

MINUTES
RESILIENT SAANICH TECHNICAL COMMITTEE
Saanich Municipal Hall, 770 Vernon Avenue
Council Chambers via MS Teams
April 15, 2021 at 6:33 p.m.

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

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

Regrets: Purnima Govindarajulu

1. **CALL TO ORDER**

The meeting was called to order at 6:37 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 B. Windjack and Seconded by K. Brown: "That the Agenda for the April 15, 2021 Resilient Saanich Technical Committee be approved, as amended."

Timing for items 8 and 9 was adjusted.

CARRIED

4. **ADOPTION OF MINUTES**

MOVED by B. Wilkes and Seconded by K. Brown: "That the minutes of the Resilient Saanich Technical Committee meetings of March 18, 2021 be adopted, as amended."

CARRIED

Page 3, second last paragraph was amended to add "and adaptation".

5. **RECEIPT OF CORRESPONDENCE**

MOVED by K. Brown and Seconded by B. Wilkes: "That the correspondence attached as part of the agenda for the April 15, 2021 Resilient Saanich Technical Committee meeting be received for information."

CARRIED

T. Munson advised that all correspondence received is responded to by staff.

6. COMMITTEE DEBRIEF (WORKLOAD, EMAIL MANAGEMENT, COMMITTEE MEMBERSHIP)

Councillor Mersereau stated:

- The work plan is a living document and will evolve over time; it is a necessary starting point for the committee.
- Members have expressed concern that the workload and email traffic has exceeded expectations.
- Generally other committee's members are not in contact with each other or schedule work between monthly meetings.
- There may be an opportunity for the committee to work in a more advisory or peer review role although there is support for working groups as they can delve into issues.
- The committee can consider replacing the two members who have resigned as soon as possible or at a more specific time in the process where it makes sense.
- The committee will direct the scope of work for the Environmental Policy Framework and will work closely with the consultant, if one is chosen.

Committee members made the following comments:

- It is appropriate for the RSTC to be in an advisory role.
- To provide adequate advice, working groups must delve into issues.
- Investing extra time to do the research is important.
- There is concern with not having a diversity of viewpoints on smaller working groups.
- It will be up to individual members how much time they wish to spend on committee work.
- It is easier to do the work in smaller groups; working groups will set the ground work for the consultant.
- Peer review will take place when working groups present to the larger committee.
- It would be appreciated if a First Nations representative could be solicited for the committee.

7. RSTC DRAFT WORK PLAN

The RSTC Draft Work Plan was reviewed and committee members made the following comments:

- Staff will give an overview on the public input received on the draft Goals, Objectives and Principles of the Resilient Saanich process at an upcoming meeting.
- Once the committee is satisfied with the Draft Work Plan, staff would be asked to review and provide feedback.
- There may be a need to revise the wording in 1a and 2j "EPF outline" as it suggests duplication.
- A Mapping Working Group would be appropriate to review the GIS Mapping Goals under 2a.
- Items would not be considered "complete" until the RSTC reviews and confirms that they are complete at a committee meeting.
- The Biodiversity Working Group is working on a report to provide guidance to staff in developing the Request for Proposal for the State of Biodiversity Study and Report.
- 2b and 2c1 may be duplicates.
- The Work Plan is a living document and can be revised as necessary.
- It would be helpful to have Parks staff present on what they are currently working on so that the committee can understand before making recommendations.

The Senior Manager, Parks stated:

- Engagement with the committee will be tailored to make the best use of everyone's time.

The Manager of Environmental Services stated:

- 2f corresponds to the original Terms of Reference; once the existing stewardship program is reviewed and evaluated, staff would move ahead with an enhanced stewardship program.
- The Climate Plan includes adaptation and mitigation.

MOVED by B. Wilkes and Seconded by T. Stevens: "That the committee approve the Resilient Saanich Technical Committee Living Work Plan for the Environmental Policy Framework, as amended, subject to revision at the call of the Chair."

CARRIED

Committee members made the following comments:

- Staff will undertake a gap analysis between the Work Plan and the Terms of Reference; Council will need to approve on any changes to the Work Plan if they are outside the scope of the Terms of Reference.

Action Item:

Committee members should provide feedback on the Draft Work Plan, version 3, via email by April 22nd.

MOVED by J. Gye and Seconded by B. Wilkes: "That once staff have completed the gap analysis between the Terms of Reference and draft Work Plan, the gap analysis will be provided to the committee for input prior to it being presented to Council."

**CARRIED
with K. Brown OPPOSED**

8. DISCUSSION OF EVALUATION MATRIX

The Evaluation Matrix was reviewed and committee members made the following comments:

- The evaluation matrix will be used to evaluate existing and proposed policies and programs based on specific criteria with a lens on environmental policy framework principles.
- It will provide a defensible rationale for future decisions.
- Criterion includes ten framework principles, thematic objectives and performative criteria.
- It may be appropriate to weight criteria on its importance.
- The consultant will use the matrix to evaluate the enhanced stewardship program.
- There may be criteria that would not be relevant to some policies or programs and in that case they would not be used for evaluation.
- Interdepartmental feedback and piloting of the evaluation matrix was suggested as well as consideration of using the matrix to review existing policies.

The Manager of Environmental Services stated:

- The evaluation matrix will be used to evaluate conservation tools.
- Staff could provide input on the criterion.

MOVED by J. Gye and Seconded by K. Brown: “That the committee receive for information the draft policy evaluation tool, version 3 submitted on April 15, 2021.

CARRIED

9. DISCUSSION ON THE SCOPE OF THE ENVIRONMENTAL POLICY FRAMEWORK

The memo from the RSTC Chair was reviewed and committee members made the following comments:

- A working group will address data collection.
- Gaps may be identified by working groups and via public engagement and will evolve throughout the process.

The Manager of Environmental Services stated:

- The Terms of Reference states that the committee would further refine the scope for the Environmental Policy Framework and data collection.
- Scope refinement could include items such as marine environment, the ESA Atlas and the GIS layers with commentary.

MOVED by B. Windjack and Seconded by T. Ennis: “That Milestone 1 action, “Further refine the scope of the Environmental Policy Framework and data collection” is ongoing and to date has included the addition of:

- EPF Thematic Plans to the December 2020 framework document;
- An updated April 2021 EPF Milestone Work Plan; and
- The new Mapping Working Group’s advice on refinement of data gaps and collection.”

CARRIED

10. ADJOURNMENT

MOVED by T. Stevens and Seconded by T. Ennis: “That the meeting of the Resilient Saanich Technical Committee be adjourned.”

CARRIED

The meeting adjourned at 9:03 p.m.

NEXT MEETING

April 27, 2021 at 6:30 p.m. in Council Chambers.

Stewart Guy, Chair

I hereby certify these Minutes are accurate.

Committee Secretary