



DISTRICT OF METCHOSIN

AGENDA

AGRICULTURAL ADVISORY SELECT COMMITTEE MEETING

September 6, 2023 at 7:00 p.m.
Council Chambers
Metchosin Municipal Hall

1. **Agenda, Additions, Approval**
2. **Presentations**
 - a) Buffer Land Stormwater Management, Alison Leduc
3. **Public Participation**
4. **Adoption of Minutes**
 - a) Agricultural Advisory Select Committee, June 7, 2023..... 1
5. **Receipt of Minutes**
 - a) Finance Committee Meeting, June 5, 20235
6. **Business Arising from the Minutes**
 - a) Metchosin Agricultural Plan
 - b) Metchosin Grown Map, planning for next year
 - c) Metchosin Farm Forum 2023
 - d) Agricultural Land Use Bylaw Recommendations
 - e) Rezoning Application, 4409 William Head Road
7. **Reports**
8. **Correspondence**
9. **Other Business**
10. **Adjournment and Next Meeting Date**

District of Metchosin

Minutes

Agricultural Advisory Select Committee Meeting

Wednesday, June 7, 2023 at 7:00 PM

Council Chamber

Metchosin Municipal Hall

Present: Robin Tunnicliffe (Chair), Councillor Donaldson, John Buchanan, Brent Donaldson, Andrew Penn, Peter Chettleburgh, Alex Fletcher (recorder)

Regrets: Karen Hoffman

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

1. Agenda, Additions and Approval. Addition of Land Use Bylaw Recommendations, item 6.e)

Moved and Seconded by John and Andrew that the Committee approve the agenda as presented.

Carried

2. Presentations

Stephanie Dunlop presented about the new FireSmart for Agriculture program funding opportunity. The intake period is short so any farms considering applying for this intake period would have to move quickly. Need to have a Critical Infrastructure Assessment completed, contact Metchosin Fire Dept to arrange. Discussion about including Emergency planning for farms in Ag Plan. Fire Dept wants to integrate FireSmart into municipal planning. They have received a grant to complete an Extreme Heat Assessment and Plan by Dec 31. Stephanie told the committee about a successful emergency response system being used in other farming communities, Farms install a sealable tube at the entrance to their farm with map and directions for first responders in case of emergency.

3. Public Participation. Ellen Frisch contributed information to discussions about land use bylaws 6.e) and rezoning application 7.a). They have experience working with ALR applications and municipal zoning.

4. Adoption of Minutes

Moved and Seconded by Brent and Peter that the Committee approve the minutes of the Agricultural Advisory Select Committee meeting held on May 10, 2023.

Carried

4. Receipt of Minutes - Received

6. Business Arising from the Minutes

a) Metchosin Ag Plan. Alex reported that Robin, Shelly and Alex met with Sue-Lin (CAO) to discuss the Ag Plan process and getting started. The Subcommittee is working on a draft Request for Proposals (RFP) and is looking at Ag Plan RFPs from other communities as examples. Has received input from the Ministry of Ag but the RFP examples received from Ministry are from Regional districts with wider scope than what we are looking for. A lot of the RFP is conditions and contractual language that doesn't need to be re-written. Shelly has sent a request to Tina and Sue-Lin

for examples of other RFPs from Metchosin. Andrew used Chat GP to generate an Agricultural plan summary and read the results.

- b) Metchosin Grown Map and Tour. Andrew presented a list of local media outlets that could be used for promoting the Metchosin Grown Map. Suggestion that farms on the map update their Google business info with hours of operation. The committee would like to print and distribute the map but has used up the annual budget and doesn't have a bank account or ability to collect funds. Can't apply for a grant because we aren't a legal entity to receive funds. Maybe it is possible to find another organization to receive funds on our behalf.

Action Items:

- a. **Robin will send the pdf of the map to committee members.**
 - b. **Robin will inquire with APRM if they can accept funds for Metchosin Grown promotional activities**
 - c. **Andrew will send the map to media outlets.**
 - d. **Alex will inquire with Westside Instaprint about options/costs to print the map.**
 - e. **Shelly will look into getting the map up on the Metchosin website.**
- c) Metchosin Farm Forum 2023. Tentative plan is for a Saturday in October at Bilston Creek Farm, sometime between Metchosin Day and Thanksgiving. Interest in having an educational event with time for socializing. Possibility to organize it through Young Agrarians as a "mixer" with a potluck.

Action Item: Andrew will look into options for dates at Bilston.

