



AGENDA
RESILIENT SAANICH TECHNICAL COMMITTEE
Saanich Municipal Hall, Council Chambers
Tuesday, October 26, 2021, 6:30 p.m.

To listen to this meeting by telephone call **1-833-214-3122** and use code **512 035 454#** during the time noted above. NOTE: MS Teams callers are identified by their phone number which can be viewed on screen by all attendees of the meeting.

| | | | |
|-----|--|---------------------------------|---------|
| 1. | Call to Order | Chair T. Stevens | |
| 2. | Territorial Acknowledgement & Diversity, Equity and Inclusion Statement | Councillor R. Mersereau | |
| 3. | Approval of Agenda | Chair T. Stevens | 5 mins |
| 4. | Adoption of Minutes • September 16, 2021 | | 5 mins |
| 5. | Receipt of Correspondence | Chair T. Stevens | 5 mins |
| 6. | Update from the Council Liaison on Council's Discussion on the Terms of Reference Changes | Councillor Mersereau | 5 mins |
| 7. | Update from the Chair – Work Plan Update | Chair T. Stevens | 5 mins |
| 8. | Updates from Staff • Field Trips • Progress Report from Kim Walker • Group Cultural Safety Training • Progress on First Nations Involvement | E. Riccius A. Pollard | 40 mins |
| 9. | Marine Shoreline Inventory | A. Pollard | 15 mins |
| 10. | Milestone 2/3 – Contract Update | Councillor Mersereau/A. Pollard | 20 mins |
| 11. | Update from Mapping Working Group | B. Wilkes | 40 mins |
| 12. | Update from Biodiversity Working Group | T. Ennis | 10 mins |
| 13. | Adjournment | | |

** Next Meeting: November 23, 2021 at 6:30 p.m. **
 Please RVSP your attendance to lynn.merry@saanich.ca

MINUTES
RESILIENT SAANICH TECHNICAL COMMITTEE
Via MS Teams
Thursday, September 16, 2021

Present: Councillor Rebecca Mersereau (Council Liaison), Kevin Brown, Tim Ennis, Purnima Govindarajulu, Chris Lowe, Stewart Guy, Jeremy Gye, Tory Stevens (Chair), Brian Wilkes, Bev Windjack

Staff: Eva Riccius, Senior Manager, Parks; Thomas Munson, Senior Environmental Planner, Adriane Pollard, Manager of Environmental Services; and Lynn Merry, Senior Committee Clerk

1. **CALL TO ORDER**

The meeting was called to order at 6:31 p.m.

2. **TERRITORIAL ACKNOWLEDGEMENT & DIVERSITY, EQUITY AND INCLUSION STATEMENT**

Councillor Mersereau read the Territorial Acknowledgement and the Diversity, Equity and Inclusion Statement.

3. **APPROVAL OF AGENDA**

MOVED by Brian and Seconded by S. Guy: "That the Agenda for the September 16, 2021 Resilient Saanich Technical Committee be approved, as amended."

CARRIED

The agenda was amended to add "Updated Vision, Principles, Goals and Objectives.

Councillor Mersereau advised that she would provide an update to the committee on honorariums via email.

4. **ADOPTION OF MINUTES**

MOVED by J. Gye and Seconded by B. Windjack: "That the minutes of the August 17, 2021 Resilient Saanich Technical Committee be adopted, as amended."

CARRIED

*Note: Some of the items identified in the motion on page 4 in the minutes of August 17, 2021 have been renamed consistent with the Terms of Reference for the consultant.

5. **RECEIPT OF CORRESPONDENCE**

MOVED by B. Windjack and Seconded by K. Brown: “That the correspondence for the September 16, 2021 Resilient Saanich Technical Committee be received for information.”

CARRIED

6. **DISCUSSION OF GLOSSARY TERMS/DEFINITIONS**

Committee discussion ensued with the following comments:

- If appropriate, definitions that are already in use in Saanich and from other sources could be used.
- For restoration, staff use the definitions from the Society for Ecological Restoration; their definitions tend to be fairly all-encompassing yet definitive.
- Definitions from other pieces of legislation or professional bodies are also used.
- Staff will provide definitions and include the sources of each definitions; the committee will have the opportunity to review and provide feedback.

MOVED by B. Wilkes and Seconded by S. Guy: “That it be recommended that the Resilient Saanich Technical Committee request staff prepare definitions and receive the committee’s comments.”

CARRIED

7. **BIODIVERSITY BRIEF**

K. Brown presented the Biodiversity Brief and the committee made the following comments:

- Comments received from the committee have been incorporated into the Biodiversity Brief.
- It would be appropriate to have First Nations provide advice and historical context.
- It will be important to ensure the Brief is easily understood.

MOVED by B. Windjack and Seconded by C. Lowe: “That it be recommended that the Resilient Saanich Technical Committee request staff review the Biodiversity Brief with attention to where and how the information could most effectively be used and presented in addition to review of the technical information and to report back to the RSTC by the November 2021 meeting.”

CARRIED

8. **BIODIVERSITY WORKING GROUP REPORT**

T. Ennis provided an update on the Biodiversity Conservation Strategy Targets and the committee made the following comments:

- The Working Group has begun identifying conservation targets.
- Targets identified include Coastal Douglas fir forests, Coastal Sand Ecosystems, Garry oak ecosystems, wetlands, lakes and hydriparian systems, marine shorelines, and backyard biodiversity and urban green space.
- There are approximately 200 entities nested within the targets.
- A large piece of land could have multiple polygons on it.
- The State of Biodiversity Report will be an inventory of existing conditions and will be reflective of what is on the ground.

- The next steps would be to look at the key ecological attributes of the targets and the indicators that would be measured.
- The target list does not need to be attached to the Terms of Reference for the consultant although the consultant could be asked to provide input into the target list.
- There may be actions in the backyard diversity target that are directed towards land owners.
- Committee members are encouraged to provide feedback to the Working Group.

9. **MAPPING – STEWARDSHIP WORKING GROUP REPORT**

B. Wilkes provided an update on the Mapping-Stewardship Working Group and the committee made the following comments:

- The link between the two working groups is mapping areas where local stewardship is a priority, i.e. parks volunteers.
- More discussion is needed on stewardship.
- It may be appropriate to map ecosystem services and First Nations significant areas.
- The list of recommendations from the Working Group will be compiled and sent to the committee for consideration.

10. **DISCUSSION ON TERMS OF REFERENCE FOR MILESTONE 2 AND 3 CONSULTANTS**

The Manager of Environmental Services presented the Terms of Reference for the consultant for Milestones 2 and 3 and committee members made the following comments:

- The term “Secretariat” will be changed to “Project Coordinator”.
- The Project Coordinator would work 15 hours per week.
- It may not be necessary for the Project Coordinator to attend all meetings.
- The intent is that the Project Coordinator would support the RSTC Chair.
- The consultant should be made aware that meetings take place outside regular business hours.
- The Project Coordinator should have experience in doing research and facilitation and have experience with First Nations consultation or collaboration.
- The Project Coordinator should have access to the entire RSTC, not just the Chair.
- The consultant would be required to do site visits to familiarize themselves with the quality and types of landscaping in Saanich.
- The timeline for Milestone 3 is extremely tight.
- The consultant may have suggestions on how to move forward within timelines.
- Council would have to approve any changes to the timelines.

