



AGENDA

For the Council Meeting to be Held
At the Saanich Municipal Hall,
770 Vernon Avenue
MONDAY, MARCH 27, 2017

I 6:00 P.M., COMMITTEE ROOM NO. 2

Motion to close the meeting to the public in accordance with Section 90 (1) (a) of the *Community Charter*.

II 7:30 P.M., COUNCIL CHAMBERS

A. ADOPTION OF MINUTES

1. Special Committee of the Whole meetings held February 28, March 1 and March 8, 2017
2. Special Council meeting held March 13, 2017
3. Council meeting held March 20, 2017
4. Committee of the Whole meeting held March 20, 2017

B. BYLAWS

Final Reading

1. **PARKS AND RECREATION FEES AND CHARGES BYLAW**

Final reading of "Parks and Recreation Fees and Charges Bylaw, 2017, No. 9418". To set rates, fees and charges in effect from April 1, 2017 to March 31, 2018.

First Reading (Subject to a Public Hearing)

2. **OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW**

- P. 3** First reading of "Official Community Plan Bylaw, 2008, Amendment Bylaw, 2017, No. 9419." To update the appendices to include Appendix O Shelbourne Valley Action Plan, and make necessary housekeeping amendments as outlined in the amendment bylaw.

C. PUBLIC INPUT (ON BUSINESS ITEMS D & E)

D. RESOLUTIONS FOR ADOPTION

1. **CONTRACT EXTENSION FOR CONSULTING ENGINEERING AND CONTRACT ADMINISTRATION FOR 2016 WATERWORKS CAPITAL PROJECTS**

- P. 54** Report of the Director of Engineering dated March 14, 2017 recommending that Council confirm the award of RFP 12/15 Consulting Engineering Services – Detailed Design 2016 Waterworks Capital projects for a total of \$280,000 (exclusive of taxes) subject to change orders with the approved budget.

2. **AWARD OF TENDER 02/17 – SIDEWALK UPGRADES: LINWOOD AVENUE**

- P. 56** Report of the Director of Engineering dated March 17, 2017 recommending that Council award Tender 02/17 Sidewalk Upgrades: Linwood Avenue, and change orders within the project budget, to Don Mann Excavating in the amount of \$586,411 (excluding GST).

3. **AWARD OF TENDER 03/17 – TRAFFIC CONTROL SERVICES**

- P. 58** Report of the Director of Engineering dated March 15, 2017 recommending that Council award Tender 03/17 Traffic Control Services to Western Traffic Ltd. in the amount of \$93,225 (based on annual estimated quantities and excluding GST).

4. **AWARD OF TENDER 04/17 – OPEN CUT STORM AND SANITARY REPLACEMENT**

- P. 60** Report of the Director of Engineering dated March 17, 2017 recommending that Council award Tender 04/17 Open Cut Storm and Sanitary Replacement, plus change orders within budget, to Brunnell Construction Ltd. in the amount of \$1,748,957 (excluding GST).

5. **AWARD OF TENDER 05/17 – WATERWORKS FITTINGS**

- P. 62** Report of the Director of Engineering dated March 17, 2017 recommending that Council award Tender 05/17 Waterworks Fittings for goods as and when ordered to three vendors as outlined in the report with estimated annual values (based on estimated annual quantities and excluding taxes) as follows: Emco Corporation Ltd. "Waterworks" for \$232,130.90; Andrew Sheret Limited for \$40, 968.53; and Fred Surridge Ltd. for \$61,552.03.

6. **AWARD OF TENDER 06/17 – ASPHALT PAVING WORKS**
P. 64 Report of the Director of Engineering dated March 17, 2017 recommending that Council award Tender 06/17 Asphalt Paving Works to Island Asphalt Company (Division of O.K. Industries Ltd.) in the amount of \$1,705,138 (based on estimated quantities and excluding GST).
7. **AWARD OF TENDER 07/17 – CONSTRUCTION OF CONCRETE WORKS**
P. 66 Report of the Director of Engineering dated March 17, 2017 recommending that Council award Tender 07/17 Construction of Concrete Works to Island Asphalt Company (Division of O.K. Industries Ltd.) in the amount of \$995,875 (based on estimated quantities and excluding GST).
8. **AWARD OF TENDER 08/17 – COLD ASPHALT MILLING**
P. 68 Report of the Director of Engineering dated March 17, 2017 recommending that Council award Tender 08/17 Cold Asphalt Milling to Capital City Paving Ltd. in the amount of \$631,600 (based on estimated quantities and excluding GST).
9. **AWARD OF RFP 06/17 – PARKS AND RECREATION ENTERPRISE SYSTEM REPLACEMENT PROJECT**
P. 70 Report of the Directors of Parks and Recreation and Corporate Services dated March 20, 2017 recommending that Council award RFP 06/17 Parks and Recreation Enterprise System Replacement Project to ACTIVE Network, LLC, subject to successful contract negotiations and change orders within approved budget, for an estimated cost of \$772,850.45 for implementation and for the first three (3) years.
10. **GOWARD HOUSE LEASE AGREEMENT**
P. 72 Report of the Director of Engineering dated March 15, 2017 recommending that Council authorize the Director of Legislative Services to amend the Goward House Society's lease to a facility-use agreement as outlined in the report, and that Council instruct staff to include the increase in Capital and Operating budgets for Facility Operations in the 2017 Financial Plan.

E. RECOMMENDATIONS FROM COMMITTEES

1. **PROTECTIVE SERVICES – PERSONNEL COSTS**
P. 88 Recommendation from the March 9, 2017 Personnel Standing Committee meeting that Council support Councillor Haynes in creating a response to arbitrated cost of protective services and to include consultation with Chief Constable Downie and Fire Chief Burgess and interested parties.

* * * Adjournment * * *

AGENDA

For the Committee of the Whole Meeting

** IMMEDIATELY FOLLOWING**

The Council Meeting in the Council Chambers

1. **2893 SEA VIEW ROAD – REQUEST FOR REMOVAL FROM THE ENVIRONMENTAL DEVELOPMENT PERMIT AREA**
P. 90 From the November 14, 2016 Committee of the Whole meeting where a Public Hearing was called. Supplemental report of the Director of Planning dated March 13, 2017 to provide a recommendation in relation to including the existing 15m buffer as an option for this property.
2. **4727, 4731, 4735, 4739, 4740 TREETOP HEIGHTS AND 4755, 4769 CORDOVA BAY ROAD – REQUEST FOR REMOVAL FROM THE ENVIRONMENTAL DEVELOPMENT PERMIT AREA**
P. 101 Report of the Director of Planning dated February 15, 2017 recommending that Council support Option 3 to improve the accuracy of the mapping as outlined in the report.

* * * Adjournment * * *

“IN CAMERA” COUNCIL MEETING IMMEDIATELY FOLLOWS



The Corporation of the District of Saanich

Mayor
Councillors
Administrator

Council
Administration
Media

Report

To: Mayor and Council

From: Sharon Hvozdanski, Director of Planning

Date: March 16, 2017

Subject: Shelbourne Valley Action Plan
File: 2310-20

RECOMMENDATION

That Council give first reading to Official Community Plan Amendment Bylaw 9419 and proceed to public hearing.

PURPOSE

The purpose of this report is to:

- Present to Council a final proposed Shelbourne Valley Action Plan, which includes recently endorsed short-term mobility actions; and
- Seek first reading of proposed changes to the Official Community Plan (OCP) Bylaw 2008, which includes adding the Shelbourne Valley Action Plan as an Appendix to the OCP.

DISCUSSION

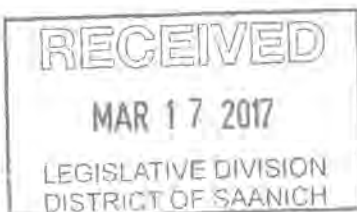
Council Direction

Culminating a multi-year planning process, a proposed Shelbourne Valley Action Plan was presented to Council at the June 9, 2014, Committee of the Whole meeting. At that meeting, Council endorsed the following:

“That a Public Hearing be called to further consider amendments to the Official Community Plan to include the Shelbourne Valley Action Plan, as outlined in the report of the Director of Planning dated May 30, 2014.”

At the same meeting, Council made the following motion:

“That a supplemental report providing additional information on the timelines and funding for implementation, in response to the comments raised at this meeting, be provided for the Public Hearing.”



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B.2**

Based on that direction, staff further analyzed implementation options, with an emphasis on responding to the key themes of comments made at the meeting, which focused on accelerating pedestrian and cycling improvements on Shelbourne Street. A Supplemental Report on options for short-term mobility actions was presented to Committee of the Whole on October 5, 2015. At that meeting the following motion was made:

“That Council direct staff to seek public input on mobility implementation options.”

Following an in-depth community consultation process, short-term mobility options were presented for Council’s consideration. On December 5, 2016, Council endorsed the following:

“That Council:

1. Support, in principle, Short-Term Mobility Implementation Option 3 as outlined in the report of the Director of Planning dated November 17, 2016; and
2. Direct staff to incorporate Option 3 into the Shelbourne Valley Action Plan and bring the Plan forward at a subsequent meeting of Council for final review and consideration.”

Planning Process

The Proposed Shelbourne Valley Action Plan was developed through a multi-phased process (see Figure 1) that included significant technical analysis and community consultation. The process is currently in its final stage, with a Public Hearing required before formal plan adoption.

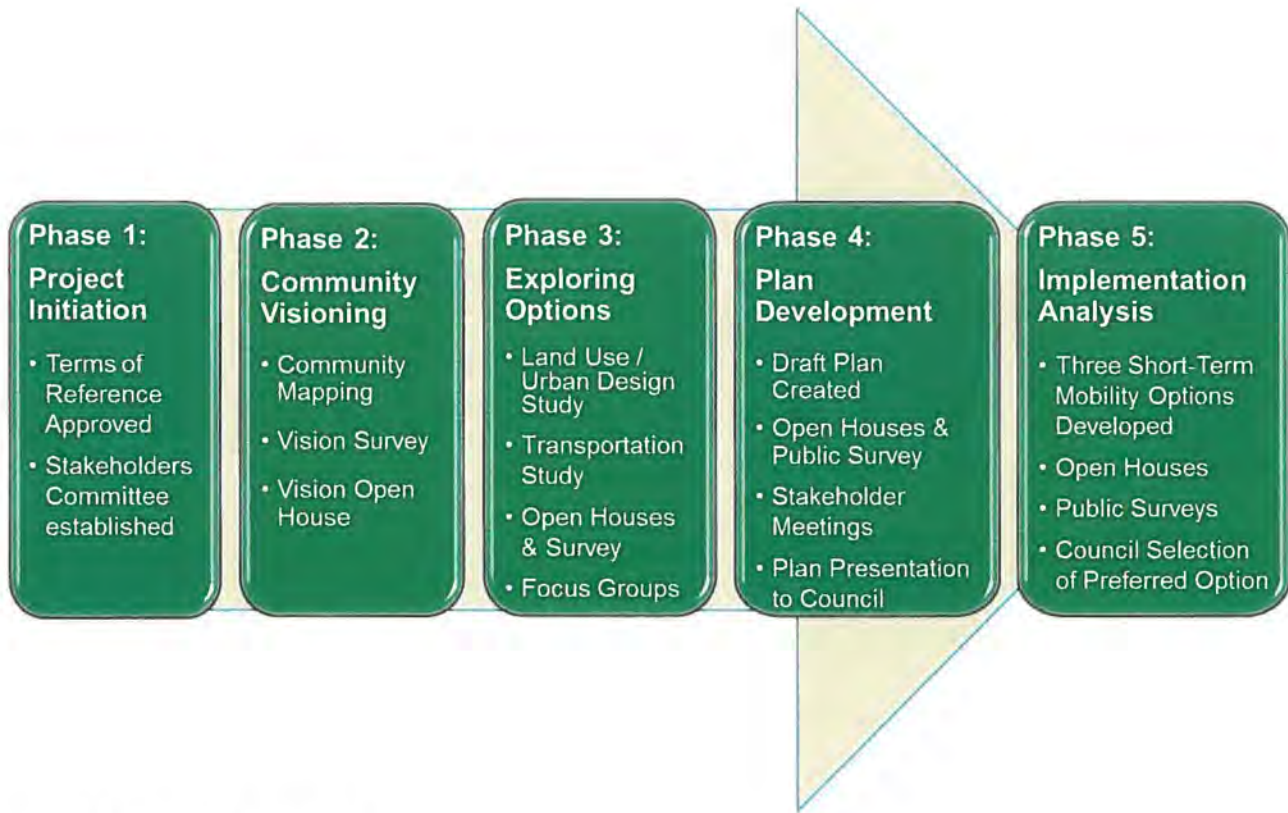


Figure 1: Planning Process Overview

Public Engagement

The creation of the Shelbourne Valley Action Plan (SVAP) was based on an extensive consultation process with residents, landowners, business owners, neighbourhood associations, community stakeholders, developers, and Committees of Council. Highlights of the engagement process included:

- Community mapping completed by over 1300 people;
- Five community surveys (vision, plan options, draft plan, short-term mobility) completed by 4142 people;
- 33 meetings with the Shelbourne Valley Stakeholders Committee;
- 14 open houses attended by approximately 3,300 people;
- Three flyer mailouts that reached 11,000 businesses and residences in the study area; and
- 23 focus groups and presentations to community groups.

The draft Plan, which was presented to the public in November 2013, included a public survey that was completed by 359 people. Table 1 indicates the level of support for various components of the Plan.

Action Plan Section	Agree with Action Plan Directions	Neutral	Disagree with Action Plan Directions
Environment	78%	16%	6%
Land Use	75%	14%	11%
Mobility	79%	11%	10%
Urban Design and Accessibility	73%	20%	7%

Table 1: Results of 2013 Public Survey on Draft Shelbourne Valley Action Plan

Over the past year, public engagement has focused on short-term mobility actions. This included five open houses attended by 1,500 people, two surveys completed by 2,652 people and numerous stakeholder meetings. Overall, public support for the short-term mobility option endorsed by Council was strong, with 84% of survey respondents supporting or partially supporting Option 3 (see Figure 2).

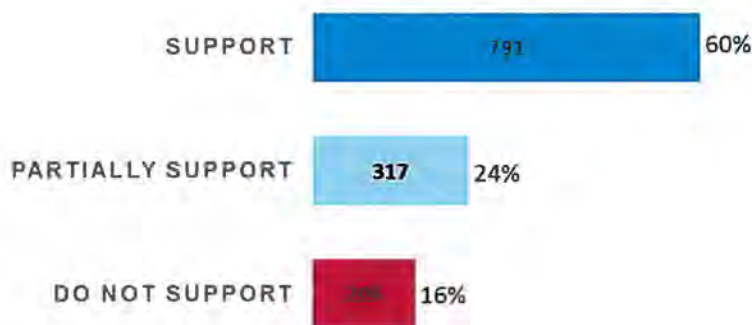


Figure 2: Level of Support for Short Term Mobility Option 3 in Public Survey

Plan Content

The Shelbourne Valley Action Plan provides a 30-year vision and set of actions that implements the goals and policies of the Official Community Plan (OCP). While the Action Plan addresses a comprehensive set of topics, it specifically seeks to address key OCP directions related to: climate change; the natural environment; the creation of vibrant, thriving “Centres” and “Villages”; the integration of land use and transportation; and the achievement of a balanced mobility network.

The purpose of this section of the report is to highlight specific sections of the Action Plan that address issues integral to the OCP and that were most frequently identified during the community engagement process.

1. Climate Change and Sustainable Development

The primary imperative of the Action Plan is to address climate change by defining a vision and necessary steps to achieve the OCP goal of sustainable development. How quickly these changes take place will be based on immediate and ongoing decisions between Council and the community, as well as market forces. Transitioning the Shelbourne Valley to a more connected, efficient, walkable, and mixed-use urban form will require fundamental changes to land use patterns and transportation networks. The Action Plan provides a comprehensive yet flexible set of directions to guide this transition, through:

- A flexible design of Shelbourne Street that provides short-term pedestrian and cycling enhancements and supports a transition to a more progressive design that includes dedicated transit lanes (Section 6.6 and 6.7);
- The development of compact, walkable, “Centres” and “Villages” with energy efficient housing forms, a mix of uses and access to transit to reduce auto dependency (Section 5);
- The enhancement of bikeway, greenway, transit and pedestrian networks to improve alternatives to private motor vehicles (Section 6);
- Support for the use of green technologies in new buildings and the development of district energy systems (Section 4.4); and
- The promotion of the use of electric vehicles and provision of charging facilities (Section 6.5).

2. Bowker Creek

The Shelbourne Valley contains a significant stretch of Bowker Creek, predominantly running through the Valley in underground pipes. The recently adopted Bowker Creek Blueprint provides a 100-year plan for restoring the Creek and improving watershed functioning. The restoration of Bowker Creek is a key point of emphasis in the Action Plan, through policies such as those noted below:

- Integration of Bowker Creek Watershed Principles and inclusion of policies that directly work towards the goals of the Bowker Creek Blueprint (Section 4.2);
- A policy that encourages the daylighting of Bowker Creek through additional height allowances where developments include a creek daylighting component (Section 4.2);
- Incorporation of the greenway network identified in the Bowker Creek Blueprint (Section 6.3); and
- Identification of Bowker Creek as a Placemaking element and important part of the Shelbourne Valley’s identity (Section 7).

3. Land Use, Urban Design and Economic Development

The land use and urban design components of the Action Plan identify directions that are intended to enhance vibrancy of the “Centres” and “Villages”, provide a broader range of housing options, encourage development that contributes towards mobility and public realm enhancements and create land use conditions that increase opportunities for economic development. Key land use and urban design highlights of the Action Plan include:

- The intensification of “Centres” and “Villages” to provide a better mix of housing, businesses, community facilities and parks and open space (Map 5.1 and Section 5.2);
- The introduction of apartment designations along the extent of Shelbourne Street to support transit service, provide more housing opportunities and facilitate right-of-way enhancements (Map 5.1);
- The establishment of a public realm enhancement fund to assist in beautification projects that create unique places and enhance Shelbourne Valley identity (Section 7.1);
- Comprehensive Design Principles to ensure new development and streetscape enhancements are unique, interesting and in keeping with the vision for the Shelbourne Valley (Section 7.2); and
- Direction to support the strengthening of connections with the University of Victoria, including through economic development in University “Centre” (Section 5).

The determination of appropriate land use and height designations sought to balance the financial viability of redevelopment with the retention of character in established single family neighbourhoods. The Action Plan adopts an approach that transitions height and density from major roads to single family neighbourhoods (see Figure 3).



