

District of Metchosin

Minutes

Parks and Trails Advisory Select Committee Meeting

Tuesday, July 16, 2024 at 7:00 p.m.

Council Chamber

Metchosin Municipal Hall

Present: Ron Aubrey (Chair), Jay Shukin (Councillor Liaison), Kathy Atherton, Ryan Carter, Caroline Donohue (Recorder), Karen Hoffman, Jim Nan

Regrets: David Shanks, Gord Stodola

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

1. Agenda, Additions and Approval

Moved and Seconded by Karen and Ryan that the Committee approve the agenda as presented.

Carried

2. Presentations

None.

3. Public Participation

Erin Ronsse thanked Ryan for initiating the Branson Trail clean up to occur this weekend. Also mentioned that she has collected questions/comments from neighbours regarding the proposed DRE trail.

4. Adoption of Minutes

a) Parks & Trails Advisory Select Committee, June 26, 2024

Moved by Jim that the Committee approve the minutes of the Parks and Trails Advisory Select Committee meeting held on June 26, 2024.

Carried

5. Receipt of Minutes

No additional minutes received.

6. Business Arising from the Minutes

a) Active Transportation Plan

- Question regarding the possibility of creating an informal discussion group as several people have demonstrated interest in the community.
- Council has directed that Jim's project update list be sent Active Transportation Network Planning group.

b) Duke Road East Community Input Session, July 31, 2024

- Jay reported that a letter notifying Albert Head residents of the input session was put in the mail this morning.
 - Letter includes session information and request for questions/comments be sent in advance.
 - Jay to email the letter to PTASC for awareness.
- Jay and Ryan to draft PowerPoint providing basic information of the proposed trail and potential next steps.
- Ron has engaged with a neutral third party individual to moderate the input session. To be confirmed after discussion with the Chief Administrative Officer.
- Ryan to present PowerPoint with Jay as support.
- Requested David to take minutes with Caroline as support.

c) Booth at Metchosin Community Day, September 8, 2024

- There will be a tent and table and hoping to make use of the big map of trails used last year.
- We will provide handouts of trail brochure as well as remind people to reach out to TC with any questions/concerns.
- Discussed providing information on trail maintenance volunteer opportunities and taking down contact information.
- Short survey regarding trail use proposed.
 - Favourite trail, most used trail, suggestions
 - Raffle \$50 gift certificate for MyChosen Cafe for participants
- Discussed whether bench donations should be highlighted.
 - Discussion on redirecting towards bus stop benches. Ron mentioned importance of engaging with BC transit on this first.

d) Hillman Trail Memorial Bench

- Broken bench has been removed.

Moved and Seconded by Ryan and Karen that the Committee recommend to council to replace the bench using PTASC budget but that the Tiptons be engaged to pay for upkeep based on the new policy in order for their plaque to be reinstated.

Carried

7. Reports

a) Parks and Trails Coordinator Verbal Report

- Following a chat with Ron and Bob, Ryan will be updating the Parks Donation Program document with information on the following: where funds go and are being held, suggested bench locations, alternatives donation types.
- There will be a work party to clean up Branson Trail this weekend. More trail clean ups will likely be planned in the fall.
- Blinkhorn rock displaced in beach area - will likely engage with Harold to move it back in place.

b) Council Liaison Verbal Report

- Audrey Coburn's bench on Wootton Road
 - Jay spoke with Rex Coburn on Friday who pointed out respectfully that the bench could be on the Wootton Road statutory ROW. Jay verified the easement document and confirmed the presence of this ROW.

- Went before council last night and request was put to postpone decision until Jay and Ryan do a walk through.
- There were questions about the bench being placed here, given that others have requested this location in the past and were denied.
- Respectful Workplace Policy
 - An amendment to the policy was approved by council last night specifying that volunteers and other appointees (thus everyone on PTASC) no longer need to sign the policy; however, the policy applies to Advisory Committee members (including PTASC).
 - Once annually we will be asked to review it.
 - Once every two years there will be a training session for staff which volunteers will be invited to.
 - The by-law governing the advisory committees will be reviewed.
 - Ron raised the lack of opportunity for volunteers to provide input.
- Counsellor Shelly Donaldson mentioned accessibility issues with a number of trails in the Hi Mount area.
 - Jim raised past issues with trails in that area before: encroachment, pushback from neighbours.
- Buffer Lands presentation occurred on Monday regarding the retention pond.
 - Emphasis on making sure access to Metchosin land not be cut off for Metchosin residents. Goal being to establish ecological protected buffer and find a happy medium in terms of access to the land.

- a) Chair Verbal Report
- Nothing to report

8. Correspondence

None.

9. Other Business

None.

10. Adjournment and Next Meeting Date

Moved and Seconded by Ryan and Karen that the Committee adjourn the meeting at 8:47 p.m.

Carried

The next meeting will be held on August 7, 2024 at 7:00 p.m.