stairs can be considered. But in that case, parking also needs to be considered along with other means of providing connectivity for trail users.

Al Herle, P. Eng.



DISTRICT OF METCHOSIN

MEMORANDUM

TO: **Mark Atherton, Chair PTASC**
Bill Cave, Chair MEASC

FROM: **Melissa Kirk, Building/Planning Clerk**

DATE: **June 27, 2022**

Our File: **3320-22-01**

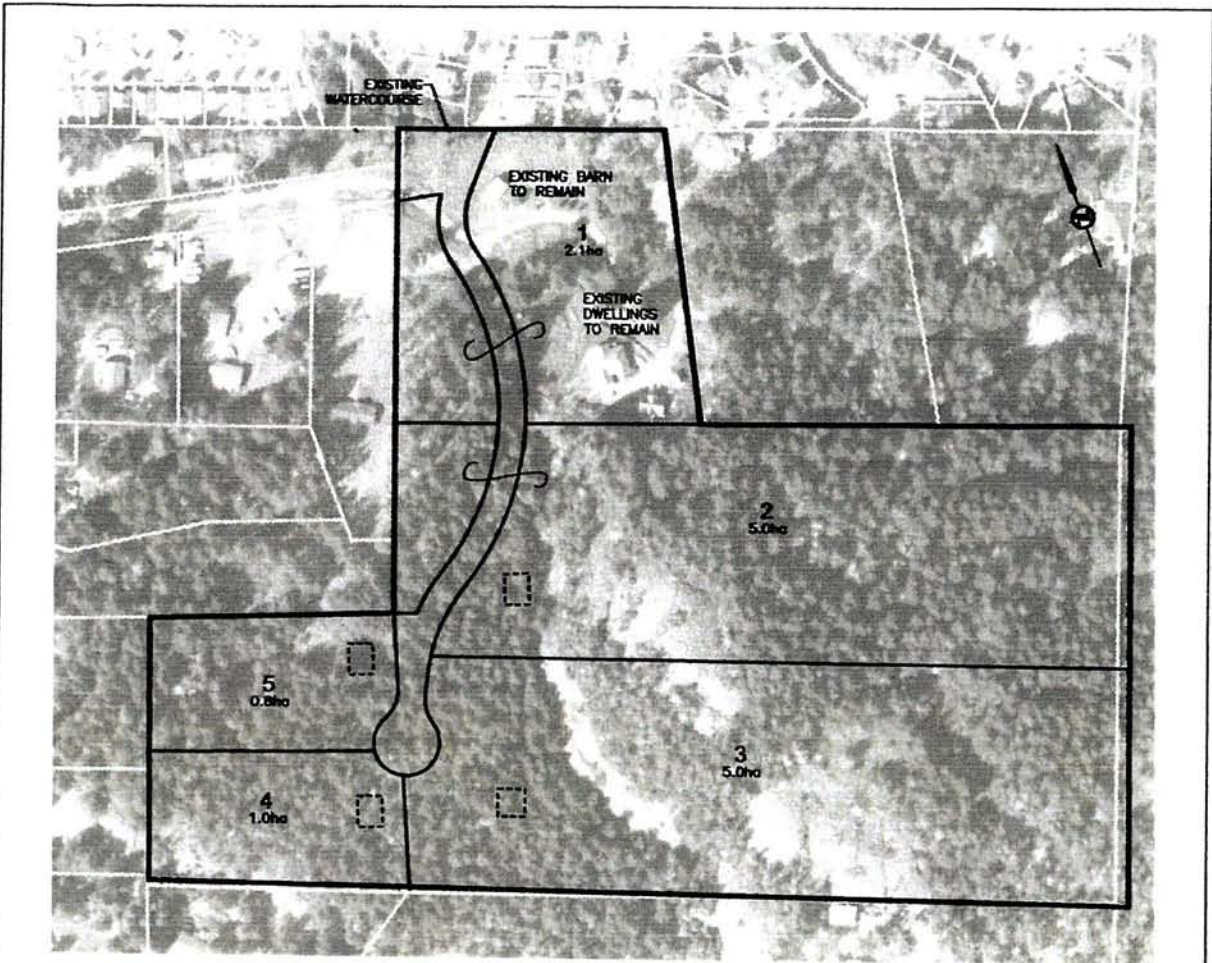
Re: Proposed 5-Lot Subdivision of:
Lot 9, Section 82, Metchosin Land District, Plan 2228
(942 Winter Road)

Please find enclosed a proposed 5-lot subdivision plan for the above noted properties.

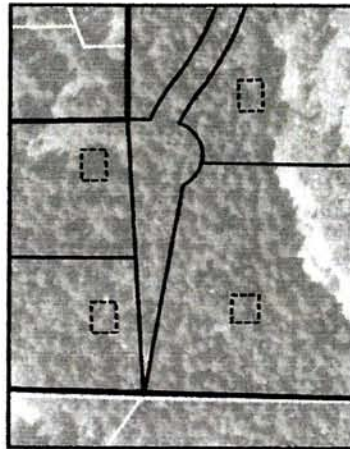
The applicants are:

Lee Johnston
942 Winter Road
Victoria BC V9C 3X4
Tel: 250-812-1525

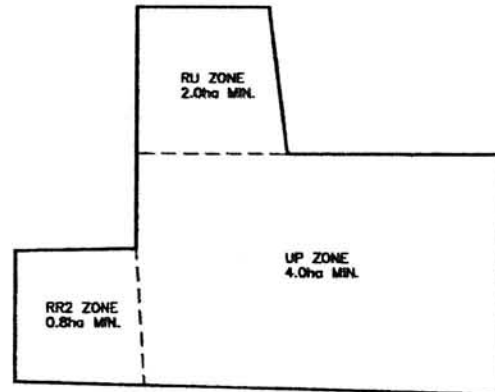
Please advise me as soon as possible of any concerns, comments and recommendations regarding the proposal. If you should require further information or documentation, please contact me.