11. **UPDATED VISION, PRINCIPLES, GOALS AND OBJECTIVES**

- Kim Walker has been contracted to re-write the vision, principles, goals and objectives.
- A workshop has been proposed to take the work undertaken, feedback from the public and re-write the vision, principles, goals and objectives.
- A half day workshop will be scheduled on a Saturday in October or November.
- The committee is requested to provide feedback to Tory by Tuesday, September 21, 2021.

12. **ADJOURNMENT**

MOVED by J. Gye and Seconded by K. Brown: “That the meeting of the Resilient Saanich Technical Committee be adjourned.”

CARRIED

The meeting adjourned at 9:17 p.m.

NEXT MEETING

October 26, 2021 at 6:30 p.m. via Teams.

Tory Stevens, Chair

I hereby certify these Minutes are accurate.

Committee Secretary

Lynn Merry

From: Sylvia Samborski [REDACTED]
Sent: Wednesday, September 15, 2021 6:31 PM
To: Thomas Munson
Subject: (External Email) URGENT: Deer and Climate Change

This email sent from outside the District of Saanich. Use caution if message is unexpected or sender is not known to you.

Hi Thomas,

Saanich is experiencing the effects of an urgent local biodiversity issue: extreme deer feeding. At one Saanich illegal feedlot, a resident fed the deer 40 kilograms grains per day over two decades. The resulting population explosion has stripped our urban and rural forest understory, with devastating climate change effects. With continued feeding, the deer continue to breed exponentially. Please see attached graph and “cottonwoods” statement from Dr. Everett Peterson, Saanich Lead Steward, Goward Park. “There is no regeneration of any species of native trees or shrubs in Saanich without deer fencing” —David Polster.

Since wildlife control is a provincial mandate, it’s essential to have all levels of government working together on this issue: provincial, federal, CRD and municipal. MLA Murray Rankin is on board. Dr. Tara Martin (UBC/ Federal) will address Native Plant Study Group this fall by Zoom on this issue and explain how this problem is being resolved in the Gulf Islands.

You and all members of RSTC most welcome to attend Dr. Martin’s presentation, and visit Phyllis Park native plant deer exclosures as well.

How to proceed:

1. Post signage throughout southern Vancouver Island in all municipal and rural parks: “Please do not feed the deer,” briefly explaining consequences. Impose significant fines provincially and municipally.
2. Re-classify deer as dangerous animals for provincial wildlife management:
Since 190 people (average) are killed every year in North America in deer-related accidents and only one per year by all the “dangerous animals” (cougars, bears...) deer could be re-classified (as dangerous animals) and thus managed more effectively by the provincial wildlife branch.
3. Regulate the sale of livestock feed to certified farmers only. Significant fines are imposed in eastern states.
4. Indigenous hunters and others quietly cull deer in many communities, effectively managing populations that depend on predation for stability.

Please share this information with Resilient Saanich Technical Committee at your meeting.

Take care,
Sylvia

[REDACTED]

As most ecological consultants confirm, the solution is simple and straightforward.

Magnificent cottonwoods in preceding screen will some day topple from internal stem decay or from windstorms.

There will be no young cottonwoods to replace these giants as long as deer are preventing natural regrowth by new young cottonwood suckers.

The choices are between:

1. high density deer with no future cottonwoods.

versus

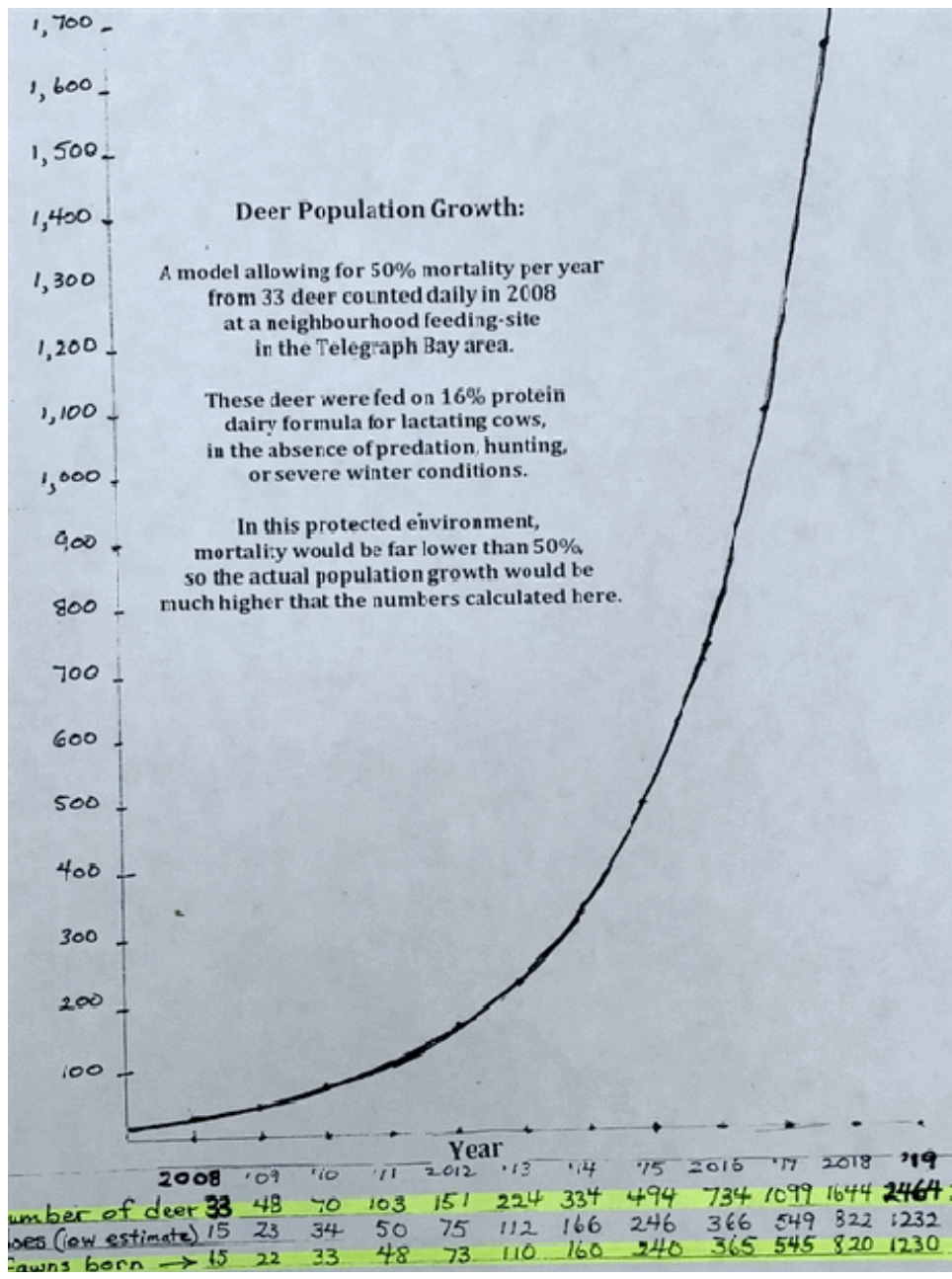
2. future cottonwoods and Columbian black-tailed deer in a balanced population density.

