



AGENDA
RESILIENT SAANICH TECHNICAL COMMITTEE
April 26, 2022 at 6:30 p.m.
Via MS Teams

In light of the COVID-19 pandemic and to ensure social distancing, this meeting is closed to the public and can be viewed/heard via MS Teams. Please note that callers are identified by their phone number which can be viewed on screen by all attendees at the meeting.

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|--|------------------------------|----------|
| 1. Call to Order | Chair, T. Stevens | |
| 2. Territorial Acknowledgement | Clr. R. Mersereau | |
| 3. Approval of Agenda | Chair, T. Stevens | |
| 4. Adoption of Minutes <ul style="list-style-type: none">• March 29, 2022 Meeting (attachment) | Chair, T. Stevens | |
| 5. Receipt of Correspondence <ul style="list-style-type: none">• Memo from Manager of Environmental Services and Environmental Education Officer dated April 11, 2022 (attachment) | Chair, T. Stevens | |
| 6. Introduction of Diamond Head Consulting Team <ul style="list-style-type: none">• High level review of Phase 1 work plan• Discussion of engagement process with RSTC members• Roles of DHC, Saanich Staff, and TC members in Phase 1 work | Chair, T. Stevens | 30 mins. |
| 7. RSTC Working Group Reports <ul style="list-style-type: none">• Stewardship Working Group• Environmental Policy Framework Working Group | C. Lowe
Chair, T. Stevens | 45 mins. |
| 8. Coastal Development Permit Applications | B. Wilkes | 20 mins. |
| 9. Update on First Nations Relations | Clr. R. Mersereau | 10 mins. |
| 10. Discussion of Project Coordinator/Secretariat Role | Chair, T. Stevens | 30 mins. |

* * Next Meeting: May 24, 2022**

Please email Nancy.Chaggar@saanich.ca if you are not able to attend.

MINUTES
RESILIENT SAANICH TECHNICAL COMMITTEE

Via Microsoft Teams
Municipal Hall, Council Chambers
March 29, 2022

Present: Councillor Rebecca Mersereau (Council Liaison); Tory Stevens (Chair); Kevin Brown (6:52 p.m.); Tim Ennis; Purnima Govindarajulu; Stewart Guy; Chris Lowe; Brian Wilkes; Jeremy Gye

Staff: Eva Riccius, Senior Manager of Parks; Adriane Pollard, Manager of Environmental Services; Nancy Chaggar, Senior Committee Clerk

Regrets: Bev Windjack

1. **CALL TO ORDER**

The meeting was called to order at 6:30 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 C. Lowe and Seconded by T. Ennis: "That the Agenda for the March 29, 2022 Resilient Saanich Technical Committee meeting be approved."

CARRIED

4. **ADOPTION OF MINUTES**

MOVED by B. Wilkes and Seconded by J. Gye: "That the minutes of the February 22, 2022, Resilient Saanich Technical Committee meeting be adopted as amended."

CARRIED

5. **RECEIPT OF CORRESPONDENCE**

MOVED by B. Wilkes and Seconded by S. Guy: "That the correspondence be received for information."

CARRIED

6. **DISCUSSION ON FIRST NATIONS PRESENTATIONS**

The Chair led a discussion on the recent First Nations presentation with Elder Eric Pelkey and the two workshop sessions with Roundtable consulting. The following was noted:

- It may be that expectations for level of engagement from First Nations are unrealistic.
- It would have been ideal to have First Nations involvement from the beginning; however, at this stage, it is adequate to present documents in draft form and incorporate feedback.

- It will be key to determine how to engage First Nations People in the RSTC work.
- Eric Pelkey's presentation and the sessions with Roundhouse provided insight on First Nations viewpoints and outlooks.
- Reconciliation is a significant corporate priority for Saanich.

