

AGENDA
ENVIRONMENT AND NATURAL AREAS ADVISORY COMMITTEE
Saanich Municipal Hall Committee Room No. 2
Wednesday, November 20, 2019, 6:00– 8:00 PM

- Pg. 1 1. **ADOPTION OF MINUTES** (attachment)
 ▪ October 16, 2019.
- Pg. 5 2. **CHAIR’S REMARKS** (attachment)
- Pg. 7 3. **CLEANING UP CRD WATERWAYS & BEACHES REPORT** (attachment)
 ▪ Discussion led by the Environmental Law Centre, University of Victoria
 ▪ ELC Report: [Cleaning up CRD Waterways and Beaches Update of Reinventing Rainwater Management](#)
 ▪ Selected CRD Actions Under Each University of Victoria Environmental Law Centre Recommendation (attached)
4. **ELK/BEAVER LAKE INITIATIVE – UPDATE**
 ▪ Presentation by Jill Robinson – CRD Project Coordinator
5. **UPDATES:**
 ▪ [2019- 2023 Draft Strategic Plan](#)
 ▪ Environmental Policy Framework – Update
 ▪ [Provincial announcement on increased bottle deposits](#)
 ▪ Kings Road Fundraising – Update
 ▪ [Advisory Committee Working Group Recommendations Adopted by Council – Update](#)
6. **COMMITTEE ROUNDTABLE**

* Adjournment *

** Next Meeting: January 15, 2020 **

Please email jeff.keays@saanich.ca or call at 475-1775 ext. 3430 if you are not able to attend.

**GO GREEN! MEMBERS ARE ENCOURAGED TO
BRING THEIR OWN MUG TO THE MEETING**

MINUTES
ENVIRONMENT AND NATURAL AREAS ADVISORY COMMITTEE
Held at Saanich Municipal Hall, Committee Room #2
October 16, 2019 at 6:04 p.m.

Present: Chair: Councillor Rebecca Mersereau

Members: Kevin Brown, Al-Nashir Charania, Ryan Senechal and Carmel Thomson.

Staff: Adriane Pollard, Manager of Environmental Services; and, Jeff Keays, Committee Clerk

Regrets: Alfred Birch, Kyle Empringham and George Klima,

MINUTES

MOVED by K. Brown and Seconded by A. Charania “That the minutes of the Environment and Natural Areas Advisory Committee meeting held September 17, 2019, be adopted as amended.”

CHAIR’S REMARKS

Before providing a brief overview of the agenda and updates on related Council activities, the Chair reminded the members that this was the second-to-last meeting of the term. The following was noted:

- The University of Victoria’s Environmental Law Centre will attend and present at the November meeting.
- Lesley Hatch and Ben Bowker from Engineering (Storm and Waste Water) will also be in attendance and present on the District’s initiatives and programs.
- The CRD Elk/Beaver Lake Project Coordinator will be back to provide the committee with a status update on the project.
- The Mayor’s Working Group on Advisory Committee’s will be submitting their report to Council in October.
- The review stems from a recommendation arising from the Governance Review Committee (GRC).
- The previous Council did not action the GRC recommendations with regard to advisory committees; however, several Councillor’s expressed interest in reviewing the recommendations, and resulting in the working group.
- There are no further updates on the Panama Flats.

ENA AWARDS GUIDELINES & RECEPTION WRAP UP

The Manager of Environmental Services provided the committee with an overview of Environmental Awards Guidelines process and the proposed amendments as presented in the September 17, 2019 draft document.

The following was noted:

- These guidelines were typically reviewed during the committee’s nomination review

meeting.

- The guidelines should be considered in open session of the committee.
- There are a number of proposed amendments, which were highlighted in yellow.

The Clerk noted that the budget for the awards reception was lower than previous years; however, photography charges were higher due to the length of the event.