PLAN
H 1:2500



ALTERNATE CDS LOCATION
H 1:2500



ZONING
H 1:5000

PARK CALCULATIONS:
SITE AREA = 36 acres (APPROX.)
5% PARK = 1.8 acres (0.73ha) TO BE DISCUSSED

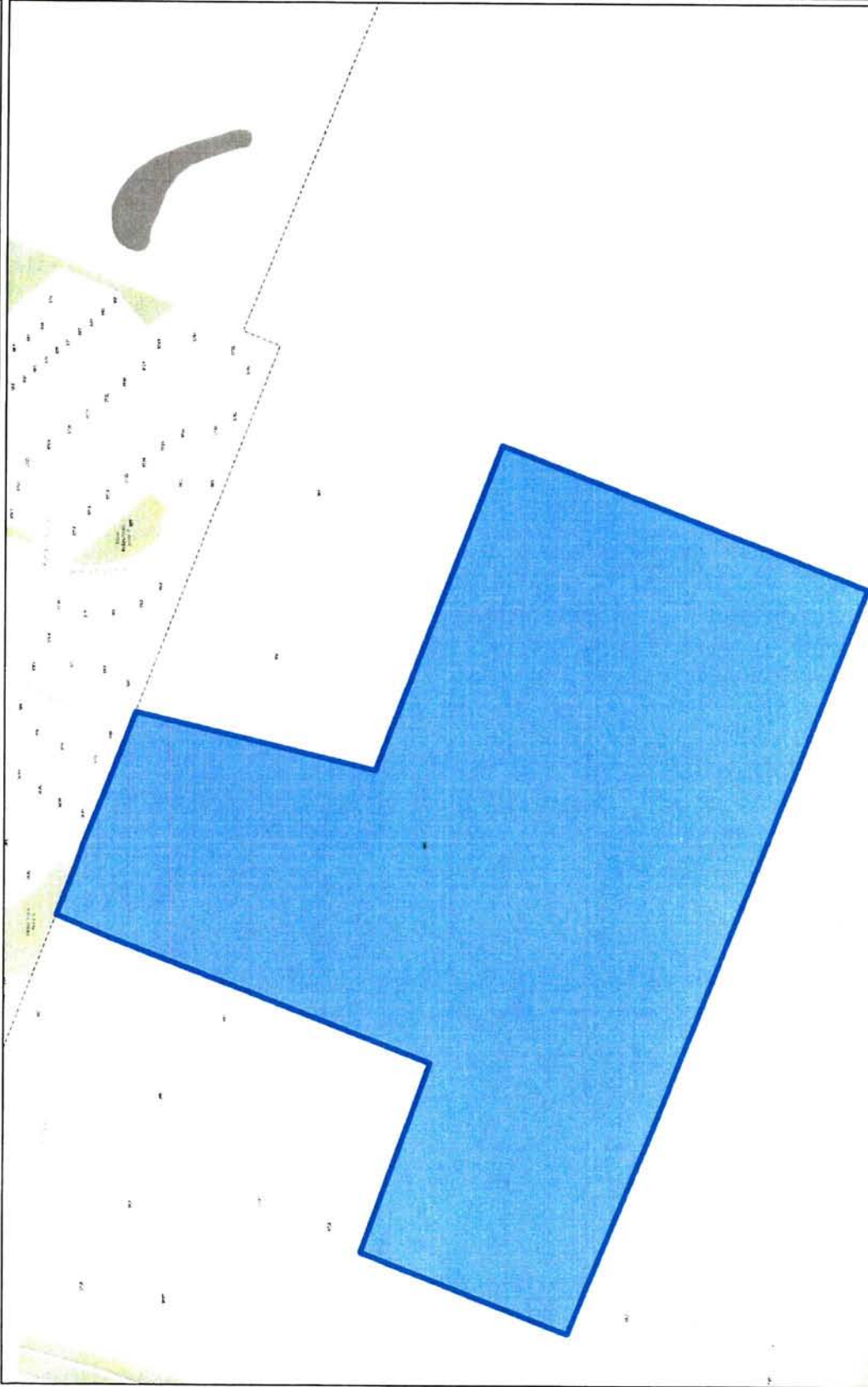


PRELIMINARY ONLY



JEA J E ANDERSON & ASSOCIATES
SURVEYORS - ENGINEERS

VICTORIA NANAIMO PARKSVILLE CAMPBELL RIVER
PHONE: 250-727-2214 info@jeanderson.com



Legend

1:2,500

Notes

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NAD_1983_UTM_Zone_10N
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To: Melissa Kirk
Building/Planning Clerk

From: Mark Atherton
Chair, Parks and Trails Advisory Select Committee

April 19, 2023

Re: Proposed 3 Lot Subdivision of:
Lot 7, Block 3, Section 43, Esquimalt Land District, Plan 2004 except part in Plan 41398
(384 Seaspray Drive)

Note: A member of the Parks and Trails Advisory Select Committee (P&TASC) owns property adjacent to the proposed subdivision. He has local knowledge of the area which he will convey to the District Engineer in a separate process.