7. **UPDATE ON CONTRACT: STATE OF BIODIVERSITY REPORT CONTRACT**

The Manager of Environmental Services provided an update and the following was noted:

- Staff are currently in discussions with a consultant and may have a contract in place by the end of the week.
- The project timeline and deliverables will be delayed slightly as a result of the original RFQ process.
- When the contract is in place, the Committee members will be notified and work will start immediately thereafter. The contractor will be independent and will consider input and feedback from the RSTC, First Nations, and the general public.
- The Secretariat/Coordinator position will be included as part of a second contract.
- Concerns were expressed regarding exclusion of the Committee from the contractor selection process.
- An interdepartmental team evaluated the proposal. The company is reputable and, although not based in Greater Victoria, they do contract work locally.
- The Committee was involved in creating the Terms of Reference. Work from the biodiversity working group was also included in the bid package to the consultant.
- There will be a start-up meeting with the selected consultant once the process is finalized. It is likely that the consultant will attend the April RSTC meeting.
- Staff must follow the correct Purchasing processes.
- The selected contractor will incorporate the Conservation Standards methodology per the Committee's preferences, in combination with other methodologies.
- A separate discussion around the precision of methodology details for the contract will be conducted between Council Liaison, The Chair, and Staff.

8. **DISCUSSION ON PRINCIPLES, GOALS, AND OBJECTIVES REPORTS**

C. Lowe provided an update from the Stewardship Working Group and noted the following:

- The working group has met twice since the last RSTC meeting.
- The group compiled known sources of stewardship ideas and information, and drafted a table of contents for recommendations to the Committee.
- Stewardship as a concept should be voluntary and should take place on public and private properties.
- More proactive advocacy for stewardship is needed in order for it to be successful.
- Good mapping is important to assess the baseline for biodiversity and to have the ability to monitor success over time.

B. Wilkes provided an update from the Mapping Working Group and noted the following:

- There should be emphasis on establishing a credible baseline for evaluating change over time and to help focus on priority areas for stewardship.
- Mapping is out of date and needs to be updated to correct errors, with a priority inside the Urban Containment Boundary.
- Provincial standards should be used for at-risk ecosystem mapping updates.
- There are areas that are not mapped that ought to be.
- It is recommended that the RSTC endorse the findings of the working group and refer them to Staff and the consultant for purposes of the State of Biodiversity report.

The Manager of Environmental Services provided an update on Saanich GIS mapping and noted the following:

- Layers that were only in the ESA atlas will now be published, including Saanich Wetlands and Natural State Covenants.
- Meta data and attributes associated with these inventories will provide more details about polygons and verification levels.
- Work to tidy up the TEM CDF product is complete and will be published soon.
- Staff are currently teasing out the Coastal Bluff and Terrestrial Herbaceous from the CDF TEM to show them as different types of ecosystems. SEI and TEM polygons will be brought in line with the marine highest high water mark.

MOVED by B. Wilkes and Seconded by J. Gye: “That the Resilient Saanich Technical Committee endorse the findings of the Mapping Working Group and refer it to Staff and the Biodiversity consultants for action.”

The Motion was then Put and CARRIED

The Chair provided an update from the Environmental Policy Framework (EPF) Working Group and noted the following:

- The Terms of Reference state that “the final Environmental Policy Framework will be completed by Staff for consideration by Council.”
- The goal is for Staff to complete the EPF by Milestone 3.
- The working group has completed an outline which is comprised of much of the previous work done, including the previously established goals.
- The principles require more work.
- Committee members are to review the draft and provide feedback prior to the next meeting, preferably by April 12th. Staff are invited to comment as well.
- Once the Committee completes its review, the draft document will be presented to First Nations for their input.
- A sense of urgency was expressed regarding the slow progress of the EPF document.
- There may be an opportunity to integrate the EPF in the Official Community Plan update. Council Liaison will explore this opportunity with Staff and report back to the Committee.

9. ACTION ITEMS IN MILESTONE 2

The Chair added this item to the Agenda at this point during the meeting.

The Chair listed the action items for Milestone 2 and noted the following:

- Review and evaluate GIS environmental mapping layers and atlas – *in progress*
- Develop State of Biodiversity Report – *consultant to take over*
- Review and evaluate existing stewardship program and recommend improvements – *in progress*
- Review and evaluate Saanich’s Urban Forest Strategy*
- Begin drafting an outline for the EPF – *in progress*
- Produce Terms of Reference for consulting team to do the Biodiversity Conservation Strategy – *complete*
- Test and refine the draft Environmental Policy Evaluation Tool on existing environmental policy – *incomplete*
- Draft Milestone 3 work plan – *incomplete*

*The Senior Manager of Parks provided an update on Saanich’s Urban Forest Strategy and noted the following:

- Diamond Head consulting is completing the update for the Urban Forest Strategy.