The committee review of the proposed amendments followed. The following was noted:

MOTION

MOVED by A. Charania and Seconded by C. Thomson, “That the Environmental and Natural Areas Advisory recommend that the Draft Saanich Environmental Award Guidelines be amended to include the following recommendations:

- A. Recommendation 1: Add ‘These guidelines are intended to be a dynamic document which is reviewed annually. The Environment and Natural Areas Committee reserve the right to adjust the guidelines as needed’ under the new heading Purpose; and,**
- B. Recommendation 3: Insert ‘including an environmental business’ to Section 2 – Award Eligibility, No. 7; and,**
- C. Recommendation 4A: Insert ‘individual/group/school initiative’ to Section – 2 Award Eligibility, No. 11; and,**
- D. Recommendation 4B: Insert ‘Teachers can play a mentoring role only’ into Section 2 – Award Eligibility, No. 11; and,**
- E. Recommendation 6: Delete ‘Econews’ from Section 4 – Call for Nominations/Advertising, No. 2; and,**
- F. Recommendation 7A: Add ‘The award winner to be informed via letter and that no further communication occur until after the Council agenda containing the awards package is published’ to Section 5 – Selection Process; and,**
- G. Recommendation 8: Insert – ‘successful’ into Section 7 – Awards Presentation, No. 3.**
- H. Recommendation 9: Add ‘Attend reception if possible’ to Section 10 – Responsibilities.”**

CARRIED

STREAMSIDE DEVELOPMENT PERMIT AREA ATLAS AMENDMENTS & PROCESS

The Manager of Environmental Services gave a presentation on the recommended amendments to the Streamside Development Permit Area (SDPA) Atlas. The following highlights are noted:

- The SDPA process requires Streamside Development Permits to be issued to for development activities within 30 m of the high watermark for all identified streams
- The Atlas is used to identify fisheries sensitive streams and specifies the Streamside Protection and Enhancement Area (SPEA), or riparian setbacks, required to ensure healthy and productive fish habitats.
- A Qualified Environmental (QEP) undertakes a field assessment of the subject

property/area to determine if it is fish bearing. Their findings are then submitted to Saanich in a report format.

- Staff analyze the findings of the QEP and bring forward a report and recommendation to Council.
- Environmental Services staff visited all of the affected properties
- The forthcoming report to Council recommends the following amendments to the SDPA:

1. **Plate 1/11:** Bowker Creek *Reduce SPEA from 15m to 10m.*
2. **Plate 2/39:** Goward Springs Creek *Remove non-existing tributary, change boundary of wetland to reflect assessment of the high water mark.*
3. **Plate 3/44:** Wray Creek *Remove 3 ditches that were either misidentified or no longer exist.*
4. **Plate 4/45:** Revans Creek *Replace stream and 10m setback with a watercourse based on the reach being intertidal.*

Due to a network outage the committee was not able review the Manager of Environmental Services’ presentation; accordingly, they committee felt that they did not have enough information to consider an endorsement of the proposed amendments.

Committee previously endorsed the proposed amendments (as noted above) for items 1, 2 and 3 as noted above at the February 21, 2018 meeting.

UPDATES

The committee received brief updates on the following items:

- Climate Action Plan
- Uptown Douglas Corridor Study
- Natural Saanich

The following was noted:

- Council considered the Climate Emergency Declaration Accelerated Actions at their September 30, 2019 meetings
- Council approved a number of accelerated actions including:
 - Home Energy Retrofit Municipal Funding Program
 - EV Requirements for new buildings
 - Establishment of Climate Action Reserve Fund
 - Double the rate of corporate tree planting
- The Uptown Douglas Corridor Study is available on Saanich.ca
- A link to the plan was embedded in the agenda package.
- Council will consider a revised draft upon the conclusion of the public engagement/feedback process. It is anticipated that this will come forward in Early 2020.
- Council will receive 3 reports regarding Natural Saanich at their October 29, 2019 meeting, including:
 - “Natural Saanich” Technical Committee – Draft Terms of Reference

- "Natural Saanich" Environmental Policy Framework - Expedited Work Plan
- "Natural Saanich" Proposed Interim Measures - Implications, Administrative Costs, and Likely Effectiveness

COMMITTEE ROUNDTABLE

The Chair invited committee discussion on the Amphibian Migration item that was brought forward by member C. Thomson.