Introduction

Five members of P&TASC were provided a tour of the proposed subdivision by the owner/developer on April 1, 2023 focusing on a general overview of the area.

The 1.560 ha lot proposed for subdivision was created in 1984 through subdivision of a larger parcel. A 0.2287 ha park dedication, adjacent to the subject lot was created at the same time. The park dedication has never been developed as a park.

Property description

The existing house is located on the proposed Lot 1. It is landscaped and has the appearance of a typical residential lot. Proposed Lots 2 and 3 are a combination of an open, grass field in the center with forest cover on the eastern side.

Each of the three lots would be accessed from the cul de sac at the end of Seaspray Drive. A roadside trail is not required.

The proposed Lot 1 has frontage on Metchosin Road where a roadside trail already exists. Further development of that roadside trail is not required.

Discussion

Metchosin Road is classified as a secondary highway in Metchosin's Official Community Plan.

Royal Bay Secondary School is about 2 km along Metchosin Road from the proposed Lot 1. This is about a 25 minute walk.

The area is served by the 54 bus route which travels on Duke Road bypassing the section of Metchosin Road between the two Duke access points. The nearest stop is at Metchosin Road and Pelilcan Drive/Duke Road which is approximately 500 meters, or a six minute walk from the proposed Lot 1.

Climate change is encouraging more active forms of transportation besides the automobile. This includes walking, biking and public transit.

Recommendation

It is recommended that public access be provided from the end of Seaspray Drive to Metchosin Road along the boundary between proposed Lots 1 and 2. The public access may be a right of way (RW) such as a lane, or a statutory right of way (SRW). Regardless, it should be up to six meters wide and be constructed by the developer at the time of subdivision. It should be constructed to the guidelines established in the 2009 Trails Master Plan.

The intent of the public access route is to provide active transportation options on Metchosin Road to connect Seaspray residents to public transit, and walking destinations in the Royal Bay development.

The public access is intended to be forward looking anticipating that active transportation options will become increasingly important in the future in response to climate change and changing demographics.

Our preference is that the public access be a right of way owned by the District of Metchosin versus a statutory right of way.



DISTRICT OF METCHOSIN

MEMORANDUM

TO: Mark Atherton, Chair PTASC
FROM: Melissa Kirk, Building/Planning Clerk
DATE: November 18, 2022
Our File: 3320-22-04

**Re: Proposed 3-Lot Subdivision of:
Lot 7, Sections 40, 41, 42, 43, 50, 51, 52, 53 and 54, Esquimalt Land District, Plan 2004 Except
Part in Plan 41938
(384 Seaspray Drive)**

Please find enclosed a proposed 3-lot subdivision plan for the above noted properties.

The applicant(s) are:

James Jake Allan Snowden
2957 Irwin Road
Victoria BC V9B 5Y6
Tel: 250-882-3222

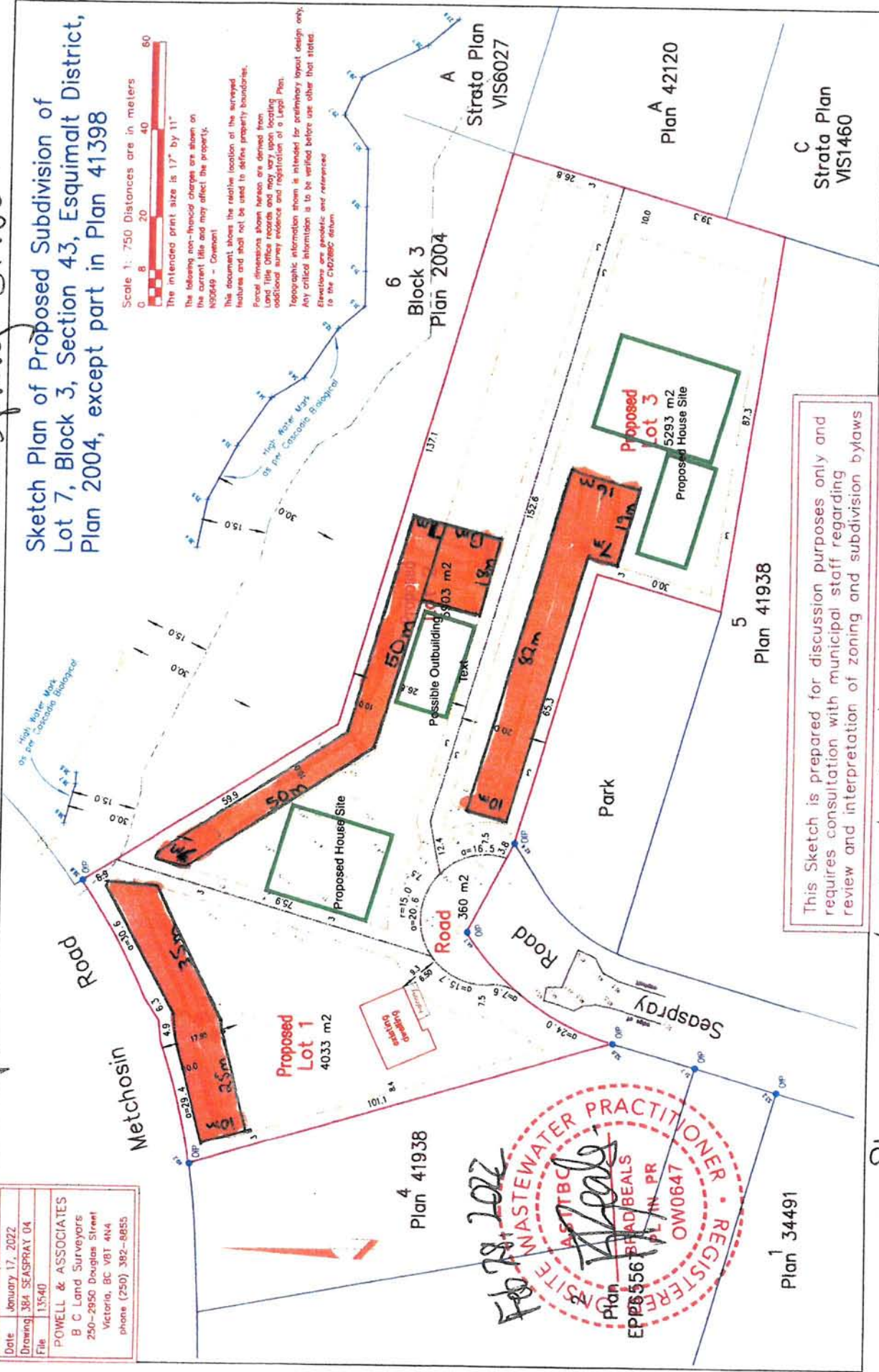
Please advise me as soon as possible of any concerns, comments and recommendations regarding the proposal. If you should require further information or documentation, please contact me.