- The project is currently in the data transfer stage.
- A draft engagement strategy has been received.
- Public engagement is anticipated to occur in June, and an engagement report will be drafted.
- It has been communicated to the consultant that the final strategy should be balanced and thoughtful.

10. **ADJOURNMENT**

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

CARRIED

The meeting was adjourned at 8:24 p.m.

NEXT MEETING

The next meeting is scheduled for April 26, 2022 at 6:30 p.m.

Tory Stevens, Chair

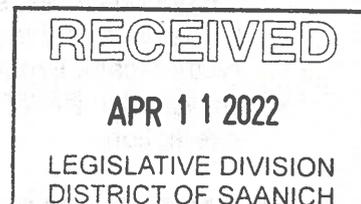
I hereby certify these Minutes are accurate.

Committee Secretary



Memo

To: Environment and Natural Areas Advisory Committee
From: Adriane Pollard, Manager of Environmental Services
Carolyn Richman, Environmental Education Officer
Date: April 11, 2022
Subject: Proposed expansion of the Saanich Naturescape Program
File: 1420-20 • Environment and Natural Areas Advisory Committee



On November 25, 2021 Carolyn Richman of Environmental Services presented an overview of the current Saanich Naturescape Program and proposed program enhancements to the Environmental and Natural Areas Advisory Committee (ENAC). ENAC members asked staff to bring back further details of the proposal for program expansion that members could evaluate and potentially make a motion to support.

Proposal

Environmental Services proposes to enhance and expand the existing Saanich Naturescape Program to provide a complete program with greater support and learning opportunities for Saanich residents. The proposed enhancements include a graduated membership program. There is currently no specific budget for Naturescape initiatives in Saanich and resources would be needed to expand the program.

Background

Naturescape is a program and concept: to conserve, maintain and enhance wildlife habitat and native biodiversity. Naturescaping encourages creating diversity, plant layers, and edges using native plants and designing landscapes to provide shelter, food, and water for wildlife. The principles of Naturescape call for a commitment to stewardship through habitat creation, conservation of biodiversity, and water conservation.

Naturescape BC was developed by the Provincial Government and the Habitat Conservation Trust Foundation. An initial provincial program provided a website, resources, workshops and other support for BC residents interested in naturescaping. Unfortunately due to lack of funding, the program is no longer operating, but the key resources or guides are still available to the public through the website of the Habitat Conservation Trust Foundation (HCTF).

Saanich Council endorsed the principles of Naturescape and a plan for implementation in 2000. Naturescape is encouraged in various Saanich policy documents and bylaws including:

- Sustainable Saanich OCP policy 4.1.2.8: Encourage the use of native species and climate change resistant plants for landscaping on both public and private lands and continue to promote the principles of Naturescape;

- Climate Plan action E1.2: Increase stewardship tools for private land owners to adapt to and mitigate climate change by expanding on existing programs, such as Naturescaping, recommended plant lists, and invasive species management;
- Resilient Saanich: actions for enhanced stewardship opportunities;
- Royal Oak Local Area Plan policy 8.4: Seek opportunities to preserve and restore indigenous trees, shrubs, plants and rock outcrops within public open space, parks, boulevards and unconstructed road right-of ways and on private lands through the Naturescape Program; and
- Streamside DPA Guidelines: proposed revision to guidelines to add Naturescaping as an exemption.

Elements of Current Saanich Program:

- Saanich Naturescape Program webpage
- Original artwork for branding and promotion
- Brochure & related outreach handouts
- Working with landowners to achieve compliance under the Noxious Weeds Bylaw upon request from Bylaw Enforcement
- A lawn sign to loan to property owners starting new Naturescape gardens to explain the intent to neighbours
- Public outreach display including interactive children's activity
- Past promotions (Canada 150, community competition)
- Inventory of parks naturescape areas
- Public presentations

New Elements Currently under Development using Existing Funds:

- 20 page Saanich Naturescape Program booklet (near completion)
- Increased program visual identity
- Regular social media posts
- Upgrading of youth hands-on activity (naturescape model)
- Collaboration with other Saanich programs
- Update current brochure

Elements Proposed with Increased Funding:

Program Content

- First Nations content and potential partnerships
- Incorporate stormwater management/green infrastructure concepts (Climate Plan)
- Youth engagement (as noted by ENAC member)