Figure 3: Illustration of Transition from Major Road to Single Family Dwelling

4. Transformation of Shelbourne Street

A key element of the Action Plan is the development of a new vision for Shelbourne Street that better accommodates all modes of travel and creates an improved public realm. In the development of the Action Plan, a comprehensive analysis was undertaken to assess a range of options for redesigning the street both in the short-term and long-term.

Short-Term

The Shelbourne Valley Action Plan contains a number of short-term mobility actions that will be completed over the next five to seven years. These short-term implementation actions, endorsed in principle by Council on December 5, 2016, will add a continuous high-quality bike facility on Shelbourne Street, upgrade over 2.3 kilometres of sidewalk and feature a number of pedestrian improvements. In total, the improvements represent a significant step towards the long-term vision of the Shelbourne Valley.

Mid-Term

The mid-term recommendation in the Action Plan is to maintain four travel lanes, but to work towards a new design within an expanded right-of-way that includes wider sidewalks, cycle tracks separated from traffic and an expanded landscaped boulevard. At this stage, public transit would continue to run mixed in with regular vehicle traffic. As development occurs, property dedication would be acquired to achieve a 28 to 30 meter right-of-way. Figure 4 illustrates the mid-term Shelbourne Street right-of-way.

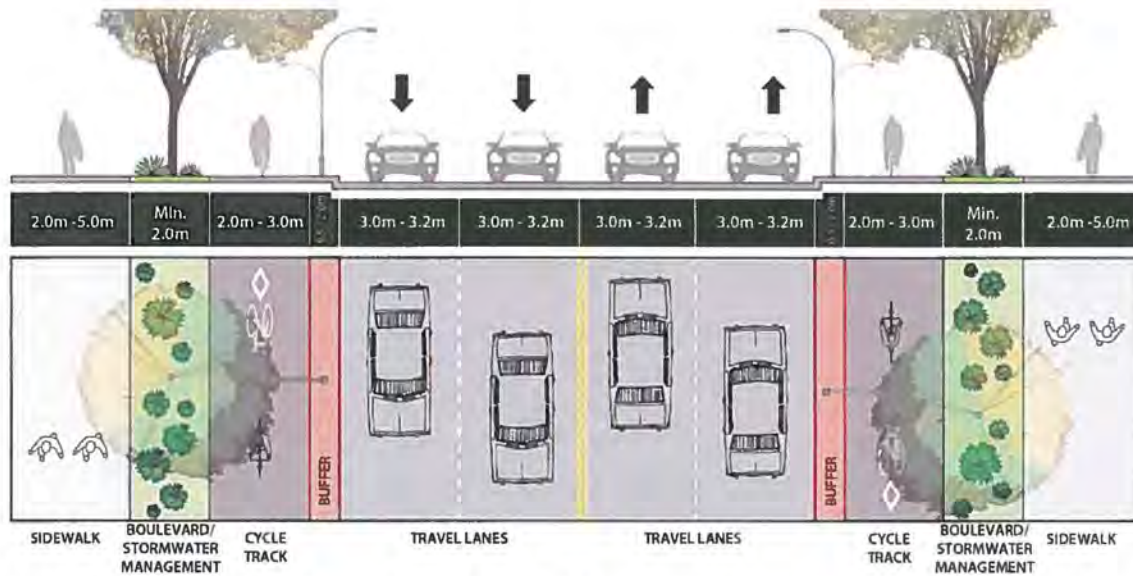


Figure 4: Mid-Term Shelbourne Street Right-of-Way

Long-Term / Ultimate

The mid-term right-of-way has been configured to enable a transition to a design that converts outside travel lanes to dedicated transit lanes (see Figure 5). While current land use and transportation conditions do not support dedicated transit lanes, the long-term goal is to progress towards this configuration. Depending on future decisions by Council, the long-term configuration could also accommodate a centre running public transit design. An implementation action has been added to evaluate land use changes, transportation trends and other factors to continually assess if conditions have sufficiently changed to support moving to the next stage of this three step program.

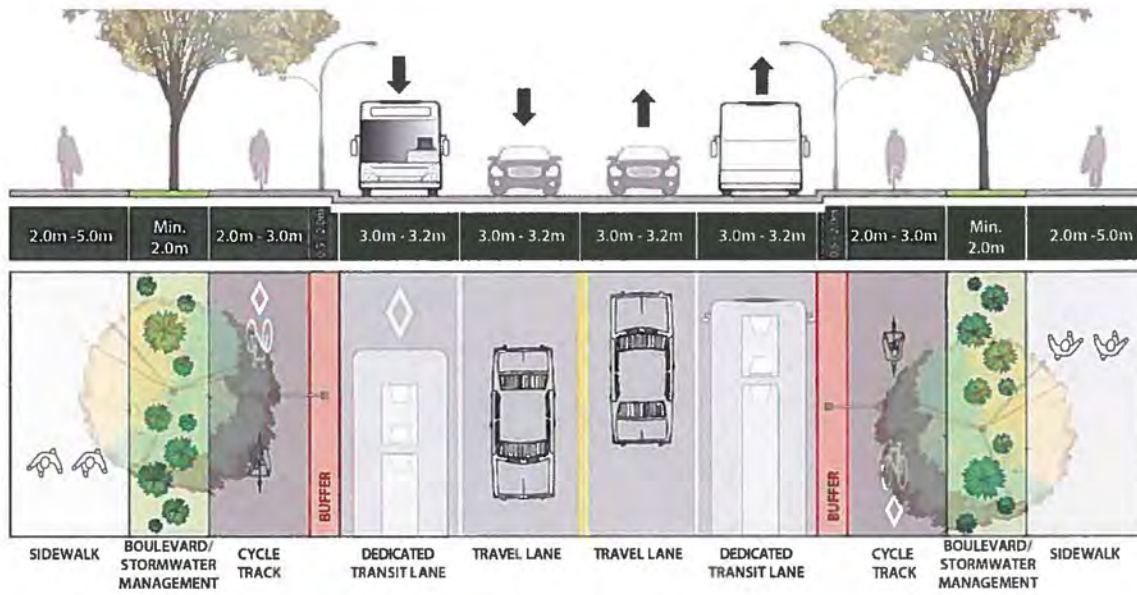


Figure 5: Long Term/Ultimate Shelbourne Street Right-of-Way

5. Short-Term Mobility Implementation Actions

Following a comprehensive public engagement process, Council endorsed in principle a set of short-term mobility actions (see Figure 6) that will provide significant improvements in the Shelbourne Valley in the near term. Key components of the short-term mobility actions include:

- 2.3 km of upgraded sidewalks on Shelbourne Street, including from North Dairy Road to Pear Street;
- A new continuous bike facility on the full extent of Shelbourne Street, with physical separation for half the route;
- Maintenance of four travel lanes for 65% of Shelbourne Street, including in the southern half from North Dairy Road to Christmas Avenue;
- Maintenance of left turn access to most businesses and side streets;
- Upgrades to the UVic Bike Connector;
- Improvements to all transit waiting areas; and
- Pedestrian and transit improvements in University "Centre" and Shelbourne Valley "Centre".

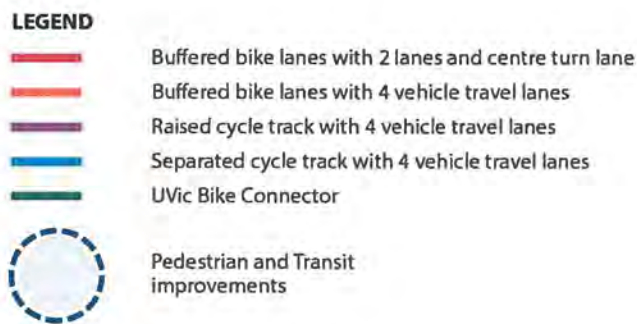


Figure 6: Overview of Short-Term Mobility Actions

6. Pedestrian & Cycling Connectivity

While much of the mobility focus is on Shelbourne Street, the enhancement of the broader mobility network is essential to achieving a community conducive to walking and cycling. A key impediment to walking and cycling in the Shelbourne Valley relates to the discontinuous street network which limits route options for pedestrians and cyclists and results in longer trips. The Action Plan seeks to address the quality and connectivity of the pedestrian and cycling network through a number of policy directions:

- New pedestrians and cycling pathways that break up superblocks, create parallel routes to major roads and provide improved route options (Maps 6.1 and 6.2);
- Implementation of a network of greenways and bikeways that provide safe and attractive walking and cycling facilities for people of all ages and abilities (Section 6.2 and 6.3);
- Improved crossings of major streets through shorter crossing distances, automatic activation of crossing signals, increased signal crossing times and median refuges (Section 6.1); and
- Sidewalks on all residential streets within 500 metres of a "Centre" or 200 metres of a "Village" (Section 6.1).

7. Quality of Life

An essential aspect of improving the Shelbourne Valley and supporting future population growth is ensuring that a wide range of quality community facilities, parks and open spaces are available to residents, employees and visitors. Plan directions that address this issue include:

- A vision for Shelbourne Street that is based on the foundational planning principles of Sustainable Development, Healthy Communities, Complete Streets and Placemaking (Section 2.3);
- A Shelbourne Valley Parks and Open Space Framework based on walking distances that seeks to achieve a robust range of parks and open spaces in the Shelbourne Valley to support a transition to a more compact, walkable and well-serviced community (Section 5.6); and
- Requirement for new developments to complete a Community Contribution Statement that identifies how the project will contribute to overall quality of life in the Shelbourne Valley (Section 5.8).

ALTERNATIVES

1. That Council endorse the recommendation as outlined in the staff report.
2. That Council provide alternate direction on additional work or changes they would like Staff to undertake.

FINANCIAL IMPLICATIONS

Implementation of the majority of the Action Plan involves changes that would happen at the time of redevelopment. Adoption of the plan will provide a framework for redevelopment and intensification of the Shelbourne Valley, increasing the likelihood of development and associated increases in tax revenue.

Short-term mobility actions that were previously endorsed in principle by Council involve significant financial commitments. The preliminary estimate for short-term mobility improvements is \$12.5 million. Upgrades to underground utilities, which are required within the

next 10 years, will be coordinated as part of the right-of-way improvements. The preliminary cost estimate for underground upgrades is \$18 million.

In the case of both transportation and underground expenditures, the five-year utility and engineering capital budgets have been adjusted to support these projects. Once the Shelbourne Valley Action Plan is adopted, federal and provincial grant funding will be pursued to offset costs to the greatest extent possible.

STRATEGIC PLAN IMPLICATIONS

The adoption of the Shelbourne Valley Action Plan would represent the conclusion of a multi-year project that has been a key Strategic Plan initiative. It would support broader Strategic Plan objectives around enhancing “Centres” and “Villages”, supporting economic vibrancy and improving multi-modal travel choices.

Increased Strategic Plan capacity gained through completion of this Action Plan would now be required to implement the Action Plan. Initiatives related to the implementation of the Shelbourne Valley Action Plan would form part of future Strategic Plan review sessions.

As noted in the December 2016 Council Report, implementation of Shelbourne Street improvements would impact the timelines for other capital plan initiatives such as the Sinclair Road upgrades, Douglas Local Connector project, and the Glanford complete street project.

OCP IMPLICATIONS

The Shelbourne Valley Action Plan represents a significant advancement of OCP goals by providing greater clarity and specificity around broader municipality-wide directions.

As an Appendix to the OCP, the Shelbourne Valley Action Plan will form part of the OCP Bylaw.

LOCAL AREA PLAN IMPLICATIONS

The Shelbourne Valley Action Plan area incorporates portions of three local areas. In order to ensure policy alignment, it is recommended that the existing Local Area Plans for Gordon Head, Shelbourne and Quadra be updated to reflect directions in the Shelbourne Valley Action Plan. Staff recommend this proceeds in a two-step process. Firstly, as part of the adoption of the Shelbourne Valley Action Plan, it is recommended that a series of amendments to the Local Area Plans (Attachment B) occur concurrently with the Shelbourne Valley Action Plan adoption. These changes would be focused on ensuring clear guidance is provided to the community and stakeholders on land use policy. The changes would be limited to adding references on relevant maps and in the descriptive portions of relevant plan sections. Existing text or policies would not be altered in any way.

Secondly, subsequent to the adoption of the Shelbourne Valley Action Plan, through either the comprehensive update of Local Area Plans or through a housekeeping exercise, there would be a more thorough editing of Local Area Plans. The purpose of these edits would be to ensure all contextual information and policy directions are updated so that they are in tighter alignment with the Shelbourne Valley Action Plan.

As the first step of the process, and in association with the adoption of the Shelbourne Valley Action Plan, the following changes to Local Area Plans are recommended at this time:

1. Addition of Text on Companion Plans

It is recommended that text on Companion Plans be added that explains how the Shelbourne Valley Action Plan relates to the Local Area Plan. In “1.0 Background” of Gordon Head and Shelbourne Local Area Plans and “1.0 Introduction” of the Quadra Local Area Plan, it is recommended that the following text is added:

“Companion Plans

Local Area Plans work in concert with a number of other policy documents to provide guidance at the local level. Companion plans often overlap local area boundaries and in some instances, can provide more current policy direction than what is included in the Local Area Plan.

The **Shelbourne Valley Action Plan**, adopted in 2017, is a comprehensive plan that incorporates portions of three local areas: Shelbourne, Gordon Head and Quadra. The Shelbourne Valley Action Plan holistically addresses the Shelbourne Street Corridor (and areas 500 metres on either side) from both a transportation and land use perspective. In areas of overlap it is essential to also refer to the Shelbourne Valley Action Plan to obtain current policy guidance.”

2. Addition of References to Shelbourne Valley Action Plan on Relevant Land Use Maps

It is recommended that Local Area Plan maps be updated to provide direction for future multi-family housing or commercial uses by indicating the area where the Shelbourne Valley Action Plan applies and including a reference to also refer to the Shelbourne Valley Action Plan. The maps that are recommended for changes are:

- Map 5.2 Multi-family Housing (Gordon Head Local Area Plan)
- Map 6.1 Commercial (Gordon Head Local Area Plan)
- Map 4.1 Multi-family Housing (Quadra Local Area Plan)
- Map 6.2 Multi-family Development Guidelines (Shelbourne Local Area Plan)
- Map 9.1 Commercial Land Use (Shelbourne Local Area Plan)

3. Addition of Text to Relevant Land Use Sections

In order to ensure comprehensive and clear guidance for land use changes related to multi-family and commercial development, additional text is proposed to be added to relevant sections of Local Area Plans. No changes would occur to existing Local Area Plan text, rather text would be added to ensure more recent direction from the Shelbourne Valley Action Plan is highlighted.

The following text is proposed to be added to “4.0 Residential” of the Quadra Local Area Plan:

“6.0 Housing” of the Shelbourne Local Area Plan and “5.0 Housing” of the Gordon Head Local Area Plan:

“The Shelbourne Valley Action Plan, adopted in 2017, supplements the direction in the Local Area Plan and identifies a broader range of sites suitable for multi-family housing. When evaluating land use proposals, the Shelbourne Valley Action Plan should be consulted for current policy guidance.”

Additionally, the following text is proposed to be added to “9.0 Commercial” of the Gordon Head Local Area Plan and “6.0 Commercial” of the Gordon Head Local Area Plan:

"The Shelbourne Valley Action Plan, adopted in 2017, supplements the direction in the Local Area Plan and should be referred to when assessing potential mixed-use or commercial land use proposals."

INTERDEPARTMENTAL IMPLICATIONS

Implementation of the short-term mobility actions in the Shelbourne Valley Action Plan will require significant staff resources from the engineering department to manage implementation projects. Engineering staff resources have been allocated to enable the delivery of implementation initiatives. In addition to engineering staff commitments, there would also be a commitment required from parks staff with respect to planning and implementing landscape and street tree changes on Shelbourne Street.


CONCLUSIONS

The Shelbourne Valley Action Plan represents the culmination of a multi-year process that involved significant analysis and community engagement. While there was general support for the Action Plan's long range directions when it was presented to Council in 2014, Council requested a more in-depth assessment of implementation options. Recent work has focused on this direction and resulted in Council endorsement in principle of a set of short-term mobility actions on December 5, 2016. These actions have been integrated into a final Shelbourne Valley Action Plan. The remainder of the Action Plan remains largely unchanged from what was presented in June 2014.

The Shelbourne Valley Action Plan provides a comprehensive framework to guide growth and change in the Shelbourne Valley over the next 20 - 30 years. It contains content that addresses many core Official Community Plan directions on addressing climate change, fostering environmental restoration, improving multi-modal transportation options, broadening housing opportunities, supporting economic development and enhancing "Centres" and "Villages". Short-term mobility changes, which were thoroughly reviewed with community stakeholders and recently endorsed in principle by Council, will help to support the longer term directions by providing immediate improvements that enhance the quality of the urban environment and greatly improve the range of travel choices. Adoption of the Action Plan will allow short-term implementation to be initiated immediately.

Overall, adoption of the Shelbourne Valley Action Plan would represent a significant advancement of Official Community Plan goals and completion of a key Strategic Plan initiative. Staff recommend that Council support adoption of the Shelbourne Valley Action Plan and proceed to a public hearing.

Prepared by 
Cameron Scott
Manager of Community Planning

Approved by 
Sharon Hvozdzanski
Director of Planning

CS/sd
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Attachments
Attachment A: Shelbourne Valley Action Plan
Attachment B: Official Community Plan Amendment Bylaw 9149

cc: Paul Thorkeleson, Administrator

ADMINISTRATOR'S COMMENTS:

I endorse the recommendation from the Director of Planning.