To date, residents of Greater Victoria and the Cadboro Bay area have allowed choice #1 to prevail.

Our preference is to achieve choice #2.

"Deer have become the principal architects of our forests."

Dr. Everett Peterson 25 Sept. 2018



RSTC – Milestone 2 tasks (from TOR)

- 1. Review and evaluate District of Saanich GIS environmental mapping layers and atlas – Mapping/ Stewardship Working Group**
2. State of Biodiversity Report – consultant (with head start from Biodiversity Working Group)
- 3. Review and evaluate existing stewardship program and recommend improvements - Mapping/ Stewardship Working Group**
4. Urban Forest Strategy – provide reviews at appropriate intervals
5. Draft Environmental Policy Framework outline – Kim Walker, consultant
6. Draft TOR for consultant team – staff with input from RSTC
7. Draft Milestone 3 workplan – if necessary

Milestone 3...

RSTC Environmental Policy Framework report – review of thematic areas

Memo

To: The Resilient Saanich Technical Committee
From: Adriane Pollard, Manager of Environmental Services
Date: October 5, 2021
Subject: Marine Inventory

The Mapping working group of the Resilient Saanich Technical Committee has noted that the current Saanich marine inventory is now twenty years old and should be updated. Saanich staff have been liaising with the Capital Regional District (CRD) on their project to produce a state-of-the-art marine inventory.

The CRD is currently completing the following:

- A high-resolution (4 cm) intertidal and backshore survey of physical and biological data at low tide with 50m on either side of the natural boundary, from Albert Head to Ogden Point Breakwater (includes the Gorge and Portage Inlet in Saanich);
- Photography (by boat) of the shoreline units;
- Verification audit of the classification of the data;
- First Nations engagement;
- Developing criteria and ecological ratings (including workshops); and
- An atlas-ready final product.

The draft minimum intertidal features to be mapped using orthophoto imagery for the CRD project are:

| Intertidal and Nearshore Subtidal Biological Features | Intertidal Physical Features | Backshore Features |
|---|--|--|
| Salt marsh | Bedrock | Deciduous and/or coniferous trees and shrubs |
| Intertidal turf algae (including rockweed, red and/or green algae) | Coarse sediments (boulders and/or cobbles and/or pebbles) | Grass |
| Visible subtidal turf algae (including green, red and/or brown algae) | Mixed fine (sand and/or mud) and coarse sediments (boulders, cobbles, pebbles) | Bare ground/parking lots/paths |
| Intertidal and shallow subtidal eelgrass | Fine sediments (sand and/or mud) | Rip rap |
| Bladed kelp | Rip rap | Buildings |
| Canopy kelp | Sea walls | |
| | Wharves and pilings | |

The backshore features may be able to have greater detail based on upcoming landcover classification inventory and mapping.

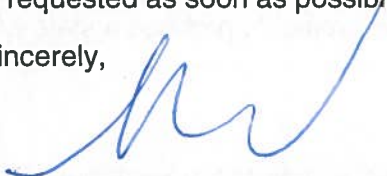
The cost incurred for this work equates to \$2,573 per kilometre of shoreline, including inlets and estuaries. Saanich has 26.5 km of shoreline not included in the CRD study (from Cordova Bay to Cadboro Bay), the estimated cost would be \$68,200. This approach for estimating the relative cost may not be accurate and should be considered a minimum.

To pay for this inventory, funds would be needed since this is not included in any current departmental budgets. Saanich will continue to work with the CRD, neighbouring municipalities, and possibly the Pacific Salmon Foundation and other non-governmental organizations to explore cost-sharing and funding opportunities.

First Nations and RSTC involvement would be appropriate when developing criteria and ratings.

Before requesting additional funds from Saanich Council, staff would like feedback from the RSTC and, if appropriate, a motion supporting this approach. Given the budget cycle, feedback is requested as soon as possible.

Sincerely,



Adriane Pollard, MCIP, R.P. Bio, MCESM
Manager of Environmental Services

AP/lb

Memo

To: Resilient Saanich Technical Committee
From: Adriane Pollard, Manager of Environmental Services
Date: October 18, 2021
Subject: Revision to the Resilient Saanich Milestone 2 & 3 Consultants Terms of Reference

At the August 17, 2021 RSTC meeting, the RSTC approved the Terms of Reference for the Milestone 2 & 3 Consultants. Further refinements were made at the September 16, 2021 meeting. The purpose of this memo is to notify the RSTC that further revisions are needed.

The District of Saanich is in the process of finalizing a Memorandum of Understanding (MOU) with the WSANEC Leadership Council (WLC). There is a great opportunity to have Resilient Saanich initiative become the first major collaboration with the WLC stemming from the MOU. The proposed changes to the Terms of Reference for the Milestone 2 & 3 Consultants are to:

- Edit the existing content about First Nation involvement to add clarity and emphasize its high priority;
- Add meetings with First Nations to explore their involvement;
- Add engagement specifically for First Nations during both Milestones;
- Include First Nations participation during site tours;
- Ensure First Nations collaboration is represented in the deliverables; and
- Ensure First Nation collaboration on the proposed conservation tools.

As a result, Council will consider changes to the RSTC Terms of Reference to extend the time line of the Milestone 2 and 3 work plans to ensure adequate time is available to the consultants to include enhanced First Nations collaboration. A memo from the RSTC Council Liaison and the proposed updated RSTC Terms of Reference can be viewed mid-week at <https://www.saanich.ca/EN/main/local-government/mayor-council/schedule-agendas-minutes.html>.

As a result of these additional tasks, the timeline to complete Milestone 3 is proposed to extend to March 2023. Should Council endorse the proposed timeline, the consultant TOR will be revised accordingly, as attached.

Attachment: Revised Terms of Reference for the Milestone 2 & 3 Consultants

Resilient Saanich

Milestones 2 & 3 Consultant Team

Terms of Reference

October 18, 2021

NOTE:

 = Minor edit to existing text

 = Major change or new text



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1. OVERVIEW

The District of Saanich has embarked on a process to create an environmental policy framework (“Resilient Saanich”).

Resilient Saanich will be comprised of three integrated areas: the Climate Plan (2020), a Biodiversity Conservation Strategy, and an enhanced stewardship program.

The Resilient Saanich project is divided into three Milestones, plus a completion phase (see Figure 1). Milestone One (“Initiate”) has been completed and a Progress Report was received by Council¹. As part of the report, Council endorsed new Terms of Reference created by, and for, the Resilient Saanich Technical Committee (RSTC) and increased the budget as requested.

Figure 1: Resilient Saanich Process



A consulting team is now required to fulfil specific actions from Milestones Two and Three with the support of the RSTC and District of Saanich staff. This Terms of Reference outlines the scope of work required from that consultant team.

2. BACKGROUND

Saanich currently has a variety of policies, programs, plans, and regulatory tools in place to protect and enhance the natural environment. While the Official Community Plan provides general policy direction, an over-arching environmental policy framework would address the gaps and inconsistencies. Meanwhile, new plans are underway such as Local Area Plans and the updated Climate Plan: 100% Renewable & Resilient Saanich, without the benefit of such a framework.