Membership Program

- Establish program structure and criteria
- Create a free Membership Kit, providing residents with: welcome letter, program brochure, Naturescape booklet, yard checklist, and a package of native seeds
- Yard signs for those meeting the criteria and "Naturescape in Progress" signs for those just getting started
- A membership database
- Create at least one additional webpage for the program

- Promote the new membership program
- Ongoing maintenance, reporting, and coordination of the membership program

Outreach

- Create a Saanich Naturescape Program subscription-based e-news enabling staff to update and engage interested residents on an ongoing basis
- Additional staff support for residents such as site visits to address concerns and to provide naturescape recommendations
- Webinars or workshops to promote techniques such as iNaturalist and the new plant propagation database
- Additional resources/ information needed for future enhancements

Budget

The program currently does not have a specific budget, but is supported by Environmental Services staff time and within the Environmental Services core budget. Proposed program development above, including a membership program, is not currently possible without increased resources for the program.

The first year would require more resources as materials are developed and produced. Ongoing maintenance would ensure the program stays current and members are supported.

The necessary budget is estimated as:

Program Element	First Year			Subsequent Years		
	Staff Time	Material	Total	Staff Time	Material	Total
First Nation content	\$5200	\$3000	\$8250	\$1248	\$200	\$1448
Stormwater mgmt	\$4420	\$3000	\$7320	\$1248	\$200	\$1448
Youth engagement	\$3640	\$1500	\$5140	\$520	\$1000	\$1520
Establish program	\$1456	-	\$1456	-	-	-
Membership Kit	\$2782	\$2052	\$4834	-	\$1168	\$1168
Yard signs	\$832	\$2342	\$3175	-	\$604	\$604
Membership database	\$2756	-	\$2756	\$624	-	\$624
Web content	\$520	-	\$520	-	-	-
Promotion	\$520	\$1750	\$2270		\$1750	\$1750
e-Newsletter	\$2236	-	\$2236	-	-	-
Site visits	\$9880	\$70	\$9950	\$4460	-	\$4460
Webinars, workshops	\$2340	\$3500	\$5840	\$1976	\$3500	\$5476
Ongoing coordination	\$1248	-	\$1248	\$18928	-	\$18928
Future enhancements	-	-	-	\$3000	\$3000	\$6000
TOTALS	\$39,348	\$40,047	\$79,395	\$31,876	\$11,422	\$37,856

Recommendation

That the Environmental and Natural Areas Advisory Committee receive this Memo for information.



Carolyn Richman



Adriane Pollard
Manager of Environmental Services

AP/jsp

cc: Sharon Hvozdzanski, Director of Planning
Tory Stevens - Chair, Resilient Saanich Technical Committee

Briefing Note re Marine Shoreline Development Permit Areas

To: The Resilient Saanich Technical Committee

April 19, 2022

From: Brian Emmett, M.Sc., R.P. Bio (ret) and Brian Wilkes, MES, R.P. Bio.

Recommendation: RSTC endorse the concept of a Marine Shoreline DPA (MSDPA) as part of a more comprehensive approach to marine shoreline stewardship

Background

Marine shorelines have a unique suite of physical and biological attributes and are subject to development impacts which can differ from upland areas. Management of marine shorelines requires recognition of these attributes and associated impacts. Specific management objectives, regulation and guidance are required for these areas. It is important to recognize that DPAs alone do not provide a comprehensive shoreline management program as a DPA is focused on development activity (e.g. buildings, shore protection structures, docks, shore access). An active stewardship program is also an important component of shoreline management. DPAs are vital in conserving existing natural assets and preventing degradation resulting from development activities; stewardship promotes conservation and enhancement of natural assets resulting from human activities generally.

The rationale for marine shoreline DPAs from other jurisdictions include reducing:

- cumulative impacts to marine riparian habitat,
- interruption of physical shoreline processes (e.g., longshore sediment drift),
- degradation of fish and wildlife habitat (e.g., forage fish spawning),
- acceleration of erosion and slope instability.

Marine Shoreline DPAs are common in our region

Jurisdictions with marine shoreline specific DPAs include:

- Oak Bay
- City of Nanaimo
- Nanaimo Regional District
- Saltspring Island
- Cowichan
- North Cowichan
- Lantzville
- Campbell River
- Colwood

These local governments provide excellent examples that the District of Saanich can build on to develop a comprehensive marine shoreline DPA. Appendix A of the Green Shores Bylaw Review (cited below) provides a specific summary of the above DPAs.