Proposed Subdivision @ 384 Seaspray Drive.

Sketch Plan of Proposed Subdivision of Lot 7, Block 3, Section 43, Esquimalt District, Plan 2004, except part in Plan 41398

Scale 1: 750 Distances are in meters
 0 20 40 60
 The intended print size is 17" by 11"
 The following non-fixing charges are shown on the current title and may affect the property.
 N99649 - Covenants
 This document shows the relative location of the surveyed features and shall not be used to define property boundaries.
 Fenced dimensions shown herein are derived from Land Title Office records and may vary upon locating additional survey evidence and registration of a Legal Plan.
 Topographic information shown is intended for preliminary layout design only. Any critical information is to be verified before use other than stated.
 Elevations are geoidic and referenced to the CHD286C datum.

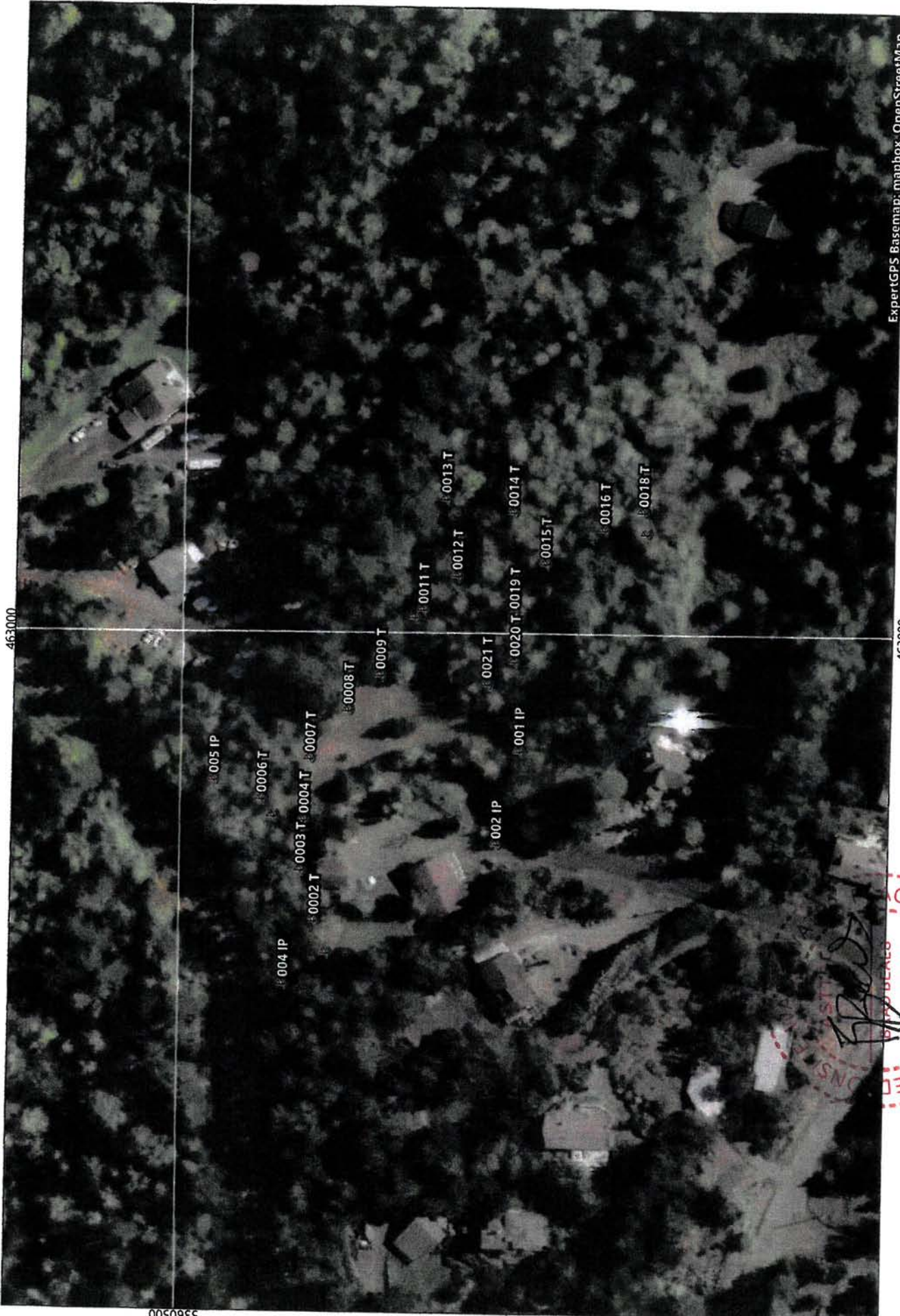
Date	January 17, 2022
Drawing	384 SEASPRAY 04
File	13540
POWELL & ASSOCIATES B C Land Surveyors 250-2950 Douglas Street Victoria, BC V8T 4N4 phone (250) 382-8855	