On November 6, 2017, Council made the following motion:

“That Council direct staff to bring Council a report as soon as possible on the potential of developing a Saanich program which includes the topics of Climate Adaptation, a Biodiversity Conservation

¹ The report, minutes, and video may be viewed on the Saanich website via Saanich.ca/biodiversity.

Strategy, and Stewardship Program to serve as a policy framework for other Saanich environmental policies and programs, and a new Environmental Development Permit Area be considered part of this program; and that the Diamond Head report recommendations be considered a component of this report.”

This motion was made in anticipation of the rescindment of the Environmental Development Permit Area which occurred on April 23, 2018. The Resilient Saanich project will deliver on the Council motion.

3. RESILIENT SAANICH PROCESS

The Resilient Saanich process (see Figure 1) is described in the RSTC Terms of Reference which includes a detailed work plan outlining the specific actions for each project milestone. There are several groups involved in delivering the Resilient Saanich project and their roles and responsibilities are also outlined within the RSTC Terms of Reference and summarised in Section 9 of this document. Background information related to the RSTC and associated working groups is provided below.

3.1 Resilient Saanich Technical Committee (RSTC)

The Resilient Saanich Technical Committee (RSTC) consists of specialists chosen by Council to lead the development of the Environmental Policy Framework. The RSTC provides independent analysis, recommendations and other input as might be helpful to Council, staff and consultants to shape and inform the development of the Environmental Policy Framework.

The RSTC is considered a Technical Committee because it does not routinely report directly to Council. It deals with specific technical matters, includes a Council member as a liaison and has support from Legislative Services staff in terms of meeting coordination, agendas and minutes. Staff are responsible for preparing reports to Council regarding RSTC progress and outcomes, although draft reports are reviewed by the RSTC. Once the Environmental Policy Framework and its three pillars (Climate Plan, Biodiversity Conservation Strategy and Enhanced Stewardship Program) are adopted by Council, the RSTC will be disbanded.

The role of the RSTC Chair is to facilitate the meetings of the RSTC in a professional, unbiased, and orderly manner. The chair is the guardian of the process, ensuring a fair and consistent committee without unwarranted outside interference. The Chair will sign the adopted minutes. The Chair will circulate the notes from biweekly meetings between the chair and staff to the RSTC. The Chair will circulate a “to do” list after each meeting.

3.2 Working Groups

The RSTC has informal working groups to advance work on selected issues. These will mostly consist of committee members but volunteer experts from the community may be consulted where working groups see the benefit. The Working Groups report to the RSTC and provide guidance on topics such as stewardship, mapping, and biodiversity. The Working Groups are not decision-making bodies but may bring motions to the RSTC. The topic areas change over time depending on the needs of the RSTC. Interaction with the working groups by the consulting team is described under the Project Coordinator.

4. RESILIENT SAANICH VISION, PRINCIPLES, GOALS, AND OBJECTIVES

The RSTC proposed a draft vision, principles, goals, and objectives for Resilient Saanich. Staff undertook a public process to gain feedback on the draft. The RSTC draft vision, principles, goals, and objectives and the results of the public engagement were received by Council as part of the Progress Report (see Saanich.ca/biodiversity). Note that the RSTC also developed a concept of thematic plans that was not included in the public engagement process.

To finalize the vision, principles, goals, and objectives, Council has approved a budget to:

- Clarify terminology;
- Flesh out the goals and objectives to be “SMART” (Specific, Measureable, Achievable, Relevant, and Time-Bound);
- Retain representation from the District of Saanich’s First Nation’s government partner(s) to collaborate on the draft;
- Conduct a workshop with the RSTC (and First Nations representative(s) if possible); and
- Take the results of the engagement process and return with a revised draft of the vision, principles, goals and objectives for the consideration of the RSTC.

A consultant has been hired to deliver on the above separate to the scope of works outlined within this Terms of Reference. The above work has commenced and is due to be completed by January 7, 2022. Once finalized, the Resilient Saanich vision, principles, goals, and objectives will inform Milestones Two and Three, as well as the completion phase.

5. PURPOSE OF CONTRACT

The purpose of the contract is to provide the following services and deliverables:

1. A Project Coordinator function for the RSTC;
2. A State of Biodiversity report;
3. A Biodiversity Conservation Strategy; and
4. Public engagement opportunities related to #2 and # 3 above.

Combining these services and deliverables is expected to expedite the work of the RSTC and provide a coherent approach to completing actions.

6. KEY DOCUMENTS

The successful consulting team should become familiar with the following key documents, to be provided by staff, as a minimum:

- Official Community Plan;
- Minutes of the RSTC meetings;
- Resilient Saanich webpages (saanich.ca/biodiversity);
- Documents by the Biodiversity Working Group (appended);
- Milestone One Progress Report which includes:
 - Appendix A: Details of Progress on Action Items
 - Appendix B: Correspondence by the RSTC
 - Appendix C: Resilient Saanich: Milestone One/Action 7 - Public Engagement Report
 - Appendix D: Terms of Reference proposed by the Resilient Saanich Technical Committee

- Appendix E: Existing Terms of Reference (no longer relevant)
- The ``Diamond Head Report``;
- Saanich Climate Plan: 100% Renewable & Resilient Saanich;
- 2017 CRD Climate Projections and Flood Inundation Mapping;
- First Nations input to the Cordova Bay Local Area Plan;
- Memorandum of Understanding between the W̱SÁNEĆ Leadership Council and the District of Saanich;
- Invasive Species Management Strategy;
- Urban Forest Strategy;
- Public Engagement Policy; and
- Respectful Workplace Policy.

The consulting team may access the majority of Saanich’s published environmental mapping using SaanichMap. Note that there are some layers that are unpublished. The consulting team will be supplied with GIS datasets upon request and signing of a data-sharing agreement. Note that many general datasets are available by accessing Saanich’s data catalogue.

The consulting team will have access to documents currently in progress by the Engineering department related to Integrated Stormwater Management Planning (ISMP) for information and to ensure that work is consistent and not a duplication of effort by others. At this time, this includes an Integrated Stormwater Management Development Strategy, Drainage Asset Management Overview, Drainage Asset Management (Preliminary Asset Replacement Forecast), ISMP Pre-Work Initiate: Environmental Monitoring Framework, Stormwater Flow Monitoring Program.

7. SCOPE OF WORK

The consultant team will work with the RSTC to deliver action items 12, 15, 21, 23, and 24 from the RSTC Terms of Reference. These items are further detailed in the following sections.

7.1 Project Coordinator

The role of the Project Coordinator is described in the ‘Roles & Responsibilities’, ‘Work Plan’ and ‘Budget and Timing’ sections of the RSTC Terms of Reference (page 5, 11-14 and 16). This is a new role for the project. The role is key as it will be the central point of communication between the RSTC Chair, staff and the consulting team. The Chair of the RSTC will be the point of contact for the Project Coordinator.