- d) Promoting Farming. Robin reported that her letter to the editor for the Muse was accidentally not submitted on time for publication. Metchosin Day is planned for Sept 10. Discussed the idea of a display table at Metchosin day. Robin looked into printing more "Metchosin Grown" stickers, but the cost has gone up since last printing. Suggestion to use something called a "cricut" sticker maker.

Action Item: Robin will inquire on the Metchosin FB page if there is someone locally with a "cricut" sticker thing willing to print.

- e) Agricultural Land Use Bylaw recommendations. Alex sent a second version of the draft bylaw recommendations to committee members before the meeting (provided separately). Discussion about unintended consequences of the agricultural land use bylaw, particularly around setbacks and home plates. Suggestion to develop educational material for farmland owners to provide advice about how to protect farmland through setbacks, home plate and residential size. The committee agreed to add some language to the recommendations making it clear that the committee's intentions are to protect farmland without creating excessive restrictions and that in some cases it may be preferable to build a house further from the road in order to protect viable farmland. The committee also agreed to include a recommendation to develop educational material for farmland owners to help understand agricultural considerations and minimize negative impacts of land use on farmland.

Action Item: Alex will incorporate the additions into a version 3 draft and circulate

7. New Business

- a) **Proposed Rezoning Application Referral, 4409 William Head Rd.** The committee discussed the rezoning application and the permitted uses of a commercial 2 (C2) zone (ALR). The committee believes that the application lacks vision. Specifically, there are not sufficient measures to a) protect farmland b) support farming and c) provide agricultural benefit from the commercial zoning. The committee does not

support the application but sees potential and is willing to provide input and work with the applicant, to develop a plan that would make a significant contribution to the community and to supporting agriculture. The committee would welcome the opportunity to visit the site to gain a better understanding of the agricultural and commercial potential. The committee recommends that this application should only be approved if specific conditions are prescribed including allowable commercial uses that are conducive to agriculture and protections of what would be the remaining agricultural land.

b) **District of Metchosin Respectful Workplace Policy.** Committee members signed the policy.

8. Correspondence

a) Robin reported that there is a Peninsula Agricultural Commission tour of farms in Metchosin planned for June 10. The tour includes Bilston Creek Farm, Sea Bluff Farm and Stillmeadow Farm. Ag Committee members are welcome to attend.

9. Adjournment and Next Meeting Date

Moved and Seconded by Brent and Alex that the Committee adjourn the meeting at 8:46 p.m.

Carried

The next meeting will be held tentatively in July.

District of Metchosin

Minutes

**Finance Committee Meeting
June 5, 2023 at 7:00 p.m.**

Metchosin Municipal Hall
Council Chambers

PLEASE NOTE: The meeting has been recorded.

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

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

Councillor Donaldson took the opportunity to acknowledge that the Finance Committee meeting was taking place on the traditional territory of the Coast Salish peoples including our neighbours the Sc'ianew and T'Sou-ke First Nations.

1. Agenda, Additions and Approval

Moved and Seconded by Mayor Little and Councillor Shukin that the Committee approve the agenda with the addition of correspondence from the Vancouver Island South Film and Media Commission as supplemental information.

Carried

2. Presentations

a) Kathleen Zimmerman, Former Regional Agrologist, BC Ministry of Agriculture re: Residential Uses in the Agricultura Land Reserve (ALR).

Kathleen Zimmerman provided a PowerPoint presentation and overview of residential uses in the ALR including:

- ALC regional structure and legislation
- Housing in the ALR
- New ALC legislative changes related to housing
- How Non-Adhering Residential Use (NARU) applications are approved
- Metchosin's current Land Use Bylaw
- ALC fill requirements for housing
- Siting and homeplate size

A discussion ensued as follows:

- ALC permitted use of one principal residence and one additional suite
- ALC enforcement of the regulations
- Tax implications at the local level
- Jurisdictions in BC that have good guidelines for siting and homeplates
- Notice of intents submitted to the Commission

Ms. Zimmerman asked Metchosin Council to consider homeplates and residential setback changes to the Metchosin Land Use Bylaw in order to protect the land base for farmers. Ms. Zimmerman also urged Council to take advantage of the District having an Agricultural Advisory

Select Committee with applications that involve ALR lands.

3. Public Participation

Pattie Whitehouse, resident, took the opportunity to thank Ms. Zimmerman for her presentation.

Chris Van de Water, resident, President of APRM provided clarification as to one of the properties referenced in the presentation noting the property is still in the ALR and does have farm status.

Ellen Frisch, resident, commented that “no farm status” does not equal loss of productive farmland. Ms. Frisch also commented as to sizing and homeplace limitations and suggested that a municipality should have a strong plan check process in place to ensure landowners have made application to the ALC and that it meets ALC requirements.