Paul Thorkeleson, Administrator

THE CORPORATION OF THE DISTRICT OF SAANICH
BYLAW NO. 9419
TO AMEND BYLAW NO. 8940,
BEING THE "OFFICIAL COMMUNITY PLAN BYLAW, 2008"

The Municipal Council of The Corporation of the District of Saanich enacts as follows:

1) Bylaw No. 8940, being the "Official Community Plan Bylaw, 2008" is hereby amended as follows:

(a) By deleting the fourth Whereas clause from the introduction to the Bylaw and substituting therefore the following:

AND WHEREAS an official community plan has been prepared for all areas of the District of Saanich, attached hereto as Schedule "A" and comprising the following appendices:

Appendix "A"	General Plan
Appendix "B"	Blenkinsop Local Area Plan
Appendix "C"	Cadboro Bay Local Area Plan
Appendix "D"	Carey Local Area Plan
Appendix "E"	Cordova Bay Local Area Plan
Appendix "F"	Gordon Head Local Area Plan
Appendix "G"	North Quadra Local Area Plan
Appendix "H"	Quadra Local Area Plan
Appendix "I"	Royal Oak Local Area Plan
Appendix "J"	Rural Saanich Local Area Plan
Appendix "K"	Saanich Core Local Area Plan
Appendix "L"	Shelbourne Local Area Plan
Appendix "M"	Tillicum Local Area Plan
Appendix "N"	Development Permit Areas, Justification and Guidelines
Appendix "O"	Shelbourne Valley Action Plan

(b) By deleting Section 1 of the Bylaw and substituting therefore the following:

"The official community plan attached hereto as Schedule "A" comprising appendices "A" to "O" inclusive and made a part of this Bylaw is hereby designated as the Official Community Plan for the District of Saanich."

- (c) By adding the following text to Section “1.0 Background” of Appendix “F” - Gordon Head Local Area Plan, Section “1.0 Introduction” of Appendix “H” - Quadra Local Area Plan and Section “1.0 Background” of “Appendix “L” Shelbourne Local Area Plan:

“Companion Plans

Local Area Plans work in concert with a number of other policy documents to provide guidance at the local level. Companion documents often overlap local area boundaries and in some instances, can provide more current policy direction than what is included in the Local Area Plan.

The Shelbourne Valley Action Plan, adopted in 2017, is a comprehensive plan that incorporates portions of three local areas: Shelbourne, Gordon Head and Quadra. The Shelbourne Valley Action Plan holistically addresses the Shelbourne Street Corridor (and areas 500 metres on either side) from both a transportation and land use perspective. In areas of overlap it is essential to also refer to the Shelbourne Valley Action Plan to obtain current policy guidance.”

- (d) By amending Appendix “F” Gordon Head Local Area Plan by deleting Map 5.2 Multi-family Housing and substituting therefore a new Map 5.2 attached hereto as Schedule “A”.
- (e) By amending Appendix “F” Gordon Head Local Area Plan by deleting Map 6.1 Commercial and substituting therefore a new Map 6.1 attached hereto as Schedule “B”.
- (f) By amending Appendix “H” Quadra Local Area Plan by deleting Map 4.1 Multi-family Housing and substituting therefore a new Map 4.1 attached hereto as Schedule “C”.
- (g) By amending Appendix “L” Shelbourne Local Area Plan by deleting Map 6.2 Multi Family Development Guidelines and substituting therefore a new Map 6.2 attached hereto as Schedule “D”.
- (h) By amending Appendix “L” Shelbourne Local Area Plan by deleting Map 9.1 Commercial Land Use and substituting therefore a new Map 9.1 attached hereto as Schedule “E”.
- (i) By adding the following text to Section “5.0 Housing” of Appendix “F” - Gordon Head Local Area Plan, Section “4.0 Residential” of Appendix “H” - Quadra Local Area Plan and Section “6.0 Housing” of “Appendix “L” Shelbourne Local Area Plan:

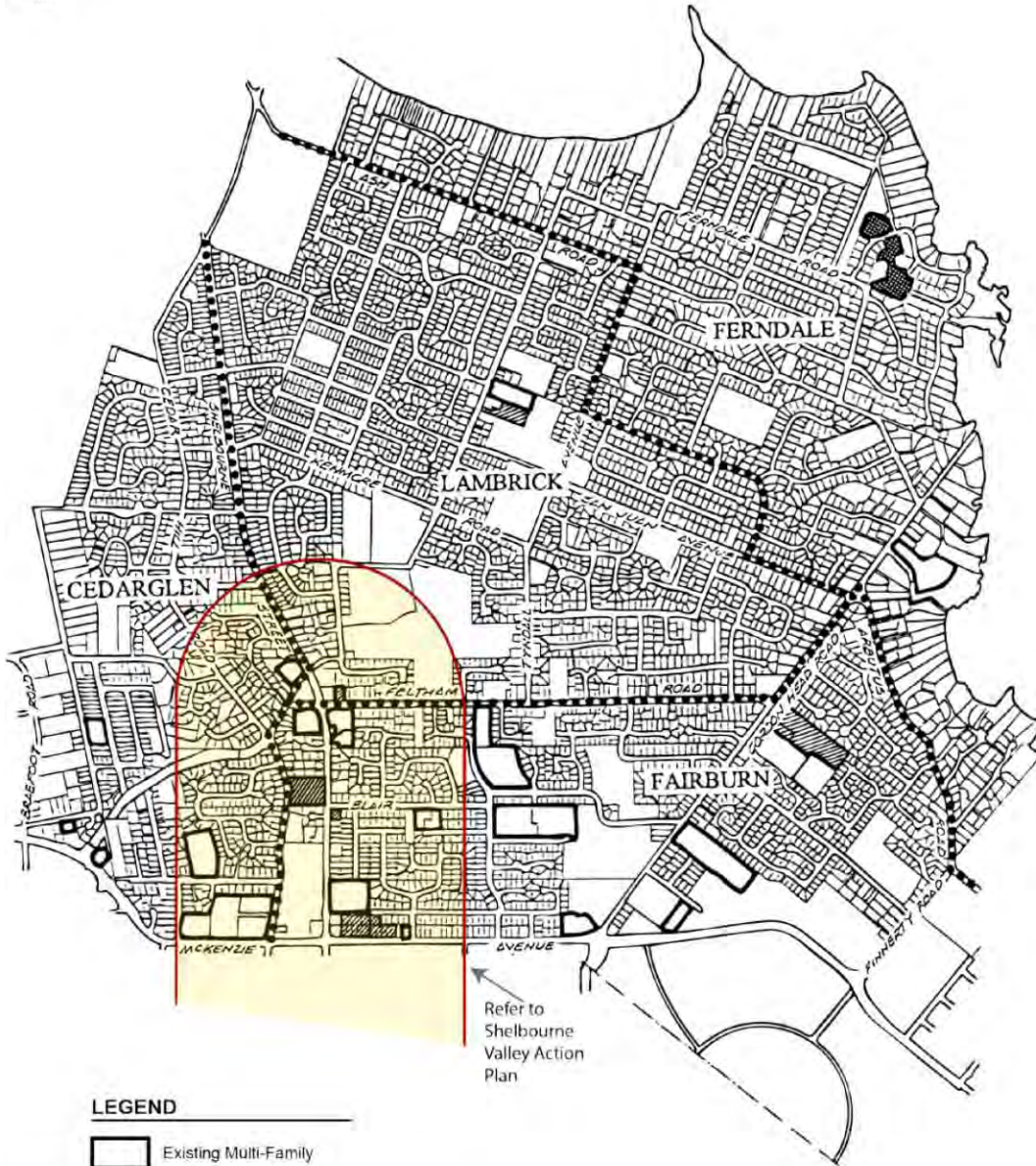
“The Shelbourne Valley Action Plan, adopted in 2017, supplements the direction in the Local Area Plan and identifies a broader range of sites suitable for multi-family housing. When evaluating land use proposals, the Shelbourne Valley Action Plan should be consulted for current policy guidance.”

- (j) By adding the following text to Section “6.0 Commercial” of Appendix “F” - Gordon Head Local Area Plan and Section “9.0 Commercial” of “Appendix “L” Shelbourne Local Area Plan:





“The Shelbourne Valley Action Plan, adopted in 2017, supplements the direction in the Local Area Plan and should be referred to when assessing potential mixed-use or commercial land use proposals.”

- 2) This Bylaw may be cited for all purposes as the **"OFFICIAL COMMUNITY PLAN BYLAW, 2008, AMENDMENT BYLAW, 2017, NO. 9419"**.

SCHEDULE A



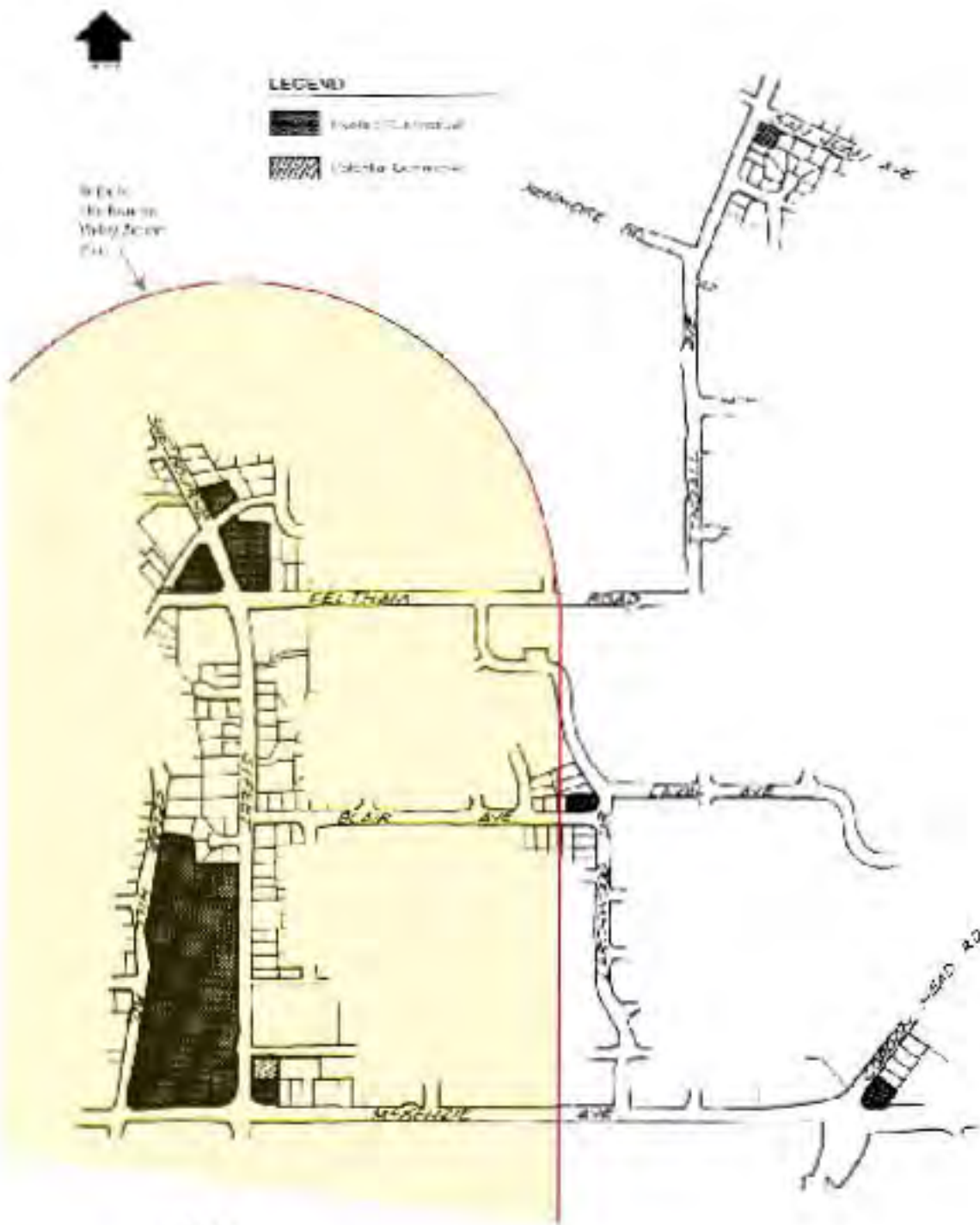
LEGEND

-  Existing Multi-Family
-  Zoned Multi-Family, Not Constructed
-  Potential Multi-Family
-  Neighbourhood Boundary

**MAP 5.2
MULTI-FAMILY HOUSING**

© Gordon Head Local Area Plan 1997. All Rights Reserved. Map 5.2 (Multi-Family Housing) is a component of the Gordon Head Local Area Plan 1997.

SCHEDULE B

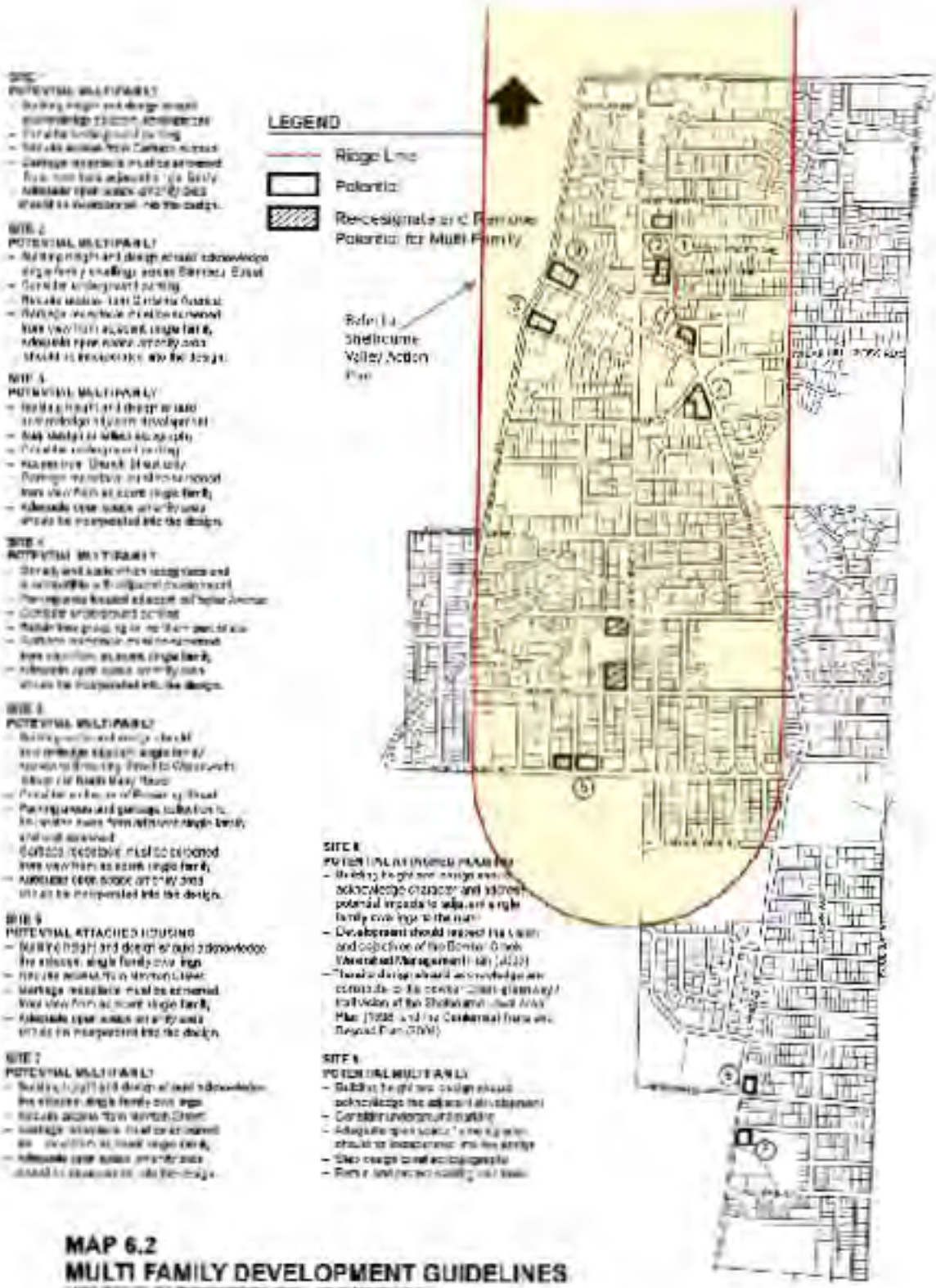


MAP 6.1
COMMERCIAL

SCHEDULE C



SCHEDULE D



MAP 6.2
MULTI FAMILY DEVELOPMENT GUIDELINES

2310-20 SVAP
x ref 1220-20 Traffic

[Redacted] Clovelly Terrace
Victoria BC
[Redacted]

EST TO	General	POSTED
COPY TO	SH/HM	FEB 28 2017
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WRITER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
REPORT FOR		
ACKNOWLEDGED:	BIM	<input checked="" type="checkbox"/>

February 21, 2017

Mayor and Council
District of Saanich
770 Vernon Ave
Victoria BC
V8X 2W7

Dear Mayor and Council:

Re: Bike Lanes

An article in the February 2017 edition of *The Quadrangle* asked the question, "Where should the next bike lanes be built?" My answer is, 1) Atlantis; 2) Camelot; or 3) the dark side of the moon.

Articles such as the one referenced above are infuriating, in that they strongly imply that bike lanes are a perfect and universal good, like world peace or a cure for cancer. They're NOT!!! They are a vicious, zero-sum game, in which for every 30-something Lance Armstrong wannabe winner, there are hundreds, perhaps thousands, of older, driver losers like me. They are a highly political issue, in which only one side appears to be heard. I guess I could grudgingly admire the bike lobby for seizing the political initiative and stifling all opposition – but I don't.

Absolutely everyone I know is opposed to bike lanes, for the most part vehemently so. They are an outrageous, unwarranted interference to the flow of traffic. For example, Shelbourne/Cedar Hill X Road used to be a normal, if somewhat busy, intersection. Now, at various times of the day, it's a fiasco, with traffic backed up to Blenkinsop Road. After the "upgrade" to Cook Street, between Maplewood and Cloverdale, much of the onstreet parking has disappeared and the traffic has increased significantly. Then there's downtown, parts of which are almost impassible while construction of new bike lanes proceeds, like Pandora Street. And what monstrous bike lanes they are! I swear there are freeways in Los Angeles that are smaller. What a travesty!

I'm a retired public servant who hasn't ridden a bike in a great many years. When I leave the house, it's to play golf or do some shopping, two activities for which a bike is completely impractical. Bike lanes make it more difficult than ever to get around. And one of the most frustrating aspects of all is the seemingly infinitesimal number of cyclists who actually use the bike lanes. I often drive several kilometres around town and see only a handful of cyclists using the lanes.

RECEIVED
FEB 23 2017
LEGISLATIVE DIVISION DISTRICT OF SAANICH

Future anthropologists examining the remains of our civilization will no doubt be amazed and astounded by the phenomenon of bike lanes. They will be perplexed at how a tiny minority of young adults were able to expropriate for themselves such significant chunks of public space, to the great disadvantage and detriment of everyone else.

When the next municipal elections come around, I'll be a single-issue voter: candidates who oppose bike lanes will get my vote; those in favour will not. Meanwhile, perhaps I should write to Donald Trump. Maybe he would do something about this.