The Project Coordinator will:

- Provide project coordination for Milestones 2 and 3;
- Attend every 3-hour RSTC meeting (1 to 2 per month for the duration of the project until March 2023);
- Attend 1-hour Working Group meetings (up to 2 meetings per month for the duration of the project until March 2023);
- Attend every 1-hour bi-weekly RSTC Chair/Council Liaison/staff Work Planning Meetings for the duration of the project (March 2023);
- Ensure a culturally safe environment to foster and support First Nation collaboration;
- Provide support for the RSTC Chair and liaise with Working Group Chairs;

- Advance committee work between meetings by preparing background materials, limited literature searches, and briefing notes;
- Proactively provide guidance and assist the RSTC to achieve action items and finalize decisions;
- Ensure continuity of the process;
- Improve the efficiency of recording and communication between all parties including staff;
- Improve coordination between RSTC working groups, and between the RSTC and staff;
- Provide a draft report including recommendations for refinement of mapping elements and methodology based on RSTC input, plus one revision to address staff and RSTC feedback;
- Support the RSTC in the development of a draft report on the proposed contents of the Environmental Policy Framework including gaps in thematic areas management tools (bylaws, policies, etc.), plus one revision to address RSTC feedback; and
- Act as the central person for receiving and addressing written external correspondence regarding the process to deliver items 12, 15, 21, 23, and 24 of the RSTC Terms of Reference;

It is anticipated that the role will require an average of 15 hours per week.

The Project Coordinator will have experience with:

- Technical writing;
- Research;
- Facilitation;
- Dialogue and collaboration with Indigenous peoples;
- Coordinating multi party discussions with potential conflicting points of view;
- Good listening, note-taking and minute writing skills;
- Environmental policy development;
- Saanich, the local natural environment; and
- Working in a government structure, preferably local government (committee, staff, consultants, council)

7.2 State of Biodiversity Report

It is anticipated that the State of Biodiversity Report will form the basis for the subsequent Biodiversity Conservation Strategy. The RSTC and staff will support the consultant in undertaking this work.

The consulting team will:

- Meet with the RSTC, First Nations, and liaise with the Project Coordinator regularly;
- Meet with First Nations representative(s) to explore their involvement with the State of Biodiversity Report and Biodiversity Conservation Strategy;
- Participate in up to 2, half-day group (RSTC) site visits/tours with the RSTC and First Nations representative(s) to become familiar with the quality and types of landscapes in Saanich;
- Provide a culturally safe environment that invites Indigenous people and First Nations representation to the process;
- Coordinate and facilitate a maximum of three, half-day expert virtual workshops, including First Nations representative(s), to support this process;
- Follow the Conservation Standards (formerly Open Standards for the Practice of Conservation) methodology published and maintained by the Conservation Measures Partnership;

- Develop Targets, Key Ecological Attributes, and Indicators using work initiated by the RSTC Biodiversity Working Group (this will be provided as part of the RFP package) and First Nations collaboration;
- Include the identification of conservation targets and the subsequent development of Key Ecological Attributes and Indicators for each target;
- Include a comparison between the current status of Indicators against the Desired Future Condition of the indicators as the backbone of the Report;
- Access, consider and use the best publicly available conservation data in developing the Report (e.g., Terrestrial Ecosystem Mapping, Sensitive Ecosystem Inventory data, BC Conservation Data Centre data etc.). The consultant team will not be required to collect any field-based data for the State of Biodiversity report but may wish to do site visits. Saanich staff may provide additional data. However, should important knowledge gaps be encountered, the consultant will collate a list of these and provide the list to staff for consideration (note that the RSTC will consider when/how/if to address these gaps and provide recommendations as needed);
- Provide a draft State of Biodiversity report to the RSTC Chair;
- Consider written feedback on the draft report from the RSTC, First Nations, the public, and staff;
- Produce a final public report which will be easy to interpret and is graphically informative;
- Potentially make one public presentation; and
- Make a presentation to Council on the findings.

The consulting team will have experience with/knowledge of:

- Providing a culturally safe environment that invites Indigenous people and First Nations representation to the process,
- The species and ecosystems of Saanich;
- Using the Conservation Standards (CMP methodologies), NatureServe methodologies for ranking Element Occurrences, and other internationally recognized standards associated with the conservation of biodiversity;
- Terrestrial, aquatic, and near-shore marine conservation planning;
- GIS;
- Workshop facilitation;
- Presenting in public;
- Graphic design; and
- Communications.

7.3 Biodiversity Conservation Strategy

Development of the Biodiversity Conservation Strategy occurs in Milestone Three. As part of Milestone Three, membership of the RSTC may alter and expand to include community stewards, stewardship consultants, and environmental educators.

The consulting team will:

- Develop a Biodiversity Conservation Strategy for Saanich;
- Meet with the RSTC, First Nations, and liaise with the Project Coordinator regularly;
- Follow the Conservation Standards (formerly Open Standards for the Practice of Conservation) methodology published and maintained by the Conservation Measures Partnership (as developed in the State of Biodiversity Report);
- Use Miradi software and GIS to complete the written report as well as a completed Miradi project;

- Identify Threats to the Targets which were previously identified in the State of Biodiversity Report. Direct threats will be considered in terms of Scope, Severity and Irreversibility. Sources of Stress linked to the Direct Threats will also be identified and considered;
- Include a Situation Analysis model and develop opportunities and conservation actions required to address the Threats to the Targets and achieve Desired Future Conditions as determined in the Report. The opportunities and actions identified in the Strategy will include appropriate tools available to local governments including regulatory tools, and natural asset management, and will also consider an Enhanced Stewardship Program for Saanich;
- Coordinate and facilitate a maximum of three expert workshops, supported by members of the RSTC including its working groups, in developing Threats, Sources of Stress, Opportunities and Actions;
- Refine and apply the evaluation matrix to the proposed conservation tools as proposed by the RSTC and as a result of First Nations collaboration;
- Present the draft Strategy to the RSTC and First Nations representatives for consideration. The RSTC and First Nations may provide comments and suggest edits;
- Provide a range of public engagement opportunities to a broad range of stakeholders using a variety of public engagement tools;
- Conduct 3 to 5 public open houses (alternative public engagement processes will be considered by Saanich) and a statistically viable survey focused on the appropriate conservation tools included an enhanced stewardship program. Post the revised draft; and
- Consider feedback and develop the final draft strategy.

The consulting team will have experience with/knowledge as described for the State of Biodiversity Report.

7.4 Public and Stakeholder Engagement

Saanich uses the International Association of Public Participation (IAP2) spectrum of public participation Table 1 identifies examples of the level of public engagement that is proposed during Milestones Two and Three.

Table 1: Proposed Engagement Activities - IAP2 Spectrum of Public Participation

| | INFORM | CONSULT | INVOLVE | COLLABORATE |
|----------------------------------|--|---|---|--|
| Public Participation Goal | To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities, and/or solutions | To obtain public feedback on analysis, alternatives, and/or decision | To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered | To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution |
| Anticipated Techniques | Saanich website and social media Advertising e-Bulletins | Open Houses Primary research including interviews and community survey | Workshops Stakeholder meetings Focus Groups | First Nations dialogues. Capital Regional District discussions. |

A series of open houses, workshops, focus groups and stakeholder meetings will be required to fully explore draft deliverables with members of the public and key stakeholders as described in the RSTC Terms of Reference. The consulting team will be responsible for the content and facilitation of the public engagement. Staff will assist with booking venues, advertising, and providing refreshments. Staff can be available to attend the events as subject-matter experts and/or administrative support.