This Sketch is prepared for discussion purposes only and requires consultation with municipal staff regarding review and interpretation of zoning and subdivision bylaws

Feb 28 2022
 WASTEWATER PRACTITIONER
 REGISTERED
 PLAN PR
 OW0647
 BRAD BEALS
 EPPS 556

Please see attached Google Earth map with exact GPS coordinates and test pit locations.



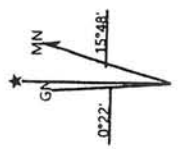
463000

463000

ExpertGPS Basemap: mapbox, OpenStreetMap

Seaspray Drive - 384
 Test pit Locations.

50 ft



REGISTERED
 PROFESSIONAL
 SURVEYOR
 IN PR
 OW0647
 FEB 18 2022

ExpertGPS



Legend

1:1,000

Notes



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50.8 0 25.40 50.8 Meters

NAD_1983_UTM_Zone_10N
 © Capital Regional District

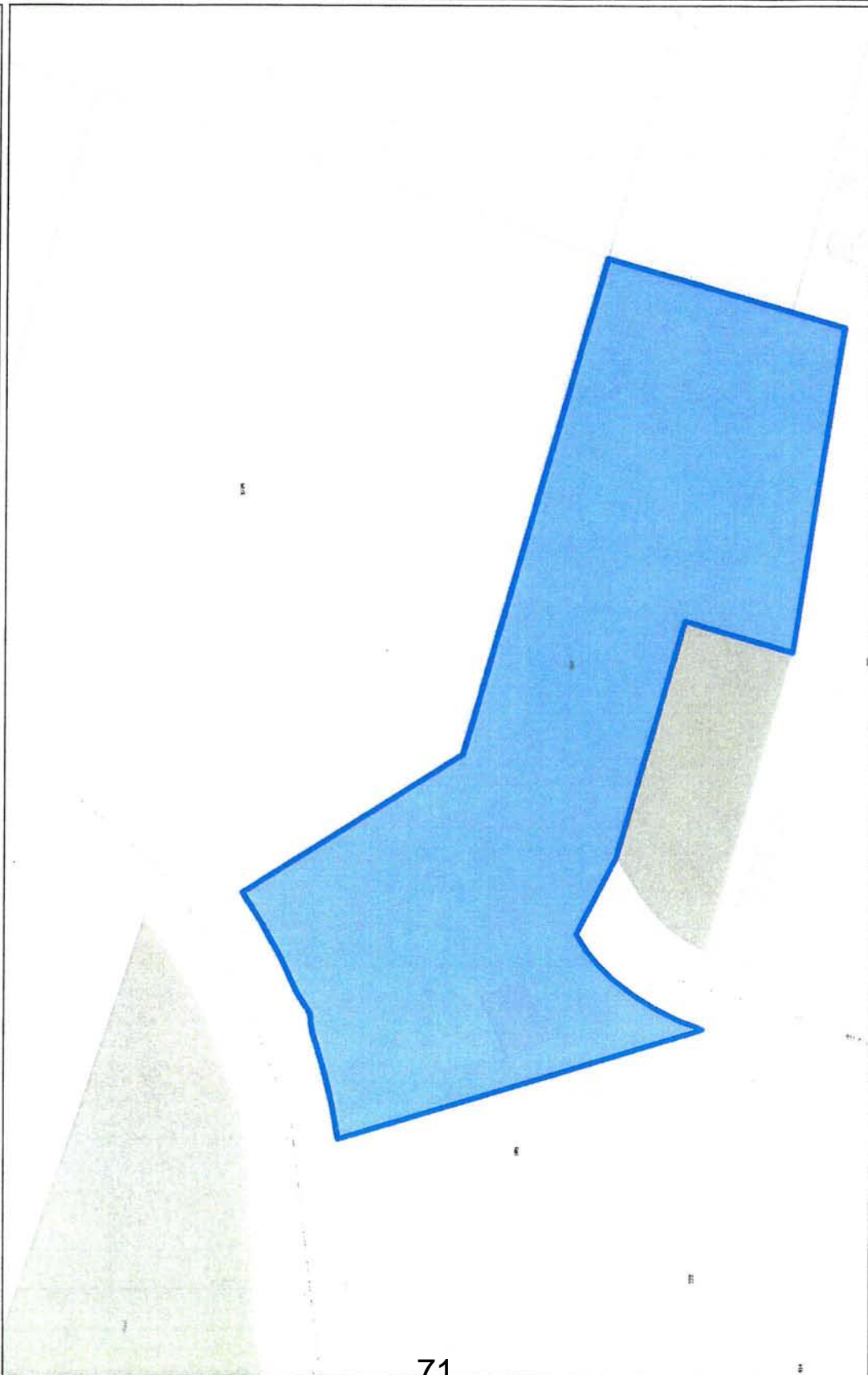


Legend

1:1,000



Notes



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50.8
NAD 1983 UTM Zone 10N
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DISTRICT OF METCHOSIN

MEMORANDUM

TO: Mark Atherton, Chair PTASC
Bill Cave, Chair MEASC

FROM: Melissa Kirk, Building/Planning Clerk

DATE: November 21, 2022

Our File: 3320-22-05

**Re: Proposed 7-Lot Subdivision of:
Section 40, Goldstream Land District, Except Parts in Plans 23191, VIP76597 and VIP78325
(Section 40, Neild Road)**

Please find enclosed a proposed 7-lot subdivision plan for the above noted properties.

The applicant(s) are:

J.E. Anderson & Associates
Phil Buchanan
4212 Glanford Avenue
Victoria BC V8Z 4B7
Tel: 250-727-2214

Please advise me as soon as possible of any concerns, comments and recommendations regarding the proposal. If you should require further information or documentation, please contact me.

SEC 40 NEILD ROAD HOLDINGS LTD.
 TENTATIVE PLAN OF SUBDIVISION
 PHASE 1 - 7 LOTS
 DRAWING No. 31328 - 01 - TP1
 Scale: 1:2500 Drawn By: CK
 Sheet: 1 of 1
 Eng. Project No: 31328



SITE AREA: 35.17ha

LEGAL DESCRIPTION: SECTION 40,
 GOLDSTREAM DISTRICT, EXCEPT
 PARTS IN PLANS 23191, VIP76597
 AND VIP78325

CALCULATION OF ROAD FRONTAGE PERCENT

LOT	PERIMETER	FRONTAGE	% FRONTAGE	WATER REQUIRED
1	821	308	37.5%	NO
2	1368	21	1.5%	YES
3	193	20	6.3%	YES
4	870	404	46.0%	NO
5	1006	29	2.9%	YES
6	941	20	2.1%	YES
7	2145	21	0.9%	YES

CALCULATION OF FRONTAGE AFTER CONSIDERING NARROW FRONTAGE

LOT	PERIMETER	FRONTAGE	% FRONTAGE
2	1368	188	11.5%
3	1105	118	10.7%
5	1006	110	10.9%
6	941	95	10.1%
7	2145	310	14.4%

P.H. - PHEWELLE

LOT 7
 5.95ha +
 3.42ha P.H.

LOT 6
 4.05ha +
 0.18ha P.H.

LOT 5
 4.10ha +
 0.19ha P.H.