Yours truly,

A grey rectangular box redacts the signature. A thin line extends from the right side of the box towards the right margin.

Mac Culham

c. Mayor and Council, City of Victoria
Board of Directors, Capital Regional District

Council - Thanks for approving bike lanes on Shelbourne!

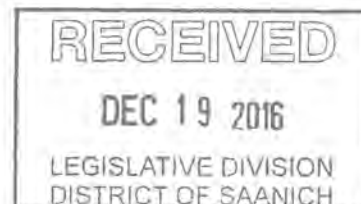
From: Keely Hammond [REDACTED]
To: <council@saanich.ca>
Date: 12/19/2016 8:02 AM
Subject: Thanks for approving bike lanes on Shelbourne!

POST TO	General	POSTED	Dec 19
COPY TO	SH/HMV		
INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
COPY RESPONSE TO LEGISLATIVE DIVISION			
REPORT	<input type="checkbox"/>		
FOR	_____		
ACKNOWLEDGED:	_____		

Just wanted to express my thanks as a life-long cycle commuter for the approval of bike lanes on Shelbourne St. Shelbourne is an ideal bike route due to its flatness and access to many workplaces, shops, and services. The increased safety and comfort of both cyclists and drivers with bike lanes is huge and will benefit us for years to come.

Warm regards,

Keely Hammond



DEC 20 2016

LEGISLATIVE DIVISION
DISTRICT OF SAANICH

DEC 20 2016

INFORMATION

REPLY TO WRITER

COPY RESPONSE TO LEGISLATIVE DIVISION

REPORT FOR

ACKNOWLEDGED: BIMV

To MAYOR & Co.

SAANICH MUNICIPALITY

RE. SAANICH BIKE LANES

THE WIFE AND I DO MOST OF
OUR SHOPPING ALONG SATLEBORNS;
TO HILLSIDE.

THERE IS A LOT OF TRAFFIC
ALONG THE WAY - ~~AT~~ U.VIC
POURS OUT ALOT ALONG MCKENZIE

AND CEDAR HILL X RD. - ALSO
THERE ARE A COUPLE OF SCHOOLS
ALONG THE WAY - (3?)

A LOT OF TRAFFIC!

I CAN HONESTLY SAY —
I HAVE NEVER SEEN ANY
BIKES AT ALL - MAYBE I
MISSED THEM!

OVER.

I REALLY CANNOT SEE
SPENDING A LOAD OF MONEY
TO MESS UP THE NILE
IMPROVEMENTS THAT HAVE
BEEN MADE TO THE MAJOR
INTERSECTIONS -

19/12
2016

MAYBE THE BIKES COME
OUT AT NIGHT - IN THE RAIN,
IN BLACK CLOTHING, IN WHICH
CASE NO ONE WILL SEE THEM
ANYWAY

ENCLOSED ARE A
COUPLE OF OTHER COMMENTS
PLEASE RECONSIDER
THIS NONSENCE

MICHAEL PRETTY

P.S. ATTACHED



(THIS IS THE FIRST LETTER I HAVE
EVER WRITTEN TO SPANICIT IN
THE 50 OR MORE YEARS I HAVE LIVED HERE

P.S

I SUGGEST THAT
SOME OF THE
COUNCILDORS STAND ON
THE CORNER OF SOME
OF THE INTERSECTIONS
AND SEE HOW MANY
BIKES THEY CAN
COUNT! PLEASE
D

Tail wagging the dog on bicycle issues

Re: "Saanich 'vision' goes against public opinion," letter, Sept. 29.

The letter-writer quotes Saanich survey statistics that 58 per cent of people favour continuous bike lanes on Shelbourne Street.

Does the writer really believe that 58 per cent of the people who use and live around Shelbourne Street actually want to see traffic lanes lost to bike lanes? I suggest that if a proper survey, or better yet a plebiscite were held, the number supporting loss of traffic lanes to bike lanes would be more like 15 per cent in favour.

How does it make any sense to build a

major bicycle system in Saanich or the Victoria area in general, when we experience dark, cold, rainy, foggy, frosty weather four to five months of the year?

We have an aging population that is unable now, or will soon be unable, to ride bicycles any significant distance.

The environmental impact of a few people riding their bicycles is more than cancelled out by cars sitting in gridlock traffic while the drivers look aimlessly over at the empty bike lanes, especially on those cold, wet, winter mornings and evenings.

Our politicians are not doing what the population wants and needs by making automobile travel more difficult in this region, but are instead capitulating to the small, vocal bicycle lobby.

The tail is wagging the dog, and this needs to change direction.

Bill Wilson
Saanichton

Council - Re: Cycling in Greater Victoria and Biketoria

POST TO	General	POSTED
COPY TO	SH/HM	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WRITER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION		
REPORT	<input type="checkbox"/>	
FOR	_____	
ACKNOWLEDGED:	_____	

From: Ryan Nicoll [REDACTED]
To: <council@saanich.ca>
Date: 12/16/2016 3:11 PM
Subject: Re: Cycling in Greater Victoria and Biketoria

Hello Saanich Councillors,

I understand that the bike lane along Shelbourne street has been approved. I am very excited and grateful to hear such positive news. This is a welcome and wonderful development for our community. Thank you for your support and vision!

Best regards,

Ryan Nicoll, PEng

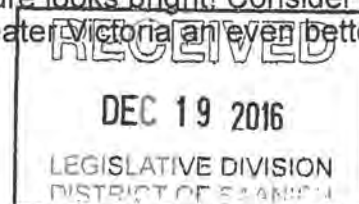


On Tue, Nov 22, 2016 at 6:53 PM, Ryan Nicoll [REDACTED] > wrote:
Hello Saanich Councillors:

I'm born and raised in Saanich. I love to bike. It's cheap, keeps me in shape (mentally+physically), it's great for the environment, and gets me and my wife out in nature. I went to school at UVIC. I started, own, and run an international ocean engineering consulting company, with 50% employees with graduate level education based in Victoria. Cycling is in our corporate culture, and we all rely on safe cycle routes to work. Most of us are less than 30min away by bike. Some employees coming from View Royal commute to James Bay faster than by car due to the efficiency of the Galloping Goose trail.

It's so easy to stop by the library, bank, or shops on a bike as you always get parking right in front of your stop. In the future, I hope to cycle my children to school, the many parks around Greater Victoria, and visit Grandparents in Cordova Bay. I am so proud of what we have in Greater Victoria now but I see so much more that could be done. Shelbourne street could be a major cycling conduit from UVIC and Gordon Head and it needs funding to move forward today.

I hope you're as excited as I am about the possibilities: more people, more economic activity, less traffic congestion, better health and quality of life - the future looks bright! Consider what GVCC has put a lot of thought into in making Saanich and Greater Victoria an even better place to live.



Please don't hesitate to contact me if you have any questions or comments.

Respectfully yours,

Ryan Nicoll, PEng

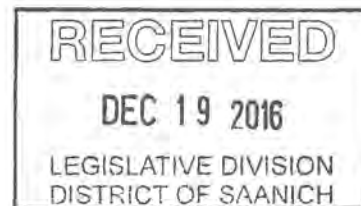


Council - Shelbourne St corridor

From: Wayne MacDonald
To: "council@saanich.ca" <council@saanich.ca>
Date: 12/16/2016 12:47 PM
Subject: Shelbourne St corridor

POST TO <i>General</i>	POSTED
COPY TO <i>SH/HP</i>	
INFORMATION	<input checked="" type="checkbox"/>
REPLY TO WRITER	<input type="checkbox"/>
COPY RESPONSE TO LEGISLATIVE DIVISION	
REPORT	<input type="checkbox"/>
FOR _____	
ACKNOWLEDGED: <i>—</i>	

Thanks for improving cycling infrastructure. Wayne MacDonald



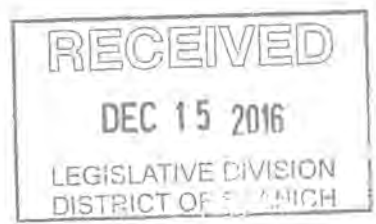
Council - Thank you for bike lanes.

From: Mikael Jansson [REDACTED]
To: "council@saanich.ca" <council@saanich.ca>
Date: 12/15/2016 7:00 AM
Subject: Thank you for bike lanes.

POST TO	General	POSTED
COPY TO	HM/SH	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WRITER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
SUPPORT FOR		
ACKNOWLEDGED:		

This makes a difference to my life every day.

Cheers,
Mikael



Council - Shelbourne bicycle lanes

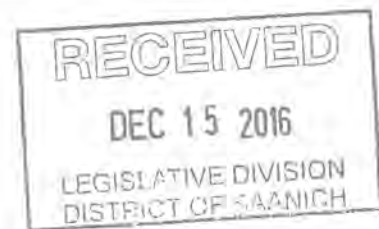
From: "lasse.tammilehto" [REDACTED]
To: <council@saanich.ca>
Date: 12/15/2016 3:26 AM
Subject: Shelbourne bicycle lanes

POST TO	General	POSTED
COPY TO	SH/HM	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WRITER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
REPORT FOR		
ACKNOWLEDGED:		

I want to say thank you for listening and understanding how important it is to build safe infrastructure to enable people to ride with their bicycles to and from work safely, without competition with buses, trucks and cars.

Yours truly,
Lasse Tammilehto
Saanich

Sent from my Samsung device



Council - Thank you

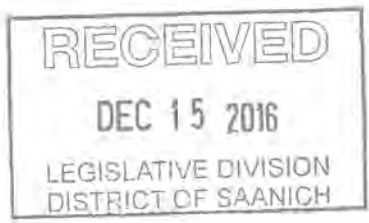
From: Chelsea Vignola [REDACTED]
To: "council@saanich.ca" <council@saanich.ca>
Date: 12/14/2016 11:53 PM
Subject: Thank you

POST TO	General	POSTED
COPY TO	SH/HM	
INFORMATION	<input checked="" type="checkbox"/>	
ONLY TO WRITER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
REPORT	<input type="checkbox"/>	
FOR		
ACKNOWLEDGED:	-	

This is just a quick note to say thanks very much for approving bike lanes for Shelbourne St. I am very happy and I think they will be a great addition to our existing infrastructure herein Victoria. I know they will get a lot of use and will keep cyclists safe.

Keep up the good work, and happy holidays! 🍷

Chelsea Vignola

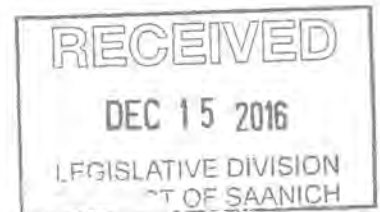


2310-20SVR0

From: Tybring Hemphill [REDACTED]
To: <council@saanich.ca>
Date: 12/14/2016 10:26 PM
Subject: approved bike lanes....thank you!!

POST TO	General	POSTED
COPY TO	SH/HM	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WRITER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION		
REPORT	<input type="checkbox"/>	
FOR		
ACKNOWLEDGED:		

I am a person who drives a car, rides a bike, and walks. I am so happy that you have passed the motion for separated bike lanes along Shelbourne. This is a courageous, forward thinking decision, that will improve our city.
 Thank you for thinking of the long term future of Victoria.
 Beth Murray



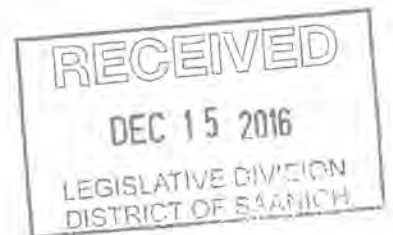
Council - Thank You!!

From: Douglas Marks - [REDACTED]
To: <council@saanich.ca>
Date: 12/14/2016 10:17 PM
Subject: Thank You!!

POST TO	General	POSTED
COPY TO	SH/HM	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WRITER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
REPORT	<input type="checkbox"/>	
FOR		
ACKNOWLEDGED:	<input checked="" type="checkbox"/>	

As a cyclist who lives on Newton St, I send a heartfelt thank you for approving the new bike-friendly Shelbourne Corridor. Saanich City Council is to be commended for its progressive approach to transportation issues.

Again many thanks!
Doug Marks
Newton St

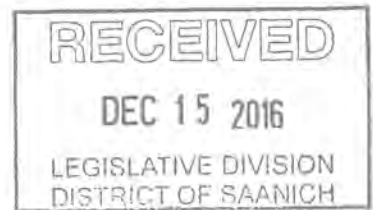


3310-20 SVAP

From: Sue Brown [REDACTED]
To: <council@saanich.ca>
Date: 12/14/2016 9:27 PM
Subject: Thank you

ST (3)	General	POSTED
ON TO	SH/HM	
REMARKS	<input checked="" type="checkbox"/>	
TO REGISTER	<input type="checkbox"/>	
RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
ACKNOWLEDGED:		

Hello councillors,
 I want to thank you for moving your district into a better form of transportation with the separate bicycle lanes on Shelbourne. You showed leadership and showed a great example to other municipalities. Well done.
 Sincerely yours,
 Sue Brown



Council - Shelbourne bike lanes

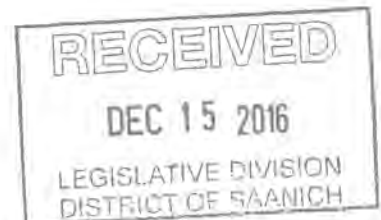
From: Marie Roulleau [REDACTED]
To: <council@saanich.ca>
Date: 12/14/2016 9:22 PM
Subject: Shelbourne bike lanes

POST TO	General	POSTED
COPY TO	SH/HM	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WINTER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
SUPPORT	<input type="checkbox"/>	
FOR		
ACKNOWLEDGED:		

Dear Saanich Council,

Thank you for passing the motion to install bike lanes along Shelbourne. Cyclists will be grateful for your vision.

Marie Roulleau
Victoria



2310-20SVAP

From: Mary Walter
To: <council@saanich.ca>
Date: 12/14/2016 8:04 PM
Subject: bike lanes on Shelbourne

POST TO	General	POSTED
COPY TO	SH/HM	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WALTER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
REPORT FOR	<input type="checkbox"/>	

Thank you for making this a reality. It is good for our city and the environment and each safer for bikers.

Sincerely,
Polly Walter

RECEIVED
 DEC 15 2016
 LEGISLATIVE DIVISION
 DISTRICT OF SAANICH

2310-20 SYM P

From: Maureen Scott [REDACTED]
To: <council@saanich.ca>
CC: GVCC [REDACTED]
Date: 12/14/2016 8:02 PM
Subject: Bike lanes in saanich

POST TO	General	POSTED
COPY TO	SH/HM	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WRITER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
REPORT FOR		
ACKNOWLEDGED:		

Dear Saanich council,
 Thank you for helping to make Saanich a safer and more enjoyable city for cyclists.

Sent from my iPhone

RECEIVED
 DEC 15 2016
 LEGISLATIVE DIVISION
 DISTRICT OF SAANICH

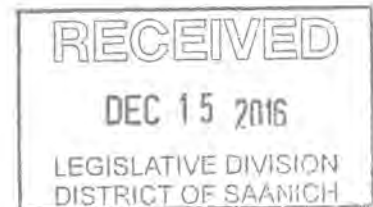
2310-203VAP

From: Lesley Ewing
To: <council@saanich.ca>
Date: 12/14/2016 7:56 PM
Subject: Shellbourne bike lanes

POST TO	General	POSTED
COPY TO	SH/HM	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WRITER	<input type="checkbox"/>	
REPORT	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION		
FOR		
ACKNOWLEDGED:		

On behalf of cyclists and pedestrians throughout Greater Victoria, thank you for approving this major upgrade.

Sent from my phone.



2310-205VAD

Council - Separated Bike Lanes on Shelbourne

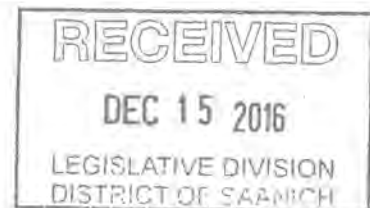
From: sofie campbell [REDACTED]
To: "council@saanich.ca" <council@saanich.ca>
Date: 12/14/2016 7:55 PM
Subject: Separated Bike Lanes on Shelbourne

POST TO	general	POSTED
COPY TO	SH/HM	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WRITER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
REPORT	<input type="checkbox"/>	
FOR		
ACKNOWLEDGED:		

Hello!

I am part of the GVCC and I want to thank you for your commitment to bike safety and sustainable transport in Victoria by passing the motion to have separated bike lanes installed on Shelbourne Street. I look forward to seeing these come into fruition!

Sofie Campbell
Cordova Bay Resident



Council - Thanks for the Shelbourne Bike Lane Support!

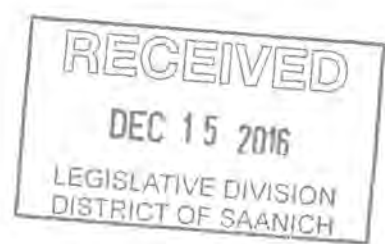
From: Glenys Verhulst [REDACTED]
To: <council@saanich.ca>
Date: 12/14/2016 7:46 PM
Subject: Thanks for the Shelbourne Bike Lane Support!

POST TO	General	POSTED
COPY TO	SH/AM	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WRITER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
REPORT FOR	<input type="checkbox"/>	
ACKNOWLEDGED:	-	

Hello Saanich Councillors,

This is just a quick note to say thanks for supporting bike lanes on Shelbourne. I look forward to riding them soon!

Best,
Glenys Verhulst
[REDACTED]



2210-20 JAP.
1220-20

Clerksec - RE: Opposed to further narrowing Shelbourne

POST TO	General	POSTED	Dec 19
COPY TO	SH/AM		
INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>		
FOR			
ACKNOWLEDGED			

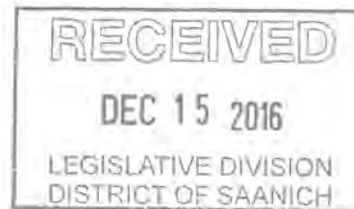
From: "Weldon/Wolkowicz" [REDACTED]
To: "WELDON WOLKOWICZ" [REDACTED] <clerksec@saanich.ca>
Date: 12/14/2016 2:04 PM
Subject: RE: Opposed to further narrowing Shelbourne
CC: [REDACTED]

Gloria, I was so annoyed by this news that I took time to send a letter while we were at sea. Copied you but obviously didn't have your most up to date e-address with me, as it was returned to me from your server.