Member C. Thomson provided the committee with a brief overview of the matter. The following was highlighted:

- The issues pertains to mitigating the road deaths of migrating amphibians.
- The matter stems from engineering's summer works on Prospect Lake Rd.
- There were concerns that a previous study undertaken by Habitat Acquisition Trust with regard to areas of highly concentrated amphibian road deaths was not considered during the departments design phase.
- Community members advocated for the appropriate infrastructure to mitigate these deaths after the start of construction.
- The community felt that they were not adequately consulted along the way, and that there was a missed opportunity.
- Staff acquiesced; however, the culverts that were installed by the contractor were not the correct type.
- The community was advised that the correct material was not readily available and would have resulted in further delays to the completion of the project.
- The culverts that were installed were not oriented in the appropriate manner.
- The community learned that earlier engagement and review of planned projects is necessary to ensure community input.

Committee discussion ensued, the following was noted:

- The learning curve associated to construction projects in environmentally sensitive areas can be quite steep.
- How can we improve this process, and ensure that local voices are heard going forward

The meeting adjourned 8:22 p.m.

NEXT MEETING

Next meeting is scheduled for November 20, 2019

Councillor Mersereau, Chair

I hereby certify these Minutes are accurate.

Committee Secretary



The Corporation of the District of Saanich

Memo

1420-30 ENAC

To: Environment & Natural Areas Advisory Committee
From: Rebecca Mersereau, Chair
Date: 11/13/19
Subject: FEEDBACK AND SUGGESTIONS TO IMPROVE THE ENAAC EXPERIENCE AND EFFECTIVENESS

PURPOSE

To share anonymized feedback from committee members about their experience serving on ENAAC/Saanich Advisory Committees and identify a range of options for improvement to facilitate discussion and feedback from the Committee.

BACKGROUND

Over the past 10 months, the Committee Chair has met with or solicited feedback from all members of ENAAC to identify opportunities to improve their experience, ENAAC's effectiveness, and the effectiveness of all Saanich Advisory Committees. This was undertaken to:

- Inform some recommendations to Council for improving the governance and administration of advisory committees (the first suite of recommendations was approved by Council in October, 2019 with more likely to follow in 2020), and
- Help the new Chair identify some procedural changes/new conventions that they could implement (within the constraints of existing policy) to improve the experience of serving on ENAAC and the Committee's effectiveness.

The Chair will ensure this feedback, the suggestions to address them, and other ideas proposed by the Committee at their November 20 meeting are shared with the incoming (2020) Chair of ENAAC as well as those members of Council who currently (or may in the future) serve as Committee Chairs.

DISCUSSION

The most common feedback received from committee members is outlined below, along with some suggestions from committee members and the Chair that may help address concerns raised.

- A. It is difficult for the committee to get into depth on topics due to ENAAC's broad mandate and the varied backgrounds of committee members

Suggestions:

- Include relevant background information or full reports in the agenda package circulated the week before meetings so presentations and discussion can be more advanced

- Ensure presentations are tailored to the committee's interests and level of knowledge on particular topics (e.g. may require improving staff familiarity with the composition of committees and their priorities)
- Shorten the length of presentations to the committee to allow for more discussion
- Consider the use of sub-committees or working groups for deeper dives into particular topics

B. Participation is not as meaningful as it could be; it's difficult to know the Committee is having a positive impact.

Suggestions:

- Ensure committee members have an opportunity to put items on the agenda
- Clarify procedures and avenues of influence/limitations for the Committee and individual committee members
- Improve reporting back to the committee on the status of issues that resulted in a lot of discussion or motions from the Committee (at meetings or in the interim by email)
- Enable committee members to have and use each other's contact information and to share information and resources in between meetings

Prepared by



Rebecca Mersereau

Saanich Councillor

**SELECTED CRD ACTIONS UNDER EACH UNIVERSITY OF VICTORIA
ENVIRONMENTAL LAW CENTRE RECOMMENDATION**

September 2019

1. Ensure the implementation and enforcement of the Capital Regional District (CRD) model storm sewer and watercourse protection bylaw across the entire capital region

Responsibility: CRD and Local Governments

- The CRD has modified and adopted its own Model Storm Sewer and Watercourse Protection Bylaw and created a Stormwater Source Control program on the Saanich Peninsula at the request of the municipalities (District of Central Saanich, District of North Saanich and Town of Sidney).
- The City of Victoria and Town of View Royal have modified and adopted the CRD Model Bylaw for their own use.
- Other municipalities manage stormwater through older bylaws and varying levels of regulation and enforcement. Saanich's stormwater bylaw is an older version of the CRD Model Bylaw (pre-2002).
- The UVic-ELC report summarized the CRD's 2017 Core Area stormwater report findings but did not include any information from our Saanich Peninsula, Southern Gulf Islands or District of Sooke stormwater monitoring efforts.