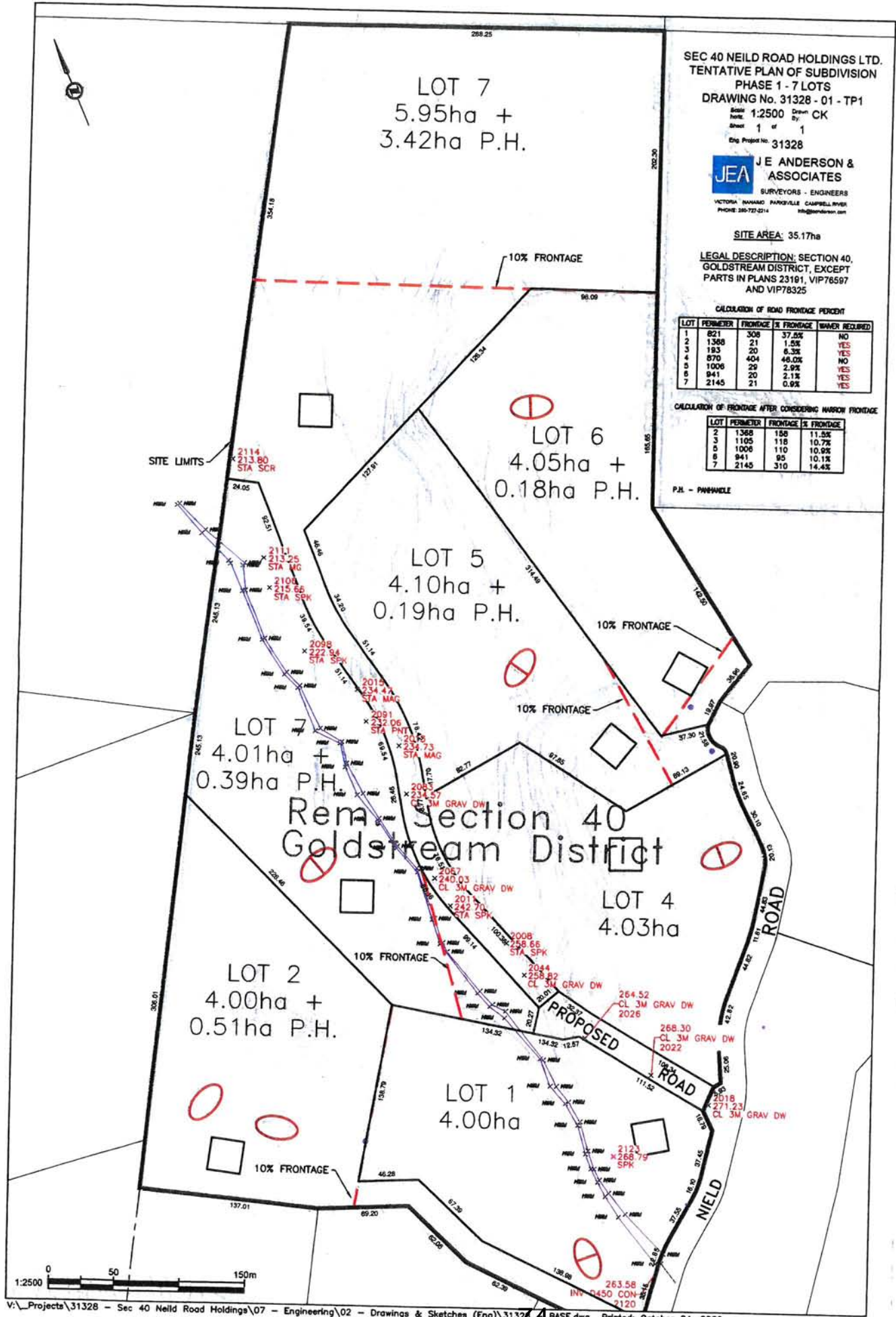
LOT 7
 4.01ha +
 0.39ha P.H.