Tamara Ballard, resident, read a letter from the property owner whose property was referenced in the presentation clarifying that the property remained in the ALR and it was the owner’s intent to continuing farming activity on the property.

Moved and Seconded by Councillors Gray and Skukin that Council direct staff to bring forward a staff report on a municipal regulatory approach to assist the Agricultural Land Commission (ALC) and the District of Metchosin in meeting ALR mandates;
And that staff include information related to homeplates, residential setbacks and ALC house size requirements.

Carried

4. Adoption of Minutes

Moved and Seconded by Mayor Little and Councillor Epp that the Committee adopt the minutes of the Special Finance Committee, Budget Meeting held on February 28, 2023.

Carried

Moved and Seconded by Councillor Shukin and Mayor Little that the Committee adopt the minutes of the Finance Committee Meeting held on May 1, 2023.

Carried

5. Receipt of Minutes

Moved and Seconded by Councillors Epp and Shukin that the Committee receive the minutes of the Agricultural Advisory Select Committee Minutes held May 10, 2023.

Carried

6. Business Arising

a) 2023 Grant-in-Aid Program Applications

The Committee discussed the 2023 Grant in Aid Program requests for funding and made the following resolutions:

Moved and Seconded by Councillors Gray and Epp that the Committee recommend Council allocate \$500 in grant-in-aid funding to Capital Bike.

Carried

Moved and Seconded by Councillor Shukin and Mayor Little that the Committee recommend Council allocate \$250 in grant-in-aid funding to the Intermunicipal Advisory Committee on Disability Issues (IACDI).

Carried

Moved and Seconded by Mayor Little and Councillor Epp that the Committee recommend Council allocate \$300 in grant-in-aid funding to the Juan de Fuca Performing Arts Centre Society.

Carried

Moved and Seconded by Councillors Epp and Shukin that the Committee recommend Council allocate \$800 in grant-in-aid funding to the Metchosin Museum Society.

Carried

Moved and Seconded by Councillors Epp and Shukin that the Committee recommend Council allocate \$1,500 in grant-in-aid funding to the Metchosin Preschool Society.

Carried

Moved and Seconded by Mayor Little and Councillor Shukin that the Committee recommend Council allocate \$350 in grant-in-aid funding to the Prince Edward (Pacific No. 91) Branch of The Royal Canadian Legion.

Carried

Moved and Seconded by Councillors Shukin and Epp that the Committee recommend Council allocate \$1,300 in grant-in-aid funding to the Vancouver Island South Film & Media Commission.

Carried

7. Reports

a) Councillor's Update

Councillor Donaldson provided an overview of her Councillor's Update including:

- West Shore Parks and Recreation Skate Park Camp and Canadian Lawn Bowl Championship.
- Agricultural Advisory Select Committee and Metchosin Farmer's Market
- Community Garden at the Metchosin School site update
- Royal Roads University "Vision in Bloom" garden
- Greater Victoria Public Library
- Sarah Beckett Memorial Run
- Tour of Westmont Montessori School

8. Correspondence for Action

a) Growing Communities Fund – Committee Discussion

The Committee discussed potential uses for the \$2,438,000 in funding received by the Provincial Government through the Growing Communities fund including:

- Feasibility study for replacement of the firehall
- Transportation action plan including roadside trails
- Water infrastructure projects
- Weir beach stairs
- Funding from Covid Restart grant
- Hydrologist for buffer land
- Roadside trail at Hans Helgesen School

- Enlarge parking lot at Metchosin school site
- Outdoor washrooms, improved outdoor lighting, stairlift, community garden at Metchosin School site
- Road safety initiatives
- Flesh Road bridge
- Fence along the buffer land and Langford
- Part time employee as an assistant for the Fire Chief and to take on some of the responsibilities for the school
- Letter from the province on housing needs, what would support the requirements of the fund and meet principal objectives
- Support density in neighbouring municipalities such as bike lanes from Colwood to CRD Witty's Lagoon Regional Park
- Work closely with Beecher Bay to see if there are any things Metchosin can do with them
- Hardening our parks and trails as the population grows around Metchosin
- Province's major objectives; expansions of facilities, infrastructure, climate change adaptation
- Replace surface on tennis court as a multi-surface court

It was agreed by consensus that further discussions related to the Growing Communities Fund will be brought forward in the fall in conjunction with strategic planning and the budget process.

9. Adjournment

Moved and Seconded by Councillors Gray and Epp that the Committee adjourn the meeting at 8:14 p.m.

Carried

Certified Correct

Chair

Corporate Officer