2. Update the CRD model storm sewer and watercourse protection bylaw to address currently exempted practices

Responsibility: CRD

- The CRD Model Storm Sewer and Watercourse Protection Bylaw and CRD Saanich Peninsula Stormwater Bylaw will be amended over time to incorporate new regulations to control practices with high potential to affect the environment (already identified for possible attention are recycling operations, construction activities and rooftop restaurant fan cleaning).
- Firefighting water and residential car washing have not been identified as high risk activities, as compared to business practices resulting in discharges to storm drains (such as engine/equipment washing, construction, outdoor storage and recycling). Local government fire departments may wish to update protocols for managing fire water in those situations where more critical emergency response priorities are under control. When needed, CRD staff provide environmental monitoring support during and after major fires. The CRD has messaging within its watershed protection initiatives about reducing environmental impact from residential car washing.
- Staff continually review data from the CRD's monitoring program and consider municipal input and reports from the public to assess where regulatory change is needed.
- The CRD uses education and promotes non-regulatory Best Management Practices to reduce types of contamination not addressed by the Model Bylaw.
- The CRD worked at the request of municipal staff to develop the Green Stormwater Infrastructure (GSI) Common Design Guidelines for the Capital Region to provide regionally appropriate design guidelines and considerations to build GSI facilities on public, private and institutional lands.

3. Implement rainwater utility charge; use to finance drainage system, updated infrastructure and a commission

Responsibility: Local Governments

- The City of Victoria is the only local government with a separate utility charge for stormwater. The stormwater utility is a transparent, fair and equitable way to fund the stormwater system, as the fee relates to the impact a property has on the system.
- This system allows City of Victoria to offer incentives to encourage and reward properties that manage rainwater more sustainably.

4. Fix and Upgrade Obsolete Stormwater Infrastructure

Responsibility: Municipalities and Electoral Areas

- Stormwater infrastructure is the responsibility of each local government. The CRD supports local government infrastructure works with monitoring, assessment, investigation and rating of contaminant sources to aid in locating failing and out-of-date infrastructure and illegal connections and discharge. See item 10.
- Municipalities use their own inspection data and maintenance schedule, in combination with CRD data, to prioritize, schedule and budget for infrastructure replacements.

5. Stress that the deposit of deleterious substances into waterways is a violation of the federal *fisheries act*

Responsibility: CRD and Local Governments (education) and Federal Government (enforcement)

- On behalf of the participating local governments, CRD educational initiatives stress stream and watershed protection from land-based activities and illegal discharge/dumping, as part of a non-regulatory source control strategy.
- The CRD gives out thousands of yellow fish key chains with the provincial spill reporting number and CRD Watershed Protection URL each year at all public outreach events. Residents are encouraged to report any spills to the appropriate authorities.
- Programs for kids such as Watershed Warden and interactive watershed model sessions emphasize concepts related to preventing contaminants from reaching streams.
- The CRD's Saanich Peninsula Stormwater Source Control Bylaw recognizes those streams and watercourses that are designated as part of the municipal drainage system and regulates direct stormwater discharges to them.
- Staff have developed campaigns, brochures and documents for homeowners to promote reduction of contaminants leaving their property through activities such as reducing stormwater flows, using green cleaning solutions, properly disposing of unwanted chemicals, vehicle maintenance to prevent leaks, using less pesticides and planting native species.