Staff and the RSTC are working towards First Nation collaboration on this project. The consultant will work with First Nations as part of the process to complete the State of Biodiversity report and Biodiversity Conservation Strategy.

Meaningful public engagement is critical to the success of this initiative. Conserving biodiversity will require cooperation and teamwork of all parties in Saanich. A transparent process and open dialogue will assist in comprehension, appreciation, and implementation of the strategy. Technical expertise, while needed for this project, needs to be weighed with community values.

7.5 Out of Scope

The following items will be provided by staff:

- RSTC (excluding working group meetings) meeting room/MS Teams booking, agendas, and minutes;
- Booking and paying for workshop venues and refreshments;
- Booking and paying for Open House venues, advertising, and refreshments;
- Arranging advertising of public engagement opportunities based on content supplied by consultant;
- Staff actions items as per the RSTC Terms of Reference; and
- Progress reports to Council.

8. ROLES, RESPONSIBILITIES, AND COMMUNICATIONS

Completion of the deliverables will require coordination and understanding of the various roles and responsibilities of key groups involved in delivering Resilient Saanich. Table 2 outlines these roles and responsibilities according to the RSTC Terms of Reference.

Table 2: Roles and Responsibilities

| Group | Role | Responsibilities |
|---|--|--|
| Project Coordinator (part of Consultant Team) | <ul style="list-style-type: none"> • Project Coordination • Assist the RSTC • Act as central point of communications (internal, general public) • Reports to RSTC Chair | <ul style="list-style-type: none"> • Deliverables and scope of work as described |
| Consultant Team (remainder) | <ul style="list-style-type: none"> • Subject-matter experts • Coordinate with the Project Coordinator | <ul style="list-style-type: none"> • Deliverables and scope of work as described • Accountable to staff for budget • Accountable to RSTC Chair for deliverables |
| RSTC | <ul style="list-style-type: none"> • Subject-matter experts • Leaders • Arrange working group meetings | <ul style="list-style-type: none"> • As per the RSTC Terms of Reference |
| RSTC Chair | <ul style="list-style-type: none"> • Leadership of RSTC • Ensures decision-making in a timely matter to support consultant deliverables • Arranges additional meetings if required • Key contact for consultants | <ul style="list-style-type: none"> • As per the RSTC Terms of Reference |
| Council Liaison | <ul style="list-style-type: none"> • Communications with Council • Advisor to RSTC • Media contact | <ul style="list-style-type: none"> • As per the RSTC Terms of Reference |
| Committee Clerk | <ul style="list-style-type: none"> • Agenda and minutes of main RSTC meetings | <ul style="list-style-type: none"> • Compiles agendas and minutes of RSTC meetings and distributes meeting materials |
| Staff Liaison & Environmental Services | <ul style="list-style-type: none"> • Keep interdepartmental staff up-to-date • Support the RSTC where appropriate | <ul style="list-style-type: none"> • Attend meetings (except working group meetings) • Arrange bi-weekly workplan meetings • Book and pay for workshop and Open House venues and refreshments • Advertising for engagement opportunities |

| | | |
|------------------------------------|--|--|
| | | <ul style="list-style-type: none"> • Monitor consultant contract deliverables and pay invoices • Prepare and present progress reports to Council |
| Staff Departmental Representatives | <ul style="list-style-type: none"> • Subject-matter experts • Support workshop and engagement organization | <ul style="list-style-type: none"> • Advice upon request • Attend meetings upon request |

9. BUDGET

The RSTC Terms of Reference outlines the following budget available to the consulting team:

| | |
|-------------------------------------|------------------|
| Project Coordinator | \$60,000 |
| State of Biodiversity Study | \$60,000 |
| Public State of Biodiversity Report | \$15,000 |
| Public Survey | \$25,000 |
| Biodiversity Conservation Strategy | \$100,000 |
| TOTAL | \$260,000 |

These amounts are provided for information to the Consulting Team. The Consulting Team may propose to allocate the amounts differently in their proposal.

10. DELIVERABLES AND TIMELINE

The project is expected to be completed by the end of March 2023. The Consulting Team is expected to keep staff and the Chair apprised of timelines and milestones throughout the project.

All documents submitted will be digital plus five unbound copies.

| Milestone | Deliverable | Completion Target Date |
|-----------|---|--|
| 2 & 3 | Project Coordinator function. | On-going until March 2023. |
| 2 | Up to 2 meetings with First Nation representatives to explore their involvement with the State of Biodiversity Report and Biodiversity Conservation Strategy. | Meetings to be arranged by the Project Coordinator at appropriate times between the contract start and February 2022. Staff would be available to assist and attend. |
| 2 | Up to 3 meetings with the RSTC to discuss the State of Biodiversity Report including feedback on the draft. | Dates to be arranged by the committee secretary at appropriate times between the contract start and June 2022. |
| | Up to 3 engagements with First Nations to discuss the State of Biodiversity Report, including feedback on the draft. | Sessions to be arranged by the Project Coordinator at appropriate times between the February and June 2022. |
| 2 | Up to 3 workshops with experts to help identify targets, indicators, threats. | March 31, 2022. |
| 2 | Site tours with the RSTC and First Nations representatives. | April 15, 2022 |

| | | |
|---|---|--|
| 2 | Draft State of Biodiversity report utilizing the Conservation Standards Protocol and First Nations collaboration. | May 1, 2022. |
| 2 | Final draft State of Biodiversity report, based on feedback, including graphics and interpretation. | June 1, 2022. |
| 2 | Presentation to Council of final draft State of Biodiversity report. | To be scheduled by staff by end of June 2022 as per Council direction. |
| 3 | Up to 3 meetings with the RSTC to discuss the Biodiversity Conservation Strategy, including feedback on the draft. | Dates to be arranged by the committee secretary at appropriate times between June 2022 and March 2023. |
| 3 | Up to 3 engagements with First Nations to discuss the Biodiversity Conservation Strategy, including feedback on the draft. | Dates to be arranged by the Project Coordinator at appropriate times between June 2022 and March 2023. |
| 3 | Stakeholder Consultation and First Nations collaboration on appropriate tools for conservation: up to 3 expert workshops and/or focus groups. | July 30, 2022. |
| 3 | Public, statistically viable survey and results. | September 31, 2022. |
| 3 | Draft Biodiversity Conservation Strategy for review and comment. | October 31, 2022. |
| 3 | Public consultation. | January 15, 2023. |
| 3 | Final Draft Biodiversity Conservation Strategy based on feedback. | February 15, 2023. |
| 3 | Presentation to Council of final draft Biodiversity Conservation Strategy. | To be scheduled by staff in March 2023 |