Marine Shoreline DPAs require Specific Objectives

Marine shoreline areas are not generally “lumped” into a general upland EDPA addressing environmentally sensitive areas because specific objectives and management initiatives are required for shore areas. They are addressed either by a specific DPA or a specific section within a more general DPA. Examples of specific objectives include (taken from the Oak Bay shoreline DPA):

- To preserve aquatic and shore habitat to support species biodiversity and ecological function
- To protect the integrity of shoreline physical processes
- To conserve the foreshore as a public resource
- To facilitate the development of shoreline properties in a manner adaptable to sea level rise and climate change

Marine shoreline DPAs usually include all shore areas within a jurisdiction.

A common approach to defining a shoreline DPA is to designate a zone upland and seaward of the natural boundary or Higher High water mark as a DPA (zones vary in width from 10 to 30m - see pg. 18 of the Green Shores Policy and Regulatory Tools document). Specific guidelines can be applied to different shore types (e.g., rock versus sediment shores). Shoreline management and revegetation prescriptions need to be prepared by qualified professionals.

Marine Shoreline DPAs require Specific Guidelines¹

Specific guidelines are required to achieve stated objectives. Examples drawn from the above DPAs include:

- Specific horizontal and vertical elevation setbacks for placement of permanent structures (e.g., 15m from the natural boundary AND 2.0 m above the existing natural boundary)
- Only allow shoreline modifications that are demonstrated to be necessary
- Discourage/restrict use of hard shore protection structures (rip rap and seawalls)
- Encourage use of soft shore protection that conserves or enhances shoreline ecological function
- Provide guidance for retention and planting of riparian vegetation within the DPA
- Guidance on shore access design and reduction of impervious surface area
- Further examples are provided in pgs. 21-36 of the Green Shores Policy and Regulatory Tools document

The District of Saanich does have some guidance for shoreline management within specific DPA areas (e.g., Portage Road and Cadboro Bay), but comprehensive guidance for the District is lacking.

The Role of Mapping

In contrast to some terrestrial DPAs, mapping is not used to define environmentally sensitive areas (ESAs) but rather to identify various shore types (e.g., bedrock cliff, beach, sediment bank, coastal bluff) to which specific guidance could be applied. See Island Trust (<https://islandstrust.bc.ca/document/keats-island-shoreline-mapping/>) for an example. In addition,

¹ The Green Shores for Homes credits provide sample language for many of these guidelines (http://stewardshipcentrebc.ca/PDF_docs/greenshores/Resources/GSHCreditsandRatingsGuide.pdf)

more detailed physical and biological mapping (e.g. the harbour shoreline inventory currently being conducted by CRD, https://www.crd.bc.ca/docs/default-source/initiatives-pdf/veheap-pdf/harboursecologicalinventorypilot2019-finalreport.pdf?sfvrsn=18ab57cc_2) can be used by permit applicants to document existing features at the application site. We note that RSTC recommended Saanich join the CRD coastal mapping, the Harbours ecological inventory rating system (HEIR). This request was approved by Council and forwarded for budget discussion in January 2022 (<https://www.saanichnews.com/news/80000-request-for-marine-shoreline-mapping-in-saanich-gains-initial-approval/>)

Resources

Green Shores 2016. Policy and Regulatory Tools for Local Governments. A survey of shoreline management in bylaws, plans and policies

http://stewardshipcentrebc.ca/PDF_docs/greenshores/reports/GSPolicyandRegulatoryToolsLocalGovtsReport2016.pdf

Stewardship Centre for British Columbia Green Bylaws Toolkit 3ed Edition 2021

Section 9 addresses DPAs, 9.5 addresses shoreline DPAs

https://stewardshipcentrebc.ca/PDF_docs/GreenBylaws/GreenBylawsToolkit_3rdEdition_2021.pdf

North Cowichan DPA 2 and 3

<https://www.northcowichan.ca/assets/Departments/Planning~and~Land~Use/docs/Development-Permit-Guidelines.pdf>

Regional District of Nanaimo

https://www.rdn.bc.ca/dms/documents/planning/electoral-area-h---deep-bay,-bowser-&-qualicum-bay/schedule-a/section_8_development_permit_areas.pdf pgs. 75-76 a good example of justification and objectives