See below

Pat

From: WELDON WOLKOWICZ [REDACTED]
Sent: December 2, 2016 4:38 PM
To: clerksec@saanich.ca
Cc: [REDACTED]
Subject: Opposed to further narrowing Shelbourne



To whom it may concern

RE: Narrowing Shelbourne between McKenzie and Torquay

In response to your request for public comment prior to the December 5th meeting on this issue, here is our letter.

We strongly oppose Shelbourne lane narrowing between McKenzie and Torquay. In fact, we oppose narrowing ANY part of Shelbourne. We strongly argue that the Shelbourne corridor, and Saanich as a whole, will be more viable

- if cyclists have a separate corridor,
- if sidewalks and cross walks are improved for pedestrians,
- if public transit service is enhanced, and
- if a four lane (2 +2) corridor is maintained for buses, taxis, emergency vehicles, delivery /commercial vehicles and personal vehicles. Timing traffic lights better throughout the day will also help smooth traffic flow, thus reducing vehicle emissions.

Moving from general to specific concerns about this proposal:

1. We need a proper evacuation/ emergency response route in our end of the city, and Shelbourne is the logical choice. For example, Saanich's greatest risk of wildfire in built up neighbourhoods is

around Mount Doug. A major wildfire there could make Cedar Hill and Blenkinsop impassible. If Shelbourne is only one lane wide in each direction, both evacuation and emergency response will be in jeopardy.

2. The official planning objective of higher residential and commercial density for Shelbourne would support better transit services. The important thing is to keep open two lanes in both directions so that buses can travel efficiently including during peak traffic hours. Otherwise, commuters give up taking the bus, and return to driving vehicles. Trying to make space for bikes on that section (or any section) of Shelbourne will hobble the transportation (buses and vehicles) other residents use. Those users far outnumber cyclists 24/7, year round, even during ideal summer weather when cyclists are most likely to be out and about.

3. Narrowing Shelbourne would seem to enhance services for cyclists . But it will NOT make the roads substantially safer for them. There is no way to create a safe, unbroken cycling corridor on Shelbourne without prohibiting any use of personal vehicles other than bicycles. This is why a separate cycling corridor is the best way to encourage cycling while at the same time preserving a safe, efficient conventional arterial road that will be more and more in demand as residential density increases and commercial enterprise expands. Shelbourne has already been narrowed by the addition of parking spaces between McKenzie and Torquay. The proposal for further narrowing is a lose-lose-lose proposition.

To conclude:

Proper cycling infrastructure takes money. It may seem cost effective to create a cycling corridor using existing lanes of a major thoroughfare, but that is false economy. It will create an inferior, make-do cycling path that is far from safe for riders. At the same time, it will degrade a major thoroughfare to the functional level of a side street. And it does nothing to enhance service for every

other user of that corridor: pedestrians, personal vehicle owners, and operators of commercial, transit and service / emergency vehicles. Once Shelbourne is reduced to one lane in most blocks, where will all the traffic go when there is a need for road maintenance?

We are frustrated that city council cannot seem to see the larger picture.

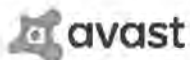
The proposal undermines almost every objective of the official plan. But perhaps priorities have shifted. If the new objective is to undermine the current community plan for the Shelbourne corridor and create an imminent transportation nightmare, then further narrowing the roadway is absolutely the best way forward. It will inflict maximum public pain at relatively minor public expense, without materially improving safety for cyclists.

P. Weldon and Michael Wolkowicz

Michelle Place

Saanich

Sent from my iPad



This email has been checked for viruses by Avast antivirus software.

www.avast.com

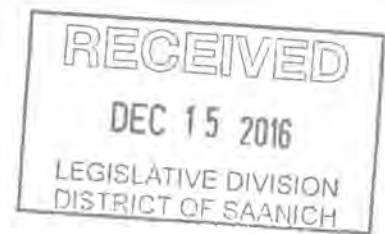
2310-20 SVAP

Council - Bike lanes on Shelbourne

From: Elana Angus <[REDACTED]>
To: <council@saanich.ca>
Date: 12/14/2016 7:26 PM
Subject: Bike lanes on Shelbourne

POST TO	General	POSTED
COPY TO	SH/HM	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WRITER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
REPORT FOR	<input type="checkbox"/>	
ACKNOWLEDGED:	-	

Thanks you!



2310-20SVAP

Clerksec - Re: Website Feedback

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COPY TO	SH/HM	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WANTED	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
IMPORT FOR		
ACKNOWLEDGED:	BIM.	

From: Trisha Hicke
To: Clerksec
Date: 12/13/2016 1:30 PM
Subject: Re: Website Feedback

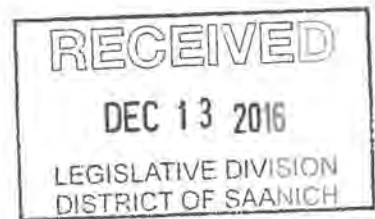
Hi,

Please see the email below from a Saanich Resident regarding the decision on bike lanes on Shelbourne Street.

Thanks,
Trish

Customer Service Representative
Municipal Hall Reception
District of Saanich
770 Vernon Ave
Victoria, BC V8X 2W7

t. 250.475.1775 (external) | 3499 (internal)
e. trisha.hicke@saanich.ca
w. saanich.ca



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Please consider the environment before printing this e-mail.

>>> [redacted] 12/13/2016 1:25 PM >>>

Name Ed Pickard
E-mail Address [redacted]
Phone Number Not provided
Address [redacted] Rowley Rd.
Message

Hi Council members

How rare it is to have the Mayor as the only council member with good sense - in the days of Frank Leonard, the opposite was true.

Your recent decision to remove automobile traffic lanes and install bike lanes on Shelbourne, before first improving transit and seeing how that worked out, is particularly moronic.

If there are any candidates in the next municipal election whose sole promise is to restore the automobile lanes to what they presently are, they will get my vote.

2310-20 SVAP
1220 20

From: Whitney Laughlin [redacted]
To: <council@saanich.ca>
Date: 12/15/2016 1:11 PM
Subject: Thank you

Yay on the bike lanes!!

Many thanks,

Whitney Laughlin
Avid [redacted] year-old cyclist

General		POSTED
COPY TO	SH/HMV	Dec 19
INFORMATION	<input checked="" type="checkbox"/>	
COPY TO WEBSTER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
REPORT FOR		
ACKNOWLEDGED:	BIM DEC 19	

RECEIVED
 DEC 15 2016
 LEGISLATIVE DIVISION

2310-20SVAP

Recipient Richard Atwell
Topic bike lanes
Name Andrew Godon
E-mail Address [REDACTED]
Phone Number [REDACTED]
Message

POST TO: GEN-SVAP DEC 13 2016
 COPY TO: SH
 INFORMATION
 REPLY TO WANTED
 COPY RESPONSE TO LEGISLATIVE DIVISION
 REPORT FOR _____
 ACKNOWLEDGED: _____

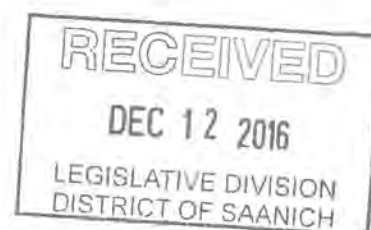
I wish to applaud the approval of funding for bike lanes on Shelbourne St by the municipality of Saanich. This will be a vital link for active transportation in your municipality. As a dedicated cyclist, I often use Shelbourne St but, for less experienced or more timid cyclists, that's a terrifying piece of road. I hope that your efforts to create safe cycling infrastructure will be rewarded by a significant increase in cycling.

I do have some misgivings however. I feel that, unless cyclists are physically separated from cars for the entire length of the planned upgrade, it will be only marginally successful in terms of increased use. Paint on the road is an insufficient barrier and will not induce timid cyclists onto the road. A case in point are the bike lanes on McKenzie. All that's needed from Quadra to UVIC are bollards on the outside of the lane to provide a physical barrier between bikes and cars. Simple and cheap. Naturally, there would have to be accommodation for driveways but surely that's surmountable. As it is, the bike lanes on that section of McKenzie are underused and the design of the road promotes high speed traffic, a deterrent for cyclists.

One other question: why did you not vote in favour of bike lanes on Shelbourne?

Please share this with council.

Thank you



230-20 SVAP

Council - Re: Website Feedback

POST TO	Palmer	POSTED	DEC 13 2016
COPY TO	HM		
INFORMATION	<input type="checkbox"/>		
REPLY TO WEBSTER	<input checked="" type="checkbox"/>		
COPY RESPONSE TO LEGISLATIVE DIVISION			
REPORT FOR	<input type="checkbox"/>		
ACKNOWLEDGED:	f		

From: Melanie Palmer
To: council
Date: 12/12/2016 9:50 AM
Subject: Re: Website Feedback
CC: Reception; TransportationEng

Good morning,

This resident may have some concerns and possible feedback surrounding the Active Transportation Plan, but may also be interested in hearing from a member of council.

Regards,

Melanie

Melanie Palmer
 Customer Service Representative
 Municipal Hall Reception
 District of Saanich
 770 Vernon Ave
 Victoria, BC V8X 2W7

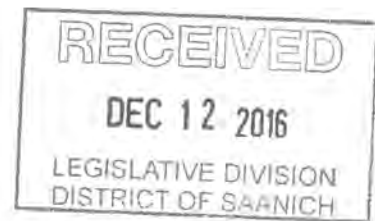
T. 250 475 1775 (external) | 3499 (internal)
melanie_palmer@saanich.ca
saanich.ca

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Please consider the environment before printing this e-mail

>>> [redacted] > 12/11/2016 9:27 AM >>>

Name Donna. Schaddelee
E-mail Address [redacted]
Phone Number [redacted]
Address [redacted] parker ave.
Message



Why is the council allowing the streets to be blocked up by so many bicycle lanes?
 You allow people to fill up there property's with additional building (which) adds more Vehicles to the road ways, your infilling every where,BUT. Peopled cannot get from A.to B Because you have not kept up with the infra structure. I am a senior driving seniors, and We as solid tax paying citizens are not about to try and start to ride a bike at this time of our lives. Plus the bus is to far away to be viable.
 Now you are about to plug up Shelbourne St . Good grief are you people nuts???????

2310-20 SVAP

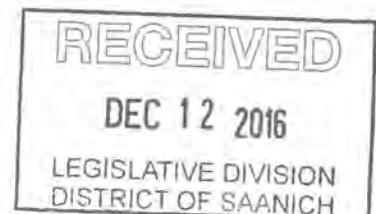
Council - Bike Lanes on Shelbourne

From: Mike Day [REDACTED]
To: "council@saanich.ca" <council@saanich.ca>
Date: 12/11/2016 7:27 PM
Subject: Bike Lanes on Shelbourne

POST TO	Gen-SVAP	POSTED
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REPLY TO WRITER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
REPORT FOR		
ACKNOWLEDGED:	PLM ✓	f

Council - it was with great remorse that I read that you had approved the Shelbourne bike lane proposal. I thought only the Victoria Council had succumbed to an unreasoned love affair with bicycles. Let me note that I biked to work for the last 20 years of my working career, and not just in the summer time. I know what its like sharing the roads with cars & busses. Yes you have to be careful on your bike, but that's okay. One thing I never did was bike on the road on Shelbourne from North Dairy thru Pear St - too many cars and too narrow lanes. I'd divert to Richmond and Dean. That's one of the great things about biking, you have flexibility. I'm retired now and have given up the bike, and like the large majority of Saanich residents use my car. The disruption to car travel on McKenzie west from Gordon Head Rd since it was one laned to allow a bike lane is noteworthy. The tie ups for car travel west on Cedar Hill X-road approaching Shelbourne now that it too has been "bikeified", is appalling. And now you're going to do the same to Shelbourne which has much more car traffic than Cedar Hill X! Pointing at the 4 lane sections on Shelbourne is a red herring - the 2 lane sections will define the roads throughput and it is going to be ugly. Bike riders are a small minority of commuters - why are they being favored so unreasonably?

Mike Day



2316-20 SVAP

From: Wale Family [redacted]
To: <council@saanich.ca>
Date: 12/11/2016 8:27 AM
Subject: Feedback on the Shelbourne Bike Lane Decision

Hello

I have been a Saanich resident for the past 18 years. After reading in the paper this morning about the plan for bike lanes on Shelbourne St., I felt compelled to write council to say thank you.

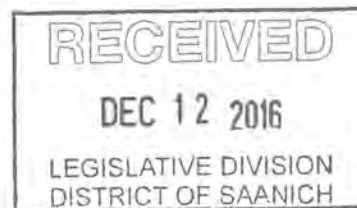
Our family has two cars that we used frequently. We also have bikes. But the roads near where we live are generally not safe enough for my wife and I to feel comfortable with our kids cycling on nearby streets. Although I commute to work downtown year round on my bike (I do it because it's great exercise, low cost and great for the environment), I ride up and down hilly Richmond because riding on Shelbourne Street - a flat, straight road in a valley - would be too risky. Even on Richmond, it can be a bit of a harrowing experience at times if any big trucks pass by me.

I know council might receive some flak from drivers about the decision to build bike lanes along Shelbourne. But please know you also have a lot of gratitude from others for making a decision that makes Saanich a healthier and better place to live in. We can't build our way out of traffic congestion. It just means more and more road surfaces; more and more cars. You are on the right track by encouraging walking and cycling.

Thanks again.

- James Wale (resident at [redacted] Kingsberry Crescent).

POST TO: Gen-SVAP	POSTED
COPY TO: SH	DEC 13 2016
INFORMATION	<input checked="" type="checkbox"/>
REPLY TO WRITER	<input type="checkbox"/>
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>
REPORT FOR	<input type="checkbox"/>
ACKNOWLEDGED: BLM	F



14912-104-0110
ref. 5276-20



The Corporation of the District of Saanich

Mayor
Councillors
Administrator
Council
Administrative
Media
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Report

To: Mayor and Council
From: Harley Machielse, Director of Engineering
Date: 3/14/2017
Subject: Contract Extension for Consulting Engineering and Contract Administration for 2016 Waterworks Capital Projects

RECOMMENDATION

That the award of RFP 12/15 **Consulting Engineering Services – Detailed Design 2016 Waterworks Capital Projects** be confirmed by Council for a total of \$280,000 (exclusive of taxes) subject to change orders within the approved budget.

PURPOSE

The purpose of this report is to request approval to increase the award for **Consulting Engineering and Contract Administration for 2016 Waterworks and Capital Projects** services with Parsons Inc. to \$280,000 as required under the Signing Authority Bylaw and Purchasing Policy.

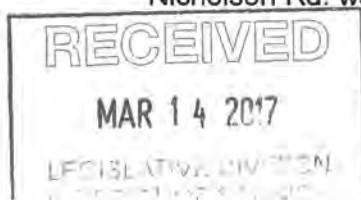
DISCUSSION

Request for Proposal RFP 12/15 **Consulting Engineering Services – Detailed Design 2016 Waterworks Capital Projects** was awarded to Parsons Inc. in May 2015 for the 2016 Detailed Design Consulting Services for the replacement of asbestos cement and cast iron water mains in multiple locations within the District. This RFP contained the option for construction administration, inspection services and records drawings, if requested and at the discretion of the District.

The original resulting contract for the Detailed Design of 2016 Waterworks and Capital Projects with approved increases was approximately \$90,000 (plus GST). This award was approved by Engineering staff in accordance with Saanich's signing authority levels and the administrative purchasing policy.

The District of Saanich has exercised the optional construction administration, inspection services and records for Grange/Lavender Ave watermain upgrade; Quadra-Rogers St. to Nicholson Rd. watermain and sanitary sewer upgrade. The addition of this work and longer than

**CM
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anticipated construction periods for these projects has resulted in total engineering fees for the overall program of works estimated to exceed the \$200,000 threshold. Funds for the detailed design portion have been fully spent, while fees for construction administration are partially spent but committed through the purchase order process. The program has currently committed engineering services of approximately \$238,000.

In addition, staff recommend exercising the option for Construction Administration services for other locations designed through the original RFP and planned for 2017 construction. This will further increase the funds required under this program to approximately \$280,000. Engineering is requesting authority from Council to increase the expenditure authorized under this contract.

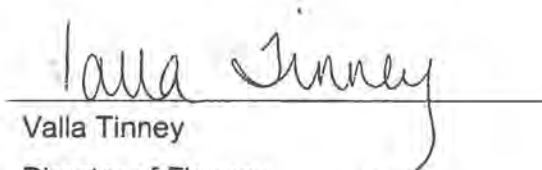
FINANCIAL IMPLICATIONS

Funding for these services are available in the Water Utility Capital budget.

Prepared by


Harley Machielse
Director of Engineering

Reviewed by


Valla Tinney
Director of Finance

CM

ADMINISTRATOR'S COMMENTS:

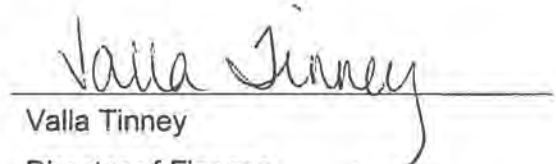
I endorse the recommendation from the Director of Engineering.


Paul Thorkelsson, Administrator

FINANCIAL IMPLICATIONS

Funding for this work is available in the Transportation and Sewer Utility Capital budgets.

Prepared by 
Harley Machielse
Director of Engineering

Reviewed by 
Valla Tinney
Director of Finance

CM

ADMINISTRATOR'S COMMENTS:

I endorse the recommendation from the Director of Engineering.


Paul Thorkeleson, Administrator

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2/11 5230-30



The Corporation of the District of Saanich

Report

Mayor
Councillors
Administrator

Council
Administration
Media
Vendor *W*

To: Mayor and Council
From: Harley Machielse, Director of Engineering
Date: 3/15/2017
Subject: Award of Tender # 03/17 Traffic Control Services

RECOMMENDATION

That Council approve the award of Tender # 03/17 Traffic Control Services to **Western Traffic Ltd.**, who submitted a bid of \$93,225 (based on annual estimated quantities and excluding GST).

PURPOSE

The purpose of this report is to request approval to award Tender # 03/17 Traffic Control Services for the initial one (1) year term, with an option to renew for two (2) additional one (1) year terms upon mutual agreement.

DISCUSSION

A tender was issued for "as and when requested" traffic control services used by the District's Street Operations and other sections over the course of their annual operations. The tender items and quantities are based on an annual forecast.