Appendix A: Documents from the Biodiversity Working Group of the RSTC

- Cross walk to Work Plan: The state of biodiversity (and conservation) report is a Milestone 2 deliverable (Dec 2021). This is to support the Biodiversity Conservation Strategy which is Milestone 3 deliverable (June 2022)
- The Biodiversity working group developed a "foundational document" that laid out the various components that would be in a "State of biodiversity and conservation in Saanich" report.
- The table below is guidance document on how to gather the required information that would feed into this report, some of which would need the help of a consultant. Hence guidance to RFP
- We would suggest that the same consultant that collects these data is also hired to draft the actual "State of biodiversity and conservation in Saanich" report.
- Current timelines in work plan: Draft "State of biodiversity and conservation in Saanich" October 2021 and final by Dec 2021. Ambitious schedules especially if we want to involve the public in the consultation.

| # | Major sub-heading | Why do we need this information | Components under each | Format of product | Completed by contractor | Completed by Staff | Desk/Field work | Notes and reference to methods | PG notes |
|---|---|---|--|-------------------|-------------------------|--------------------|-----------------|---|----------|
| I | Prioritization of Species and Ecosystems (terrestrial, aquatic, marine) | To figure out which species and ecosystems to focus on. | Distribution and status of species and ecosystems at risk in Saanich | Table | ? | Yes | Desk | Information available on BC Species and Ecosystems Explorer. This table is supported by the maps below | |
| | | | List of species and ecosystems where Saanich might have a higher global/provincial responsibility for conservation | Table | Yes | | Desk | Use method described in Bunnell et al. Applying the Concept of Stewardship Responsibility in British Columbia | |
| | | | Regionally/culturally important species/species groups for conservation | Table and text | Yes | Yes | Desk | Expert opinion (consultant) and First Nations consultation (staff) | |

| | | | | | | | | | |
|----|---|--|--|---------------------------|-----|-------------|------|---|---|
| II | Condition/ risk/ conservation potential of areas of current or future biodiversity conservation interest | To figure out which areas to focus on. | Mapping of 4 tiers: hubs, corridors, stepping stones and matrix | Table, text and map | Yes | Sup port | Desk | See Four Tiers document from Tory but we still need to make a tentative list of criteria for defining hubs, corridors and stepping stones. Using agreed upon methods (yet to be completed) the contractor works with staff to complete this mapping. Recommend a draft is published with the "state of" document for public consultation and finalized in "Biodiversity Strategy" document | To address Brian's point about focusing on parks and protected areas - I feel we should start with a full list of hubs, corridors and stepping-stones - naturally the focus will shift to parks and protected areas in the implementation stage. |
| | | | Irreplaceable or rare or unique habitats/ habitat features | Table, text and map | Yes | Sup port | Desk | Table supported by map | |

| | | | | | | | | | |
|--|--|---|---|--|-----|---------|-------------------------|---|---|
| | | To provide a baseline against which to measure improvements as the Biodiversity Strategy is implemented | Ecosystem condition assessment of hubs, corridors and stepping-stones | Table and text | Yes | Support | Desk/limited field work | Use Provincial RISC standard for mapping Ecosystems at Risk in B.C. (Pages 41 onwards). "Element Occurrences are ranked based on three factors: size, condition, and landscape context (see Table 14 below). Each of the three factors are rated in a four class ranking system and these classes are assigned a numerical value which allows for calculation of overall viability ranks as well as facilitating thematic mapping for conservation priorities". In this case, instead of "Element occurrence" we use hubs, corridors and stepping stones. | What do you think of asking the contractor to add two metrics to this assessment: Risk of loss and potential for rehabilitation/secure ment (the later metric can be used for defining the hubs but could also be moved here) |
| | | To assess progress that has been made since 1972 on the greenbelt strategy | Retrospective assessment of the 1972 Greenbelt proposal for Saanich | Report (with tables and maps as appropriate) | Yes | Support | Desk | This can be in the "State of biodiversity and conservation" report as a retrospective assessment. The full report can be an appendix but referred to in the preamble and introduction. | |
| | | Important habitats but often overlooked in strategies | Foreshore and marine | ? | ? | ? | | The above methods focus primarily on the terrestrial ecosystems. Need to figure out | |

| | | | | | | | | | |
|-----|--------------------------------|--|--|----------------|-----|---------|------|---|---|
| | | | | | | | | methods for foreshore and marine | |
| | | | Abiotic factors - soil, air quality, light and sound pollution | ? | ? | ? | | Do we need a separate assessment of this or can it be captured in any of the other efforts. Kevin to provide guidance if this should be a standalone assessment. For example, the condition assessment above does look at soil disturbance - is that sufficient? The threat assessment below looks at sound and light pollution - is that sufficient? | |
| III | Biodiversity threat assessment | To figure out which threats to focus on - this might differ depending on hub, corridor, stepping stone or matrix | IUCN standardized methodology to assess threats to hubs, corridors and stepping stones | Table and text | Yes | Support | Desk | Need support from experts. Can be done as a group exercise, public consultation. A Standard Lexicon for Biodiversity Conservation: Unified Classifications of Threats and Actions https://conbio.onlinelibrary.wiley.com/doi/pdf/10.1111/j.1523-1739.2008.00937.x | I think it would be fruitful to do this exercise for hubs, corridors and stepping stone as the elements being assessed. This will give us a quasi-quantitative assessment of the major threats and make it transparent how we reached the conclusions. Some threats such as "urban development" are pretty obvious but I doubt it is the highest threat to Hubs - because I |

| | | | | | | | | | |
|----|---|---|---|-------|----|-----|------|---|--|
| | | | | | | | | | suspect hubs will be mainly protected areas, and invasive species may be the greatest threat to hubs, but urban development might be the highest threat to corridors. |
| IV | Stewardship and volunteer contribution to biodiversity conservation | To figure out what is being done, what needs improvement and what the gaps are | List of stewardship initiatives coordinated by Saanich | Table | No | Yes | Desk | Completed by Staff? | I missed the stewardship presentation. I have not gone back to look at the recording |
| | | Maybe this is not needed because we don't have control over these investments | List and investment in stewardship initiatives in Saanich coordinated by other levels of government | Table | No | Yes | Desk | Completed by Staff? | |
| | | This list might help identify future partners and collaborators | List of non-government stewardship initiatives | Table | No | Yes | Desk | Completed by Staff? | |
| V | Financial investment in biodiversity conservation by Saanich in the past 10 years | To figure out how much money is being spent currently on biodiversity conservation. The assumption is | Line items/ estimate in the Saanich budget that directly contribute to biodiversity conservation | Table | No | Yes | Desk | Do we have to have approval from Council to obtain these figures? | Also, I think we can say for certain that we are going to need further financial investment if the biodiversity strategy is going to be implemented. Otherwise, no point |

| | | | | | | | | | |
|----|--|--|--|--------------------------|----|-----|--------|---|--|
| | | that the implementation of a biodiversity strategy will need further investment | | | | | | | writing the strategy. Given this, how can we start the process of a local conservation fund based on Bryn White's great presentation |
| | | | Number of staff hours directly dedicated to biodiversity conservation and monitoring | Table | No | Yes | Desk | | |
| VI | An assessment of knowledge and engagement in biodiversity conservation by the residents of Saanich | Need a baseline to assess improvement in the metrics as the biodiversity strategy is implemented | Knowledge of biodiversity, programs, incentives, laws? | Summary stats and report | ? | Yes | Online | Do we need motion or council permission to permit staff to conduct this? Done by external consultant? | |
| | | | Public education | Summary stats and report | ? | Yes | Online | | |
| | | | Volunteering | Summary stats and report | ? | Yes | Online | | |