6. Create an overarching residential oil tank regulation

Responsibility: Local governments (education and management), Provincial Government (regulation)

- Residential oil tanks are currently regulated under the provincial BC Fire Code. Typically, fire departments track removal and/or replacement of tanks.
- The CRD's Climate Action Program and Regional Source Control Programs fund and coordinate "Oil to Heat Pump" rebate programs to promote the removal of residential oil tanks.
- The CRD developed the *Homeowner's Guide: Home Heating Oil Tanks* and has ongoing messaging regarding potential environmental damage from leaking oil tanks, the importance of routine checks of residential tanks for leaks, proactive replacement of old tanks and alternative energy options.
- The CRD hosted a Residential Oil Tank workshop with local governments, realty and insurance industry representatives and the Province. It was recognized that a Province-wide regulation would be beneficial to address the regulation of oil tanks, mandatory replacement intervals, "hidden" oil tanks and the issues around sale of property, and oil tank spills.

7. Create an integrated watershed management plan and CRD rainwater commission

Responsibility: CRD and local governments

- The CRD created an Integrated Watershed Management Program (IWMP) plan in 2010 and implemented it within Core Area services; several initiatives have been expanded to benefit the whole region.
- Local government staff were very involved in the development of the CRD's IWMP strategy through an inter-municipal working group. IWMP planning and deliverables are supported by the municipalities but the IWMP is a CRD work plan within the existing service delivery model rather than a regional plan.

8. Engage in educational initiatives

Responsibility: CRD and local governments

- This is one of the core functions of the CRD (outreach and communication) and is delivered on behalf of participating local governments to support their own environmental initiatives.
- The CRD works with local governments, First Nations, non-governmental organizations, community groups, area-specific initiatives and the public to deliver a wide range of educational programs related to watershed and environmental protection.
- The CRD website has an entire section dedicated to providing the community with information about watershed and environmental protection.
- The CRD leads or coordinates several key initiatives that raise awareness and create action for waterway and shoreline protection such as: Integrated Watershed Management, Green Shores, Harbours Program, Gorge Waterway Initiative, Esquimalt Lagoon Initiative, Bowker Creek Initiative and Elk/Beaver Lake Initiative.

- In 2013, the CRD received a \$75,000 RBC Blue Water grant. This was used over four years to enhance our watershed education and developed several important engagement tools such as: Watershed Warden Program for kids, watershed models, Common Design Guidelines for Green Infrastructure guidebook, Watershed Maps and Flow Diagrams. These tools are now embedded in our education and outreach activities.

9. Enforce existing bylaws and commit to enforcing new bylaws

Responsibility: CRD and local governments

- The CRD enforces a stormwater bylaw on the Saanich Peninsula and the other municipalities administer their own stormwater bylaws. See items 1 and 2.

10. Intensify monitoring

Responsibility: CRD

- CRD Environmental Protection has an extensive watershed, watercourse and shoreline monitoring program throughout the region (except Highlands, Juan de Fuca and Metchosin).
 - This program locates sources of stormwater contamination, evaluates and prioritizes discharges and reports those results to local governments for action.
 - The current level of monitoring is adequate and the CRD has sufficient resources for special sampling projects at the request of local government.
 - The program has increased monitoring on the Saanich Peninsula to support the new CRD Stormwater Source Control bylaw.
 - Staff are developing a watershed scoring system as a more holistic stormwater environmental rating than the current shoreline discharge rating system.
 - Enhancements to water quantity monitoring are planned for the CRD's network of hydrometric stations located in seven urban streams.
- The CRD also has extensive marine monitoring programs associated with the CRD's wastewater treatment plant outfalls located in Port Renfrew (1), Salt Spring Island (2), Pender Island (2), the Core Area (2) and the Saanich Peninsula (1).
 - This mandate also includes assessing shoreline impacts of wet weather wastewater overflows at various locations in the conveyance systems.
- The CRD is in frequent contact with local governments and continually assess and adjust sampling effort to where it is needed.

11. Amend subdivision bylaws to allow for no net increase in runoff after development

Responsibility: Local governments

- The CRD supports the municipalities as needed with our outreach and education programs for homeowners, including the Common Design Guidelines for Green Infrastructure guidebook as well as other supporting expertise and materials.

12. Impose and strategically waive or reduce development cost charges

Responsibility: Local governments