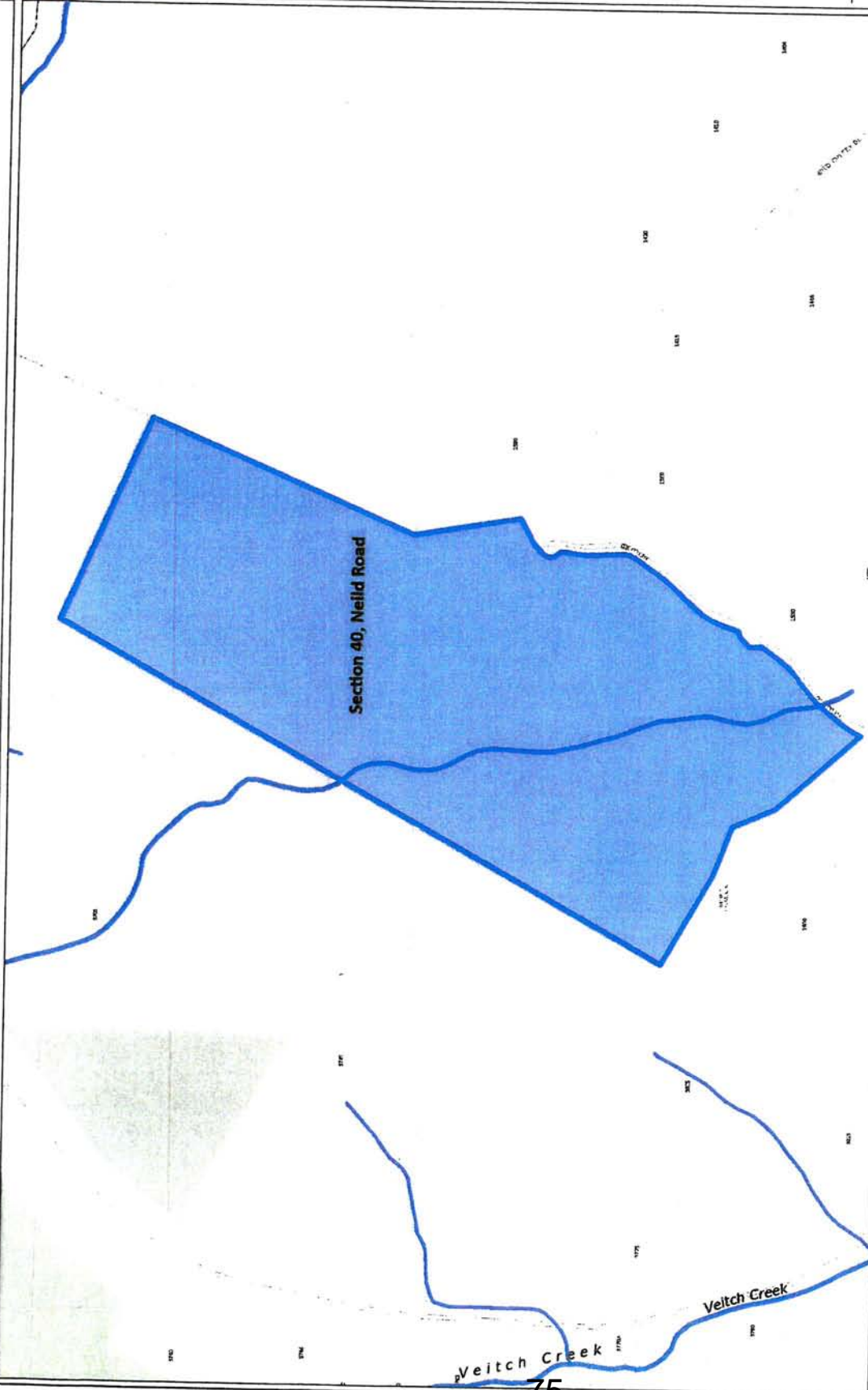
Rem Section 40
 Goldstream District

LOT 4
 4.03ha

LOT 2
 4.00ha +
 0.51ha P.H.

LOT 1
 4.00ha





- Legend**
- Watercourses Primary < 20,00
 - Watercourses Secondary < 20
 - Watercourses < 20,000
 - River

1:5,000

Notes