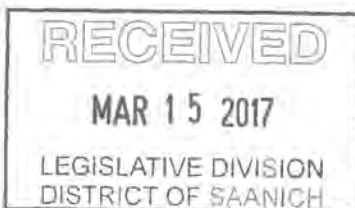
Two compliant responses were received from the following vendors (price based on one year estimated quantities rounded to the nearest dollar and excluding GST):

Western Traffic Ltd.	\$93,225
Domcor Traffic Control International Inc.	\$96,367

FINANCIAL IMPLICATIONS

If all options are exercised, the value may exceed \$200,000 threshold, thus requiring Council approval.

Funding for this work is available in the Utility and Engineering budgets.



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D.3


Prepared by



Harley Machielse

Director of Engineering

Reviewed by



Valla Tinney

Director of Finance

ADMINISTRATOR'S COMMENTS:

I endorse the recommendation from the Director of Engineering.



Paul Thorkeisson, Administrator

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The Corporation of the District of Saanich

Report

Mayor
Councillors
Administrator
Council
Administrator
Media
Vendore Ph

To: Mayor and Council
From: Harley Machielse, Director of Engineering
Date: 3/17/2017
Subject: Award of Tender #04/17 2016 Open Cut Storm and Sanitary Replacement

RECOMMENDATION

That Council approve the award, plus change orders within budget, of **Tender #04/17 2016 Open Cut Storm and Sanitary Replacement to Brunnell Construction Ltd.** who submitted a bid of \$1,748,957 (excluding GST).

PURPOSE

The purpose of this report is to request approval to award **Tender #04/17 2016 Open Cut Storm and Sanitary Replacement.**

DISCUSSION

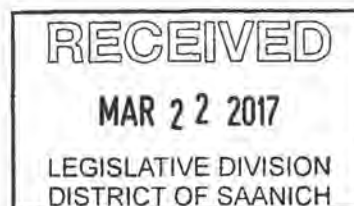
A tender was issued for the supply of all materials, equipment, labour and services necessary for the replacement of sanitary sewer mains at four (4) separate locations as well as replacement of storm drain mains at three (3) of these locations. Also included are service connection replacements on pipe segments that will be lined by others in a future contract. All proposed replacements use an open-cut method of construction.

Locations include:

- Whittier/Tennyson Storm Drain and Sanitary Sewer Replacement - in the vicinity of Ardersier Road and Tennyson Avenue.
- Bellevue Sanitary Sewer and Storm Drain Services Replacement - between Bellevue Road and Cook Street.
- Hampton Storm Drain and Sanitary Sewer Replacement - between Hampton Road and Lurline Avenue, west of Wascana Street.
- Richmond Sanitary Sewer Replacement - between Cedar Hill Cross Road and Pear Street.

Three compliant responses were received from the following vendors (rounded to the nearest dollar and excluding GST):

- **Brunnell Constructon Ltd.** \$1,746,957
- Don Mann Excavating Ltd. \$1,994,319
- Ralmax Contracting Ltd. \$2,643,829



CM
D.4

FINANCIAL IMPLICATIONS

Funding for this work is available in the Sewer Utility and Drainage Capital budgets.

Prepared by 
Harley Machielse
Director of Engineering

Reviewed by 
Valla Tinney
Director of Finance

CM

ADMINISTRATOR'S COMMENTS:

I endorse the recommendation from the Director of Engineering.


Paul Thorkeisson, Administrator



The Corporation of the District of Saanich

Report

To: Mayor and Council
From: Harley Machielse, Director of Engineering
Date: 3/17/2016
Subject: Award of Tender # 05/17 Waterworks Fittings

Mayor
Councillors
Administrator
 Council Administrator
Media
Vendor *MM*

RECOMMENDATION

That Council approve the award of **Tender # 05/17 Waterworks Fittings**, for goods as and when ordered, to the Vendors as listed in the following table.

Sections	Description	Vendor	Estimated Annual Value (estimated quantities excluding taxes)
A, B, C, D, H, I	<ul style="list-style-type: none"> • Valves • Hydrants • Fittings • Corporate Brass • Resetters 1" • Resetters 1-1/2" and 2" 	Emco Corporation Ltd. "Waterworks"	\$232,130.90
E, F, M	<ul style="list-style-type: none"> • Couplings • Service Saddles • Meter Couplings 	Andrew Sheret Limited.	\$40,968.53
G, J, K, L	<ul style="list-style-type: none"> • Repair Clamps • Restrainers • Tapping Sleeves • Air Valves 	Fred Surridge Ltd.	\$61,552.03
Total Estimated Annual Value			\$334,651.46

PURPOSE

The purpose of this report is to request approval to award **Tender # 05/17 Waterworks Fittings** for the initial term ending on March 31, 2018, with an option to renew for one (1) additional one (1) year term upon mutual agreement.

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 62 LEGISLATIVE DIVISION
 DISTRICT OF SAANICH

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DISCUSSION

A Tender was issued for the supply and delivery of a variety of fittings, valves, hydrants and service saddles used by Waterworks over the course of their annual maintenance and repair programs as and when requested. The Tender was structured so that the various sections may be awarded separately to maximize best value.

Six compliant bids were received:

- Andrew Sheret Limited.
- Flocor Inc.
- Corix Water Products
- Four Star Waterworks Ltd.
- Fred Surridge Ltd.
- Emco Corporation Ltd. "Waterworks"

The sections of the tender were evaluated on the combined criteria of specification compliance of brand and parts offered, and price. The annual projected value is approximately \$334,651 (excluding taxes).

FINANCIAL IMPLICATIONS

The weighted average increase is 6% over the unit prices in 2016. This increase is attributable to manufacturing cost increase and US exchange rate fluctuation. Funding for the Waterworks fittings is available in the Water Utility budget.

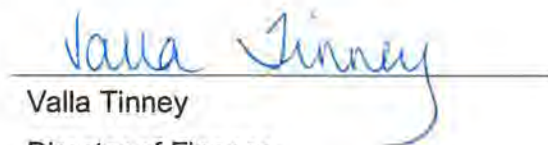
Prepared by



Harley Machielse

Director of Engineering

Reviewed by



Valla Tinney

Director of Finance

ADMINISTRATOR'S COMMENTS:

I endorse the recommendation from the Director of Engineering.



Paul Thorpe, Administrator



The Corporation of the District of Saanich

Mayor
Councillors
Administrator
Council
Administrator
Media
Wendy Doh

Report

To: Mayor and Council
From: Harley Machielse, Director of Engineering
Date: 3/17/2017
Subject: Award of Tender #06/17 – Asphalt Paving Works

RECOMMENDATION

That Council approve the award of **Tender 06/17 Asphalt Paving Works to Island Asphalt Company (Division of O.K. Industries Ltd.)**, who submitted a bid of \$1,705,138 (based on estimated quantities and excluding GST).

PURPOSE

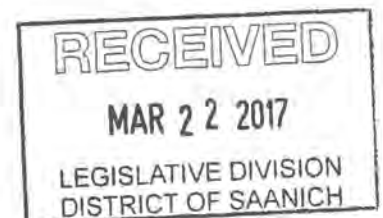
The purpose of this report is to request approval to award **Tender #06/17 - Asphalt Paving Works** for the period ending February 28, 2018.

DISCUSSION

A tender was issued for "as and when requested" Asphalt Paving Works based on the general specifications and locations provided.

The scope of work to be completed under this project includes improvements to the transportation network, and resurfacing of roadways. Roadways which are planned to receive some improvements under this tender include:

- o Blanshard/Ravine/Vernon
- o Prospect Lake Road
- o Blenkinsop Road
- o Quadra Street
- o Brookleigh Road
- o Reynolds Road
- o Carey Road @ Galloping Goose Trail
- o Saanich Road
- o Cedar Hill Road
- o Tillicum Road
- o Dean Avenue
- o Union Road
- o Haliburton Road
- o West Saanich Road
- o Jamaica Road
- o Woodley Avenue
- o McKenzie Avenue
- o Wyndeatte Avenue
- o Oldfield Road



Two compliant responses were received from the following vendors (price based on estimated quantities rounded to the nearest dollar and excluding GST):


**CM
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Island Asphalt Company (Division of O.K. Industries Ltd.)	\$ 1,705,138
Capital City Paving Ltd.	\$ 1,767,647

FINANCIAL IMPLICATIONS

The weighted average increase is 0% over the unit prices in 2016. Funding for this contract is available in the Engineering Capital budget.

Prepared by



Harley Machielse
Director of Engineering

Reviewed by



Valla Tinney
Director of Finance

ADMINISTRATOR'S COMMENTS:

I endorse the recommendation of the Director of Engineering.



Paul Thorkelsson, Administrator



The Corporation of the District of Saanich

Mayor
Councillors
Administrator

Council
Administrator
Media
Vendor JH

Report

To: Mayor and Council

From: Harley Machielse, Director of Engineering

Date: 3/17/2017

Subject: Award of Tender #07/17 - Construction of Concrete Works

RECOMMENDATION

That Council approve the award of **Tender #07/17 Construction of Concrete Works** to **Island Asphalt Company (Division of O.K. Industries Ltd.)**, who submitted a bid of \$995,875 (based on estimated quantities and excluding GST).

PURPOSE

The purpose of this report is to request approval to award **Tender #07/17 - Construction of Concrete Works** for the period ending April 30, 2018.

DISCUSSION

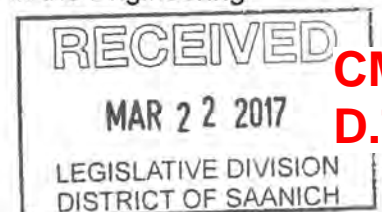
A tender was issued for "as and when requested" Construction of Concrete works based on the general specifications and locations provided. Approximately 2900 meters of new or replacement sidewalk and 2500 meters of various curb and gutter are expected to be built through the duration of this contract.

Two compliant responses were received from the following vendors (price based on estimated quantities rounded to the nearest dollar and excluding GST):


Island Asphalt Company (Division of O.K. Industries Ltd.)	\$ 995,875
Lafarge Canada Inc. dba Island Slipform	\$ 1,079,300

FINANCIAL IMPLICATIONS

The weighted average increase is 7% over the unit prices in 2016. This increase is attributable to wage and material cost increases. Funding for this contract is available in the Engineering and Utility Capital budgets.




Prepared by



Harley Machielse
Director of Engineering

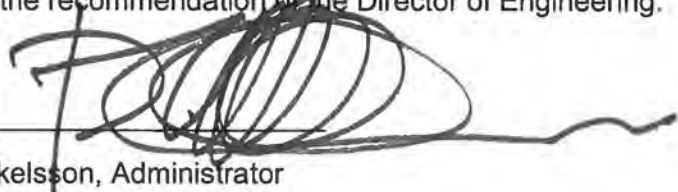
Reviewed by



Valla Tinney
Director of Finance

ADMINISTRATOR'S COMMENTS:

I endorse the recommendation of the Director of Engineering.



Paul Thorkelsson, Administrator

1410-04270
ref 5370-30



The Corporation of the District of Saanich

Mayor
Councillors
Administrator

Council
Administration
Media
Vendor DN

Report

To: Mayor and Council
From: Harley Machielse, Director of Engineering
Date: 3/17/2017
Subject: Award of Tender #08/17 – Cold Asphalt Milling

RECOMMENDATION

That Council approve the award of **Tender #08/17 Cold Asphalt Milling to Capital City Paving Ltd.**, who submitted a bid of \$631,600 (based on estimated quantities and excluding GST).

PURPOSE

The purpose of this report is to request approval to award **Tender #08/17 - Cold Asphalt Milling** for the period ending February 28, 2018.

DISCUSSION

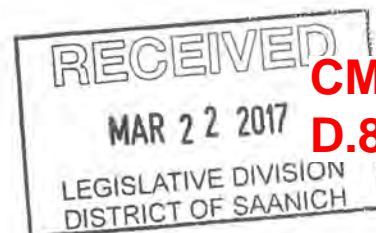
A tender was issued for "as and when requested" provision of cold asphalt milling for road maintenance projects and trench restoration based on the general specifications and locations provided.

Two compliant responses were received from the following vendors (price based on estimated quantities rounded to the nearest dollar and excluding GST):

Capital City Paving Ltd.	\$ 631,600
Island Asphalt Company (Division of O.K. Industries Ltd.)	\$ 675,400

FINANCIAL IMPLICATIONS

The weighted average increase is 5% over the unit prices in 2016. This increase is attributable to wage and mobilization cost increases. Funding for this contract is available in the Engineering Capital budgets.



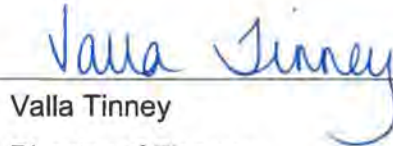
Prepared by



Harley Machielse

Director of Engineering

Reviewed by



Valla Tinney

Director of Finance

ADMINISTRATOR'S COMMENTS:

I endorse the recommendation of the Director of Engineering.



Paul Thorkeisson, Administrator



The Corporation of the District of Saanich

Report

To: Mayor and Council
From: Suzanne Samborski, Director of Parks and Recreation
Laura Ciarniello, Director of Corporate Services
Date: March 22, 2017
Subject: Award of RFP #06/17 – Parks and Recreation Enterprise System Replacement Project

Mayor Councillors Administrator

Council Administrator Media

RECOMMENDATION

That Council approve the award, subject to successful contract negotiations and change orders within approved budget, of Request For Proposal (RFP) #06/17 Parks and Recreation Enterprise System Replacement Project to ACTIVE Network, LLC for an estimated cost of \$772,850.45 for implementation and for the first three (3) years.

PURPOSE

The purpose of this report is to award RFP # 06/17 Parks and Recreation Enterprise System Replacement Project for three (3) years after go live with the option to extend, at the District's sole discretion, for three (3) additional one-year terms.

BACKGROUND

Strategic Initiative P3a under Service Excellence in the 2015-2018 Strategic Plan includes replacement of CLASS Recreation Software.

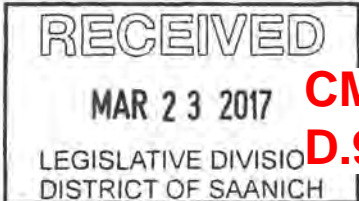
DISCUSSION

A Request for Proposal was issued for the selection of a qualified Proponent ("Contractor") to conduct systems implementation and ongoing hosting and maintenance for the replacement of the District's parks and recreation software.

The implementation services will include provision of an implementation team with specialized knowledge in system design, configuration, testing and training for each of the modules utilized by the District

Three responses were received from the following vendors:

- ACTIVE Network, LLC
Intelligenz Limited
PerfectMind Inc



Proposals were evaluated on corporate profile, project team qualifications, project approach, methodology and project plan, conceptual design feasibility, ongoing maintenance, pricing and sustainability practices. ACTIVE Network, LLC scored the highest on the combined criteria with a thorough mandatory criteria, proposal and presentation.

The implementation costs of this project are included in the 2016-2020 Financial Plan.

The ongoing proposed operating hosting and maintenance costs, and transaction fees (net of existing operating expenditures), will be incorporated into the annual Financial Plans.

Prepared by:

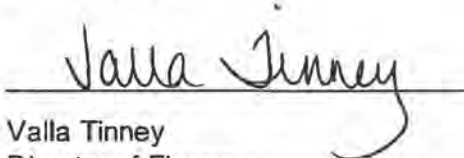


Suzanne Samborski
Director of Parks and Recreation



Laura Ciamiello
Director of Corporate Services

Reviewed by:



Valla Tinney
Director of Finance

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I endorse the recommendation of the Directors of Corporate Services and Parks and Recreation.



Paul Thorkelsson, CAO



The Corporation of the District of Saanich

Mayor
Councillors
Administrator

Council
Administration
Media

Report

To: Mayor and Council
From: Harley Machielse, Director of Engineering
Date: 3/15/2017
Subject: Goward House Lease Agreement

RECOMMENDATION

- A. That Council authorize Director of Legislative Services to amend the Goward House Society's lease to a facility-use agreement that transfers responsibility for maintenance, utilities, and major repair expenses to the municipality, and allows municipal use of the facility and grounds after regular operating hours.
- B. That Council instruct staff to include the increase in Capital and Operating budgets for Facility Operations in the 2017 Financial Plan.

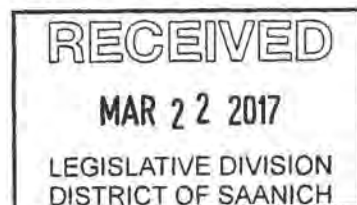
PURPOSE

The purpose of this report is to respond to Council's request to review the lease agreement and funding model for the Goward House Society.

DISCUSSION

Background

The Goward House is located at 2495 Arbutus Road. The house being a heritage landmark home and property was turned over to the District through a prearrangement with the Goward family to be used as a Senior's Activity Centre. The Goward House Society was then formed and since then has provided a vibrant activity centre combining fellowship with social, educational and special interest programs for Victoria residents aged 50 and over. Today the society provides activities to the membership such as art, tai chi and exercise classes, a writing club, book club, billiards, bridge, singing, languages, discussion groups, and craft groups. The society also offers educational workshops, monthly financial workshops, flu clinics, foot care and is host to monthly art exhibits. They also provide a daily lunch service. The building is open Monday through Friday and has a membership of approximately 450 people. The cost for membership is \$60 per year and \$3 to \$6 per activity.



**CM
D.10**

410-04 RMA
Cred: Brian - 25 Goward House

On March 16, 2015, Council considered a report from the Director of Finance further to requests by the Goward House Society for a review of the responsibility for major repairs of Goward House. After discussion, Council motioned "that staff be directed to prepare a report on the lease agreements for municipally-owned buildings."

On December 14, 2015, Council considered a report from the Director of Legislative Services that provided information about lease agreements for municipally-owned buildings. Information provided showed there are several variations of agreements in place and if Council wanted to consider providing capital or operating assistance that the relationship of the Goward House lease agreement be changed to a management or facility-use agreement. After discussion, Council motioned "that Council not revise the provisions of the lease agreement with the Goward House Society."

On August 8, 2016, Council considered a report from Councillor Haynes that requested further consideration be given to review the lease agreement. After discussion, Council motioned "that Council direct staff to undertake a review of the lease agreement and funding model of the Goward House Society and report to Council on options for consideration."