COMPONENTS OF A FOUNDATIONAL DOCUMENT TO DEVELOP A BIODIVERSITY STRATEGY FOR RESILIENT SAANICH MAY ALSO BE CALLED “STATE OF BIODIVERSITY IN SAANICH” REPORT

Introduction

In reviewing biodiversity² strategies of other regions, we (the biodiversity strategy working group) found that most of them were built on assessments of the current condition of biodiversity; the recent history of conservation actions; and investments in conservation. As far as we know such a document (e.g., “State of biodiversity conservation in Saanich”) does not exist for Saanich. Such a foundational document of the state of biodiversity and conservation investment in Saanich is essential to developing an effective biodiversity strategy. It will enable us to: 1) set quantitative goals; and 2) measure progress towards achieving those goals. Based on this, we suggest a two-step process for the development of the biodiversity strategy

Step 1: Creating a foundational document with the components for baseline assessment as proposed below in draft form (open to discussion, additions and deletions). This document will describe what we have, where it is, how much there is, what condition it is in, and what the risks are to it. We would need an external contractor to compile and collate this information, but staff resources will also be needed. An initial meeting with staff will determine how much of this information already exists, what needs to be updated, how much staff can fill in the gaps and what needs to be handed to a consultant. We recommend that this effort start immediately to meet the timelines for the development of the biodiversity strategy described in Step 2.

Step 2: The development of the biodiversity strategy. The work on this strategy can be ongoing during the completion of Step 1. For example, we have started work on the outline and table of contents for this biodiversity strategy. However, the setting of quantitative metrics in the goals and objectives, and the setting of priorities for action in the biodiversity strategy will need to wait until Step 1 is completed.

Components of the foundational document

The foundational document should provide a current assessment of the following components. These are not in order of importance.

- I. Species and Ecosystems (terrestrial, aquatic, marine)
 - 1) Distribution and status of species and ecosystems at risk (provincially red/blue listed and federally SARA listed) in Saanich.
 - 2) List of species and ecosystems where Saanich might have a higher global/provincial responsibility for conservation E.g., Vancouver Island Beggarticks, Garry Oak meadows. (Use the table in Bunnell et al. *Applying the Concept of Stewardship Responsibility in British Columbia* found online at biodiversitybc.org. This will be adequate for the Foundation Report. When writing the strategy, note the cautions in this document.)
 - 3) Ecologically/culturally important species/species groups for conservation in the region, e.g., salmon runs, large Garry Oak and arbutus trees, birds, butterflies
 - 4) Irreplaceable or rare habitats/habitat features e.g., caves, rock formations, springs
- II. Spatial analysis of areas of current or future biodiversity conservation interest (at the municipal scale, mapping at 1:20,000 or less is appropriate. This includes most TEM mapping for ecological communities)
 - 1) Spatial analysis of current extent of biodiversity conservation areas (all levels of parks). A simple map of these areas may also be combined with component III. 1 below to provide condition and metadata associated with these areas.

² Biodiversity is defined broadly as the variability of life on earth and the ecological processes that support it. For fuller discussion, see [Surrey Biodiversity Conservation Strategy Report](#) and other similar reports.

- 2) The protected areas map can also be juxtaposed with other public lands which might serve a secondary function of biodiversity conservation such as agricultural land, urban forests, burial parks, school grounds, sports fields, roadside verges. This spatial assessment is necessary for the design of the hub-corridor aspect of the biodiversity strategy.
- 3) Retrospective assessment of the 1972 Greenbelt proposal for Saanich – how much of this vision has been realized, is it still relevant and can it feed into a hub-corridor design
- 4) List and map of known priority conservation areas and valuable ecosystem fragments e.g., unmapped grove of trembling aspen north of Roy Rd near the Colquitz River. We will need to provide guidance to contractor on what metrics would make an area “valuable” e.g., connectivity, irreparability, high species diversity etc.)

III. Evaluation of ecosystem health and functional condition (this might be very expensive to do and so we might need to settle for a quick qualitative metric for baseline (good, moderate, poor) and then improve this assessment with monitoring during the biodiversity implementation stage)

- 1) Assessment of ecological condition of parks and protected areas (need to further refine what “assessment” means and need to provide guidance to contractor, e.g., see the Appendix)
- 2) Assessment of condition of streams, watersheds and marine foreshore environments (need to further refine what “assessment” means and need to provide guidance to contractor)
- 3) Listing and assessment of current threats to biodiversity and biodiversity conservation areas e.g., extent or level of trampling, invasive species, noise and light pollution, air, water and soil pollution, etc. (Use CMP-IUCN Unified Classifications of Threats and Actions ³) (e.g., Ted Lea’s report on the Saanich parks).

IV. Threats to Biodiversity

- 1) Major stressors
 - a. Ecosystem degradation
 - b. Alien species
 - c. Environmental contamination
 - d. Species Disturbance and Mortality
- 2) Human Activities Impacting Biodiversity
 - a. Climate change
 - b. Urban Development (including noise and light)
 - c. Rural Development
 - d. Transportation and Utility Corridors
 - e. Agriculture
 - f. Wastewater
 - g. Recreation
 - h. Industry

V. Stewardship and volunteer contribution to biodiversity conservation (what we are looking for here is an assessment of the level of effort toward fostering biodiversity from the stewardship perspective.

³ [A Standard Lexicon for Biodiversity Conservation: Unified Classifications of Threats and Actions](https://conbio.onlinelibrary.wiley.com/doi/pdf/10.1111/j.1523-1739.2008.00937.x)
<https://conbio.onlinelibrary.wiley.com/doi/pdf/10.1111/j.1523-1739.2008.00937.x>

With that we could try to establish better targets for more stewardship, especially voluntary approaches)

- 1) List of stewardship initiatives coordinated by Saanich
- 2) List and investment in stewardship initiatives in Saanich coordinated by other levels of government e.g., Elk Beaver Lake restoration (CRD is the lead)
- 3) List of non-government stewardship initiatives (estimate of external (non-Saanich) funding that goes into biodiversity conservation in Saanich and estimate of number of volunteer hours/contributions).
- 4) (This might need to be completed separately from the contract, with permission from council and support from staff as these data may require a public survey to be conducted). An assessment of knowledge and engagement in biodiversity conservation by the residents of Saanich by conducting a survey during the public engagement phase of the Environmental Policy Framework.

VI. Investment in biodiversity conservation (for the past 10 years)

- 1) Line items/estimate in the Saanich budget that directly contribute to biodiversity conservation e.g., how much funding is directly spent on removing invasive species from Saanich Parks, planting native species, restoring habitat etc.
- 2) Number of staff hours directly dedicated to biodiversity conservation and monitoring e.g., volunteer coordinator for pulling together program, Saanich park naturalists
- 3) Funding spent in acquisition of biodiversity conservation areas
- 4) Accessibility of natural areas to citizens: how many km of trails, and how well distributed? What is trail budget per annum?
- 5) Incentives to private landowners for biodiversity conservation