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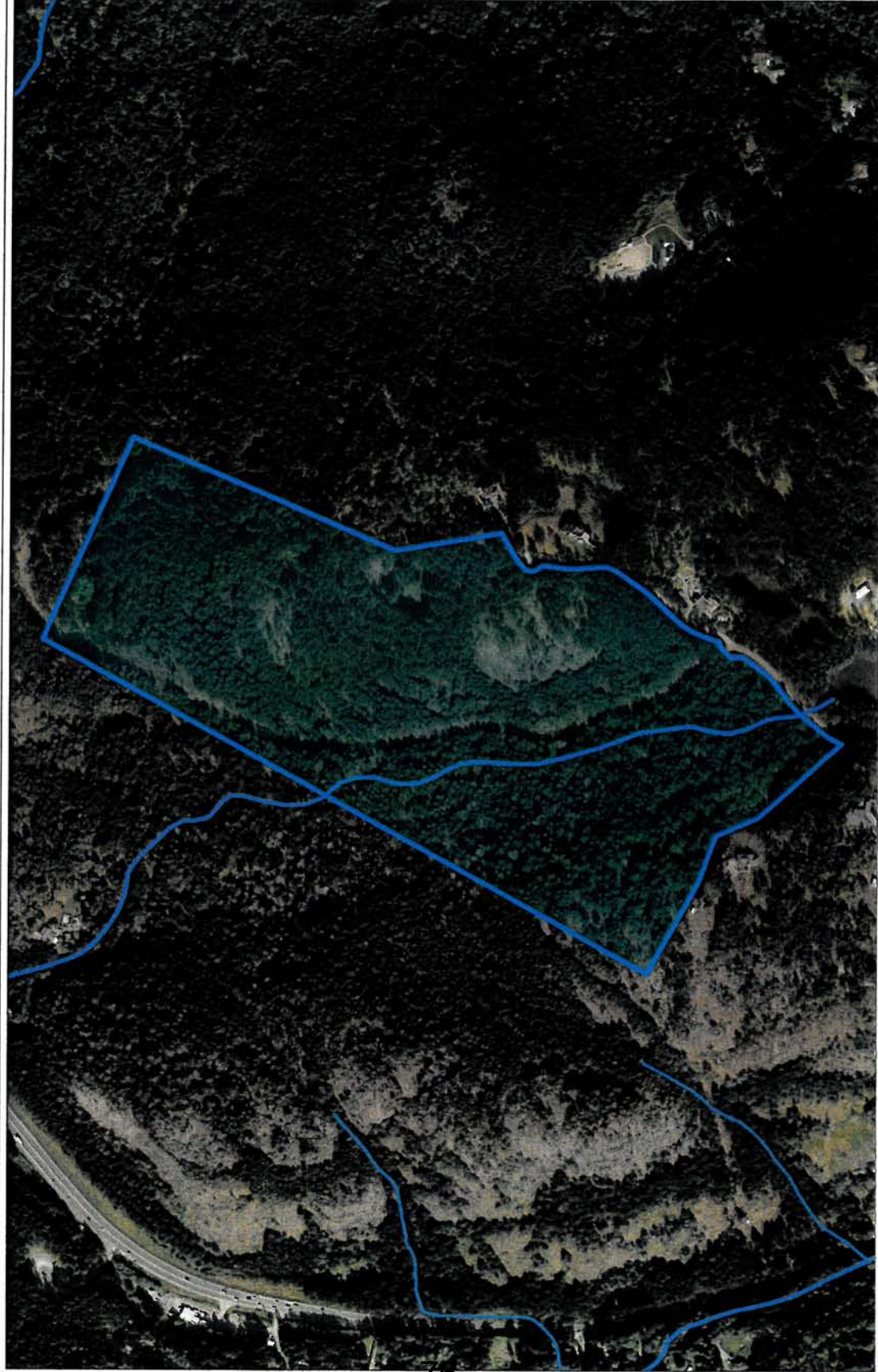
Section 40, Neild Road



- Legend**
- Watercourses Primary < 20,000
 - Watercourses Secondary < 20,000
 - Watercourses < 20,000
 - River

1:5,000

Notes



254.0 0 127.00 254.0 Meters

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