Building Condition

A condition assessment was recently completed by Morrison Hershfield Limited to enable the Municipality to better understand the costs associated between the funding model opportunities. The assessment indicated the building is in "good condition". Goward House is a heritage designated, wood framed building originally built in 1908. The building has undergone several major renovations since then, most notably in 1991 and more recently in 2013 through an extensive exterior deck replacement. Despite the recent improvements, the total of projected construction expenditures over the next five (5) years is forecasted to be approximately \$170,000. The most notable major repair being identified was the replacement of the main cedar shingle roof.

Agreement Options

There are several approaches to a tenant agreement that can shift responsibility and oversight between the tenant and landlord. A lease agreement requires the user to maintain and clean the building and pay utility and insurance costs while a facility use agreement may share some of this responsibility.

The Goward House has requested the municipality be responsible for the maintenance, utilities, and major repair of the facility. This request shifts away from a traditional lease agreement and is more aligned with a facility use agreement where Saanich would support the ongoing maintenance of the building and its systems (i.e. electrical, mechanical, plumbing, roofing). In order to be consistent with other facility use agreements, it is also recommended that the terms of the agreement be amended to allow the Municipality use of the building and property, outside any regular operational hours and bookings, free of charge.

The costs to include maintenance, utilities, and major repairs in a facility use agreement are summarized under Financial Implications and would represent an increase to the Facilities operating and capital budgets in the 2017 Financial Plan. The operating budgets were established based on facility experience with buildings of similar use and size. The capital budget was established by evaluating the full life-cycle replacement of the building and averaging the annual budget. Annualizing the capital budget allows funding to be placed in reserve accounts in order to appropriately save and minimize tax impacts from year to year.

ALTERNATIVES

1. That Council approve the recommendations as outlined in the staff report.
2. That Council approve in principle changing the current Goward House Society lease to a facility use Agreement that transfers responsibility for janitorial, landscaping, utilities, maintenance, and major repairs to the municipality.
3. That Council provide direction to Staff to leave the lease agreement as it stands and that Council may consider future funding requests by the Society as part of the grant process.

FINANCIAL IMPLICATIONS

Financial Implications are based on a new agreement in place by July 1, 2017.

Alternative 1 – Increase to the Community Facilities budget of \$15,300 in the 2017 Financial Plan (Annual operating impact = \$30,600; increase to Facilities target of \$55,000).

Funding Type	Cost Centre	Annual Budget	2017 Budget
Operating	Maintenance	\$16,400	\$8,200
Operating	Utilities	\$14,200	\$7,100
Capital	Major repairs	\$55,000	note
Total		\$85,600	\$15,300

*note – increase to facilities funding target

Alternative 2 – Increase to the Community Facilities budget of \$91,800 in the 2017 Financial Plan. (Annual operating impact = \$183,000; increase to Facilities target of \$55,000).

Funding Type	Cost Centre	Annual Budget	2017 Budget
Operating	Maintenance	\$16,400	\$ 8,200
Operating	Utilities	\$14,200	\$ 7,100
Operating	Janitorial	\$135,000	\$ 67,500
Operating	Landscaping	\$18,000	\$ 9,000
Capital	Major repairs	\$55,000	note
Total		\$238,600	\$ 91,800

*note – increase to facilities funding target

Alternative 3 – No financial implications

STRATEGIC PLAN IMPLICATIONS

Consideration to changing the Goward House lease agreement was not anticipated as part of the 2016/17 workplan and has minor resource impacts to the Facilities Master Plan and Facilities Capital delivery programs.

OTHER IMPLICATIONS

Although the building condition assessment by Morrison Hershfield provides an outline of expected expenditures over the next five (5) years, the individual projects will need to be prioritized among all other Facility demands. This could mean the timelines outlined in the consultant's report may be delayed depending on the competing priorities in other major municipal facilities.

SUMMARY


The Goward House has adequately maintained the property but, as a non-profit society, they struggle to obtain the appropriate funding and in-house expertise to plan, manage and construct the required works to maintain the property. It's recommended that their lease agreement be revised to transfer responsibility for maintenance, utilities, and major repair expenses for the building to the municipality.

Prepared by



Harley Machielse
Director of Engineering

Reviewed by



Valla Tinney
Director of Finance

Reviewed by



Ken Watson
Director of Legislative Services

hm

cc:

ADMINISTRATOR'S COMMENTS:

I endorse the recommendation from the Director of Engineering.



A handwritten signature in black ink, appearing to be 'Paul Thorkeisson', written over a horizontal line. The signature is highly stylized and somewhat illegible due to the cursive and overlapping strokes.

Paul Thorkeisson, Administrator

1050:20 Goward

CLW March 16/15

THE CORPORATION OF THE DISTRICT OF SAANICH

Council
Administrator
Media

Mayor
Councillors
Administrators
Goward House
March 11/15

REPORT TO: MAYOR AND COUNCIL
FROM: VALLA TINNEY, DIRECTOR OF FINANCE
DATE: March 9, 2015
SUBJECT: Goward House Society – Adjustment Requests

RECEIVED
MAR 11 2015
LEGISLATIVE DIVISION
DISTRICT OF SAANICH

Background:

A memo was distributed to Council in January 2015 advising that staff were preparing a report to address the requests included in the attached December 2, 2014 letter from The Goward House Society to Mayor and Council. The two distinct topics presented in the letter were the responsibility for major repairs of Goward House and the level of funding provided in the annual operating grant to the Goward House Society (GHS).

Discussion:

1. Major Facility Repairs

Goward House, a designated heritage building, was acquired by the District in 1973 for \$123,000. It is permissively exempt from taxation under the not-for-profit provisions of the Community Charter. The building is leased to GHS and the main provisions between the District and GHS include:

- Rent at \$1.00 per year
- Utilities and insurance paid by GHS
- Permitted use as a Senior's Activity Centre (right to rent space and keep proceeds)
- Requirement for GHS to clean, maintain and repair as would a prudent owner

Although GHS has responsibility for major repairs under the lease, over the past several years, grants totalling \$104,000 have been provided by Saanich to fund installation of an elevator (\$19,000) and a major repair of the deck (\$85,000).

The GHS letter states "we understand that Saanich assumes responsibility for major repairs on all Saanich properties with the one exception of Goward House." A review of other agreements confirms this, however each circumstance is unique. The methodology at Saanich has been to structure each agreement on a case by case basis rather than apply a boilerplate agreement regardless of the unique circumstances. Recognizing the intentional differences, the most relevant comparator is Les Passmore Senior Centre at 286 Hampton Road. This structure was built by the Municipality for the primary use of seniors. The District has a Management Agreement with Silver Threads to operate and manage the centre. Under this agreement, the District is not only responsible for all major repairs, it also bears the cost of insurance, general weekly maintenance and grounds maintenance through Facility Operations and Parks staff. GHS is also responsible for all utilities whereas Silver Threads is required to pay for only telephone and cable. The value of this support was \$175,000 in 2014 in addition to the community grant of \$59,000.

The District also assumes full responsibility for McRae House. This agreement is a Facility Use Agreement and not a Lease as with Goward House or a Management Agreement as with Les Passmore Senior Centre. Other relevant agreements include the Operating Agreement between the District and Cedar Hill New Horizon's Seniors' Club for use of the Cedar Hill Recreation Centre senior's wing and the Partnership Agreement with the Cordova Bay 55 Plus Association for use of the Community Space at Cordova Bay Elementary. These two agreements are again different and

not directly comparable in that the school is owned by School District 63 and Cedar Hill is a fully functional recreation centre with maintenance staff and major repair funded through the facilities capital budget.

The information obtained identifies the differences in the value of support provided to the various organizations entrusted to run Saanich owned senior's centres. There are two possible options:

- a) leave the agreement as it stands; affirm the terms of the lease and Council's intention in the lease that the Goward House Society is responsible for major repairs of the building; or
- b) amend the agreement to shift a level of responsibility to the District of Saanich.

The impact of the first option is likely that GHS will continue to submit requests to Saanich to assist in funding the work through grants. Council would consider the funding level when requests for necessary works were received.

The impact of the second option is assumption of the costs of the work directly by Saanich. Under the second option, the scheduling of the work would become part of the larger facilities work program and projects may not be completed in the timeframe or manner agreeable to the GHS if other facilities took precedence. Financial responsibility is passed on along with overall control; however, nothing would preclude the Society from doing internal fundraising to expedite a project. With the second option, staff would obtain all the relevant information regarding any outstanding work that might require immediate or short term attention and determine the long term financial impacts for consideration by Council prior to approval of the agreement amendment.

Recommendation:

That the Director of Legislative Services be authorized to negotiate an amendment to the lease with The Goward House Society to incorporate a level of responsibility for major repairs.

2. Annual Operating Grants:

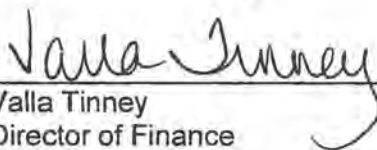
The annual operating grant approved for GHS was \$7,000 from 2009 to 2011 and was increased to \$20,000 in 2012 where it has stayed. The most direct comparator, Silver Threads, received \$52,500 in 2009 which has been increased over \$1,000 per year arriving at a total of \$59,225 in 2014. The following data provides an overview of the service levels provided by each senior's activity organization:

Organization	Facility	Contractual Arrangement	Memberships	Membership Dues	Employees
Goward House Society	Goward House	Lease of Premises	490	\$60	2
Silver Threads Society	Les Passmore Centre	Management Agreement	384	\$50	5
Cedar Hill New Horizons	Cedar Hill Recreation Centre	Operating Agreement	65	\$15	0
Cordova Bay 55 Plus Assn	Cordova Bay Elementary School – Community Wing	Partnership Agreement	456	\$40	0

The annual community grant deliberation process at an April Special Committee of the Whole Financial Plan Meeting is where grant levels for each organization are established. There is no formal process or methodology for determining what grant levels will be approved, therefore, staff do not make recommendations to Council on grant approvals or levels of funding. It is also why detailed comparison information is not being provided in this report. Some municipalities incorporate a review methodology to support their grant approval process and this is an option should Council wish to pursue it.

Recommendation:

1. That the request for an increase in the annual operating grant for Goward House Society be considered as part of the annual community grant deliberation process on April 21st.
2. That staff be directed to report to the Finance, Audit and Personnel committee on options for delivery of a community grants program, including alternatives for determining funding levels and the approval process by September 2015.

Report prepared by: 
Valla Tinney
Director of Finance

Administrator's Comments



I endorse the recommendation of the Director of Finance

Attachment



The Goward House Society

2495 Arbutus Road,

Victoria, BC

V8N 1V9

(250) 477-4401

email: gowardhouse@shaw.ca

Website: www.gowardhouse.com

December 2, 2014
Mayor and Councillors,
Saanich Municipality,
770 Vernon Avenue,
Victoria, B.C., V8X 2W7

Dear Mayor Richard Atwell;

Please consider the following as a follow up to my letter of October 15th. I write again in order to inform the new Mayor and Councillors, as well as to slightly re-cast our two fold request.

We are pleased, that as indicated by the Saanich Parks and Recreation 2012 Strategic Plan, Goward House and the Saanich Municipality share the same interests in wishing to foster the physical, mental and cultural well-being of our senior citizens.

However, while we value and appreciate Saanich's support of our programs it appears to us that there may be an imbalance between the support we receive and that given to Saanich's other senior's centres. Specifically I refer to two areas: 1. Responsibility for major repairs and 2. Our annual operating grant.

Following is a brief summary of how we see the current situation, the history which has led to it, our request for adjustment, and rational.

1. RESPONSIBILITY FOR MAJOR REPAIRS

Current Situation

We understand that Saanich assumes responsibility for major repairs on all Saanich properties with the one exception of Goward House.

History

When the Goward House Society assumed tenancy of the house about 25 years ago, it had just had a major rebuilding renovation with new systems throughout. At that time no major repairs were foreseen and the Society was preoccupied with getting the centre up and running. They

were not concerned with what might occur decades hence. On Saanich's side we don't know who drafted the original lease but suspect that as the house was a recent acquisition and how the Society might work out was still a very unknown quantity, caution ruled the day. As a result it may have seemed prudent to limit any obligation Saanich might have, at least until it was seen how well Goward House did.

Adjustment Requested

The Goward House Society is, of course, a tenant in the house which Saanich owns. We request that Saanich treat us in the same way they do their other centres and adjust our lease to assume future responsibility for major repairs.

Rational

Goward House has proved itself. Here we are decades later and all has worked out well. Goward House is thriving and providing excellent service to the citizens of Saanich. The house is solid and well cared for. It is only fair and equitable that the municipality assume responsibility for major repairs on the house they own as they do for the other centres. In regard to the possibility of Saanich investing more money 'into the house' by way of repairs it may be relevant to remember that Saanich acquired the property for far less than the land value alone at the time and only paid roughly one quarter of the costs of the major rebuilding as the remainder was covered by the Goward House Society and grants from other agencies.

2. ANNUAL OPERATING GRANT

Current Situation

Though Goward House and Silver Threads could be considered roughly comparable, Goward House receives a grant only one third the amount of that received by Silver Threads. (\$20k vs. \$60k) We recognize that a comparison of Goward House and other Saanich centres (regarding their relative numbers of members, activities and facilities, etc.), in order to judge what level of grant funding would be equitable is complex because of the variables involved. However, the wide current disparity indicates adjustment needs to be considered. Please see the attached for more details and an overview.

History

For many years Goward House did not request any grant increase or did request an increase, which was denied, and thus fell well behind. In recent years our membership and programs have increased significantly while our volunteer staff has aged and our few paid staff just worked harder rather than being increased in number. We are now close to being victims of our own success, continually doing more and more without significantly increasing our resources. We need the additional support.

Adjustment Requested

Due to the complexity of making accurate comparisons we believe further study is necessary in order to get a clear picture of what would constitute an appropriate level of funding for Goward House relative to the other centres. Therefore the Goward House Board is requesting an initial

adjustment of only \$10,000 to our grant for 2015. This request is made with the assumption that further adjustments may be appropriate in future years, as yet to be determined.

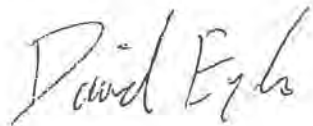
Rational

Though a \$10,000 increase bringing our total grant for 2015 to \$30,000 would bring us up to just half of what Silver Threads receives, our hope would be that such a gradual step would be acceptable to both parties. As well as being helpful to Goward House it would not place as large a burden on the Saanich coffers as if we asked for immediate parity. Such an approach would also allow time for those concerned to further study the situation and arrive at a recommendation as to what a fair final grant would be as well as the timeline by which it could be arrived at.

Why is this grant request made now instead of as part of the regular February grant request process? Because we are making this request in the context of Saanich's support for all the senior centres and we do not see that evening of multiple request presentations as an appropriate venue for such a discussion. Also, we see our \$10,000 request as just one part of a longer term consideration to what might be a final equitable grant amount and how that would be achieved.

We are happy to provide further information or to meet with you at any time. Please consider that you have an open invitation to visit us at Goward House. Thank you for your consideration, we look forward to the continuation of our positive and proactive relationship with you and your staff.

Sincerely,



David Eyles,
President,
Goward House Society.

cc Mayor, Councillors,
Valla Tinney
Doug Henderson
Carrie MacPhee
Paul Murray

1410-04 Legislative
/ Ref 1050-20 Goward



The Corporation of the District of Saanich

Mayor
Councillors
Administrator

Council
Administrator
Media
DE, Goward House
Dec. 10/15

Report

To: Mayor and Council
From: Carrie MacPhee, Director of Legislative Services
Date: December 7, 2015
Subject: Lease Agreements for Municipally-Owned Buildings

PURPOSE

The purpose of this report is to respond to Council's request for information about lease agreements for municipally-owned buildings.

BACKGROUND

On March 16, 2015, Council considered the attached report of the Director of Finance further to requests by the Goward House Society for a review of the responsibility for major repairs of Goward House and a review of the level of operating grant funding.

At the meeting Council passed motions to request additional staff reports:

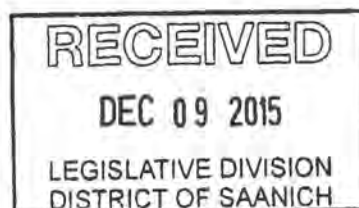
That staff be directed to report to the Finance, Audit and Personnel Standing Committee on options for delivery of a community grants program, including alternatives for determining funding levels and the approval process by September, 2015.

That staff be directed to prepare a report on the lease agreements for municipally-owned buildings.

The Director of Finance has already reported on the first motion. This report responds to the second motion. At the meeting the CAO advised that this report would provide an inventory of the various buildings, how they are managed, the basic lease terms and other consistencies.

DISCUSSION

An inventory of the twelve lease agreements for municipally-owned buildings is attached and provides the following information: location; name of lessor; lease term, expiry date and rent; property tax status; use of premises; responsibilities for premises.



Subject: Lease Agreements for Municipally-Owned Buildings

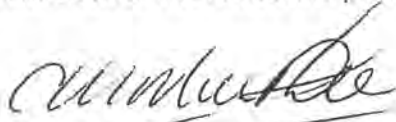
Every lease agreement requires that the user maintain and clean the building(s) and pay utility and insurance costs. Maintaining the building(s) includes capital costs. Three lessees receive annual operating grants – the Goward House Society, the Haliburton Community Organic Farm Society, and the Horticulture Centre of the Pacific,

The lease with the Goward House Society (Society) is consistent with other lease agreements for municipally-owned buildings. The other agreements that the Society has compared itself with are not lease agreements. The Director of Finance discussed these other agreements in her March 9th report along with two possible options and the impacts of each.

In order to maintain consistency with our lease agreements, it is not recommended that Council revise the provisions of the lease with the Society. If Council wishes to provide additional assistance to the Society through capital or operating funds, it is recommended consideration be given to changing the relationship from a lease agreement to a management or facility use agreement.

RECOMMENDATION

That Council not revise the provisions of the lease agreement with the Goward House Society.



Carrie MacPhee,
Director of Legislative Services

Attachments

cc: Andy Laidlaw, CAO
Valla Tinney, Director of Finance
Doug Henderson, Director of Parks and Recreation
Harley Machielse, Director of Engineering

ADMINISTRATOR'S COMMENTS:

I endorse the recommendation of the Director of Legislative Services.



Andy Laidlaw, CAO

LEASE AGREEMENTS FOR MUNICIPALLY-OWNED BUILDINGS

ADDRESS	LESSEE	TERM/ YEARS	EXPIRES	RENT FOR TERM	TAXES PAID BY	USE	MAINTENANCE	ANNUAL GRANT
LONG TERM HOUSING AND SOCIAL PROGRAMS								
Cedar Hill Rd 3221	Peninsula Community Services	60	2047	\$167,000	User	Housing project for senior citizens	User built, maintains and cleans, pays utilities and insurance	No
Hampton Rd 275	Capital Regional Housing Corp	60	2061	\$948,750	User	Housing project for adults with disabilities	User built, maintains and cleans, pays utilities and insurance	No
Harriet Rd 3272	Broadmead Care Society	60	2052	\$320,000	User	Housing project for adults with disabilities	User built, maintains and cleans, pays utilities and insurance	No
Viewmont Ave 4450	Capital Regional Housing Corp	60	2051	\$396,220	User	Housing project for senior citizens	User built, maintains and cleans, pays utilities and insurance	No
West Saanich Rd 4353	St. Andrew Victoria Housing Society	60	2051	\$320,000	User	Housing project for senior citizens	User built, maintains and cleans, pays utilities and insurance	No
Hamsterly Rd 5500	Capital Mental Health Association	5	2018	Nominal	Exempt	Programs for adults with disabilities	User maintains and cleans, pays utilities and insurance	No
ACTIVITY CENTERS IN HERITAGE BUILDINGS								
Arbutus Rd 2495	Goward House Society	5	2019	Nominal	Exempt	Activity center for senior citizens, can rent space and retain proceeds	User maintains and cleans, pays utilities and insurance	\$25,000
Gorge Rd W 355	Victoria Canoe & Kayak Club	5	2016	Nominal	Exempt	Operation and activities of the Club, can rent space and retain proceeds	User maintains and cleans, pays utilities and insurance	No
AGRICULTURAL AND HORTICULTURAL								
Haliburton Rd 741	Haliburton Community Organic Farm Society	5	2019	Nominal	Exempt	Operation and activities of the Society; sale of produce grown on land	User maintains and cleans, pays utilities and insurance	\$4,999
Quayle Rd 505	Horticulture Centre of the Pacific	60	2073	Nominal	Exempt	Horticultural and educational facility; public recreational activities	User built, maintains and cleans, pays utilities and insurance	\$130,000
OTHER								
Vernon Ave 760	SHAPE (Saanich Police)	5	2019	Nominal	Exempt	Police gymnasium	User supplied building, maintains and cleans, pays utilities and insurance	No
Shelbourne St 3987	Province of BC	5	2016	\$124,200	Exempt	BC Ambulance Station	User maintains and cleans, pays utilities and insurance	No

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cncl Aug 8/16



Mayor
Councillors
Administrator

Council
Administration
Media
Aug 3/16 DM

Report

To: Mayor and Councillors

From: Councillor Fred Haynes

Date: July 28, 2016

Subject: **Goward House Society Request for Review of Lease Agreement**
(Notice of Motion Presented July 18, 2016)

I provide this report to ask Council's kind consideration that we request staff to undertake a review of the lease agreement and funding arrangements in place for the Goward House Society's use of Goward House.

While the Society has not seen the terms and conditions of the management agreements for the other institutions in Saanich which also provide support for seniors, it understands there are differences in the funding resources for repairs and the level of grant funding.

In confirmation that the Society is agreeable to change from its current lease arrangement to a management agreement similar to that in place with other institutions, please see the attached July 12, 2016 letter from Mr. David Eyles, President of the Goward House Society.

As described in the Societies letter of December 2, 2014, and the report from our staff of March 9 and December 7, 2015 differences exist in the lease and management agreements for these institutions. These differences impact on how capital and operating costs are covered. In result as described again in the letter of June 1, 2016, the Society continues to indicate it is struggling to cover costs for major capital repairs.

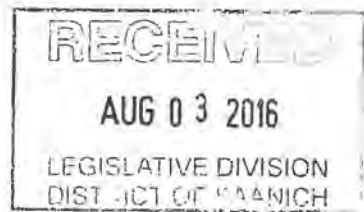
Similar to other successful institutions in Saanich such as the Silver Threads Society, Cedar Hill New Horizons, Saanich Volunteer Services and the Cordova Bay 55 Plus Association, the Society has been positively engaged for 25 years in programs that help serve the needs of our seniors for healthy aging in place within our community.

While the Society understands Council has requested an overall review of the community grants, there is concern at the length of time this more general review may take.

RECOMMENDATION:

That staff undertake a review of the lease arrangement and funding model for the Goward House Society and report to Council on options for consideration.

Councillor Fred Haynes





The Goward House Society

2495 Arbutus Road,

Victoria, BC

V8N 1V9

(250) 477-4401

email: gowardhouse@shaw.ca

Website: www.gowardhouse.com

July 12, 2016

Councillor Fred Haynes
District of Saanich,
770 Vernon Ave.,
Victoria, B.C., V8X 2W7

Dear Fred,

Regarding your question to Goward House as to whether we would be willing to replace our lease with another agreement such as a management agreement similar to what the other organizations serving seniors have, I would say the following:

-Yes, we definitely wish to change from the lease agreement we now have.

-Yes, in all probability it would be desirable for us to have a management agreement similar to that in place by other institutions. However I am sure it is appreciated that as we have not seen those agreements it would be premature for us to commit to that unreservedly in advance.

- As mentioned our interest is to have our situation reviewed with the objective that we and our partner in serving seniors, the Saanich Council, arrive at an agreement regarding our relationship which is fair to both parties and in line with Saanich's other institutions particularly regarding responsibility for major repairs and level of grant funding.

I hope this information helps. If you require any other information I am sure Elaine can help as needed.

Best Wishes

David Eyles, President
Goward House Society.

The mission of Goward House Society is to provide a vibrant activity centre combining fellowship with social, educational and special interest programs for Greater Victoria Residents aged 50 and over.



Mayor
Councillors
Administrator
Council
Administrator
Media

Memo

To: Donna Dupas, Municipal Clerk
From: Jennifer Downie
Date: March 15, 2017
Subject: Protective Services – Personnel Costs



At the March 9, 2017 Personnel Standing Committee meeting members resolved:

“that the Personnel Standing Committee recommend to Council that it support Councillor Haynes in creating a response to arbitrated cost of protective services and to include consultation with Chief Constable Downie and Fire Chief Burgess and interested parties.”

An excerpt of the minutes are attached for information.

Jennifer Downie
Administrative Assistant

/jd
Attachments

**CM
E.1**

PROTECTIVE SERVICES – PERSONNEL COSTS

The Chair discussed the arbitrated cost of protective services. The Chair noted that arbitrated agreements in protective services that rolls out across the country from the larger cities has impacts on the smaller cities. Municipalities like Saanich are impacted as personnel costs are driven by a very powerful arbitrated agreement.

The Chair would like to write a letter to the Province addressing the impacts of arbitrated settlements; but would first consult with Chief Constable Downie, Fire Chief Burgess and human resources prior to drafting a letter for the Committee's consideration.

The CAO cautioned that there is no delegated authority to the Committee for doing this and any direction would need to come from Council.

MOVED by Councillor Plant and seconded by Mayor Atwell, "that the Personnel Standing Committee recommend to Council that it support Councillor Haynes in creating a response to arbitrated cost of protective services and to include consultation with Chief Constable Downie and Fire Chief Burgess and interested parties."

CARRIED

1410-04
ref 2860-25 Sea View



The Corporation of the District of Saanich

Mayor
Councillors
Administrator
Council
Administrator
Media

Supplemental Report

To: Mayor and Council
From: Sharon Hvozdanski, Director of Planning
Date: March 13, 2017
Subject: Request for Removal from the Environmental Development Permit Area (EDPA)
File: 2860-25 • 2893 Sea View Road

BACKGROUND

At the November 14, 2016 Committee of the Whole meeting, Council made the following motion:

“That staff be directed to prepare a recommendation for Council’s consideration in relation to including the existing 15 metre buffer as an option for this property.”

At the same meeting Council asked questions regarding: the potential implications of the Victoria Harbour Migratory Bird Sanctuary on the subject application and property; and the regulation of impervious surfaces on the single family lot.

These three issues are the subject matter of this supplemental report. In addition, staff have legal advice and recommend that the definition of Marine Backshore be expanded should Council approve the mapping proposed by Ted Lea.

ADDITIONAL INFORMATION

1. Buffer Areas

Buffer areas are widely used to protect ecologically significant areas from adjacent development. The Environmental Development Permit Area (EDPA) Marine Backshore has a 15 m buffer. The proposal does not include a buffer and therefore does not meet the prescribed 15 m buffer. Without the EDPA Marine Backshore buffer, there would be:

- A lack of control on development adjacent to the Marine Backshore potentially resulting in ecological impacts from changes to hydrology, native vegetation, soils, and protected root zones;
- No process to enhance the Marine Backshore; and
- No requirement for an Environmental Development Permit.

When comparing Saanich’s EDPA to ten other coastal Vancouver Island municipalities, Saanich is in the vast majority that has a 30 m wide marine EDPA. In other municipalities, a professional biologist is required to determine a buffer and mitigation measures. In Saanich, the pre-



determined buffer and guidelines for sensitive development negates the need for a consulting professional biologist in most cases.

At 2893 Sea View Road, a buffer would allow for a review of development proposals within 15 m of the natural boundary. A 15 m buffer would not reach the existing home. A 15 m buffer would offer some protection of the Marine Backshore, but to a lesser degree than currently existing.

Figure 1 illustrates how a 15 m buffer would be represented in the EDPA Atlas. The Marine Backshore would be based on mapping provided by Ted Lea.

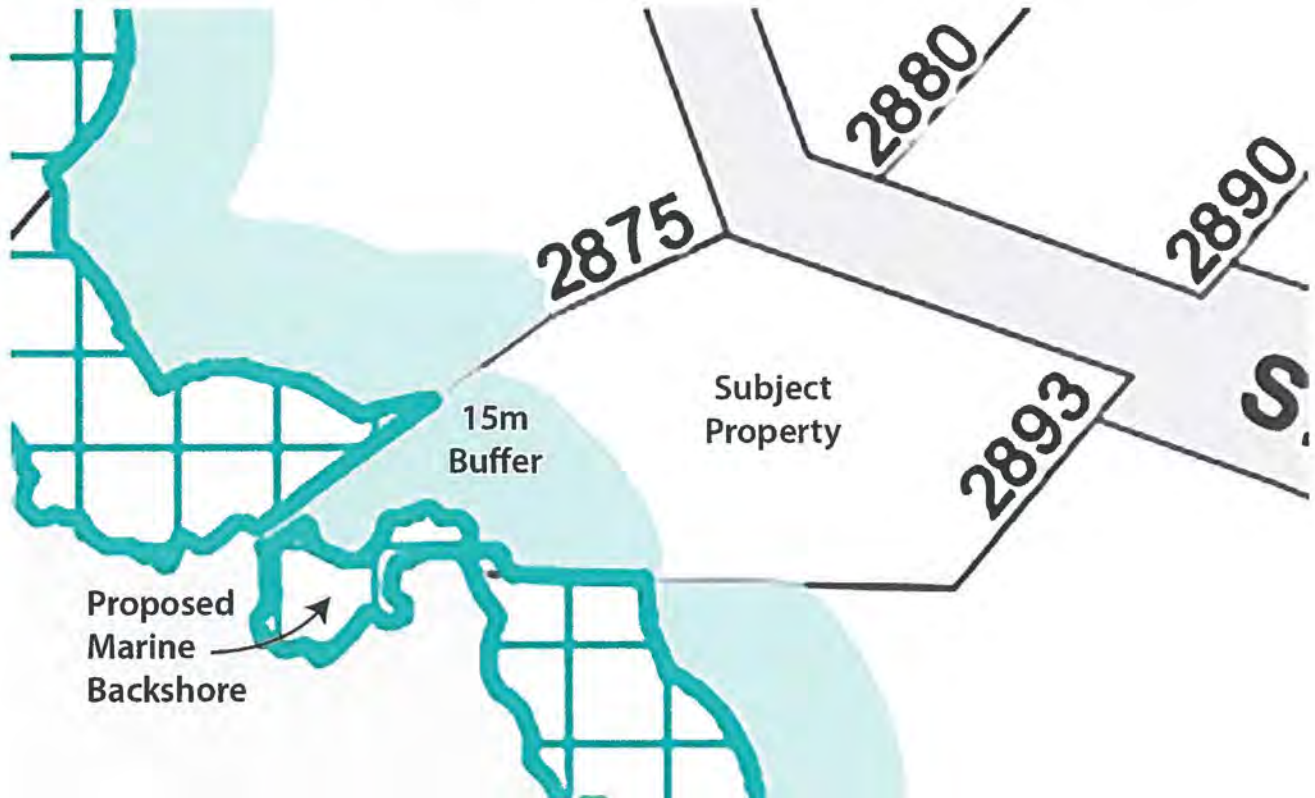


Figure 1: Application of a 15 m Buffer

Figure 2 illustrates the positioning of a 15 m buffer in relation to the "marine backshore" proposed by Ted Lea and the existing house.



Figure 2: Proposed “Marine Backshore” with a 15 m buffer

2. Migratory Bird Sanctuary

The Victoria Harbour Migratory Bird Sanctuary extends from Portage Inlet to the tip of Ten Mile Point and is a Federal designation. The area is mostly open water but also includes rocky seashore (20%) and the adjacent upland areas are also attributed to attracting the large diversity and abundance of bird life. Activities that could harm migratory birds, their nests, or their eggs are prohibited.

Saanich’s EDPA works in concert with the Victoria Harbour Migratory Bird Sanctuary as it: protects and enhances the adjacent upland upon which some bird species rely; and buffers the rocky shoreline of the Sanctuary.

3. The Zoning Bylaw

The Zoning Bylaw does not regulate the amount of impervious surface on a property. The Zoning Bylaw only regulates lot coverage as it relates to buildings and structures.

4. Marine Backshore Definition

The Environmental Development Permit Area (EDPA) Marine Backshore is defined as "the upland area of 15 m measured from the natural boundary of the marine environment". The Marine Backshore area proposed by Ted Lea does not meet the EDPA definition of Marine Backshore because it is located below the natural boundary.

To address the discrepancy, following legal advice, the definition of Marine Backshore should be amended as bolded below:

"Marine Backshore means the upland area of 15 m measured from the natural boundary of the marine environment including the Gorge and Portage Inlet."
For the purposes of 2893 Sea View Road, the Marine Backshore shall be as shown in the EDPA Atlas.

RECOMMENDATION

That the request to remove the Environmental Development Permit Area from the subject property not be supported for the following reasons:

- Saanich Official Community Plan policies support the protection and restoration of the Marine Backshore in this area;
- There is no issue of mapping accuracy;
- The proposed mapping by the applicant's biologist does not meet the Environmental Development Permit Area (EDPA) definition of the Marine Backshore;
- The owners are able to continue to maintain and use their property as they are accustomed (eg. lawn mowing, gardening, moving lawn furniture);
- Any property on the Gorge, Portage Inlet, or Saanich's outer coast could similarly seek removal; and
- Improvements as a result of the Environmental Development Permit Area (EDPA) consultant review may help to address some of the concerns of the owner.

Note: If Council wishes to support the removal request at this time, the motion would be as follows:

That staff be requested to prepare an amendment to Plate 13 of Schedule 3 to Appendix N of the Official Community Plan Bylaw, 2008, No. 8940 for the partial removal of the Marine Backshore Unit at 2893 Sea View Road from the Environmental Development Permit Area Atlas, and that a Public Hearing be called to consider the amendment.

Further, should Council support that a 15 m buffer be required in order to reduce the impacts near the shoreline, this will be added to the amendment of Plate 13 of the Environmental Development Permit Area (EDPA) Atlas.

Further, the definition of Marine Backshore be amended in Appendix N of the Official Community Plan Bylaw, 2008, No. 8940 as bolded below:

"Marine Backshore means the upland area of 15 m measured from the natural boundary of the marine environment including the Gorge and Portage Inlet." **For the purposes of 2893 Sea View Road, the Marine Backshore shall be as shown in the EDPA Atlas.**

Report prepared by:

Adriane Pollard, Manager of Environmental Services

Report reviewed by:

Sharon Hvozdzanski, Director of Planning

AP/ads
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Attachment

cc: Paul Thorklesson, CAO

CAO'S COMMENTS:

I endorse the recommendation of the Director of Planning.

Paul Thorklesson, CAO

1410-04
Report –
Planning

xref: 2860-25
Sea View Road

2893 SEA VIEW ROAD – REQUEST FOR REMOVAL FROM THE ENVIRONMENTAL DEVELOPMENT PERMIT AREA (EDPA)

Report of the Director of Planning dated October 27, 2016 recommending that Council not support the request to remove the property from the Environmental Development Permit Area (EDPA) for the reasons outlined in the report.

In response to questions from Council, the Director of Planning stated:

- Council can approve exclusion of the property from the EDPA, decline exclusion of the property from the EDPA or make a motion to postpone consideration until further information is received.
- Based on RS-16 zoning, construction of a house would need to be set back 11 metres from the rear property line determined by the high water mark; construction of a studio or shed would need to be set back 7.5 metres from the property line.
- Federal bird sanctuary legislation runs in parallel to the EDPA, but the EDPA is not impacted by it.
- More information on the Federal bird sanctuary legislation and any protection of the foreshore could be provided in a subsequent report if Council so wished.
- Staff have ground truthed the property and confirmed that a majority of the property is manicured grass, garden beds and some invasive species on the bank; the bank should be considered for future restoration.
- Erosion and potential storm events should be taken into account when waterfront properties are being considered for removal from the EDPA and/or restoration work is being undertaken.

In response to questions from Council, the Chief Administrative Officer stated:

- As per legislative requirements, there was significant public consultation done over a two-year period when the EDPA Bylaw was being created.
- The request is to exclude the property from the bylaw; Council can choose to exclude the property from the EDPA, refuse exclusion or postpone consideration.
- As part of the EDPA review process, there may be changes to the EDPA bylaw that could affect properties; Council would have to make decisions on how to proceed should the EDPA bylaw change.

APPLICANT:

T. Luchies and T. Lea on behalf of the owners, presented to Council and highlighted:

- A Registered Professional Biologist's report was provided as part of the application; staff attended the property and confirmed that there are no native species on the portion of the property that the applicants are requesting to be removed from the EDPA.
- The applicants agree that Area "A" is an environmentally sensitive area that ought to remain in the EDPA.
- The area that the applicant wishes to remove from the EDPA contains ornamental rock work, grass, a retaining wall and slope that includes invasive species; the EDPA is not appropriate for this part of the property.
- It is unknown how long the review of the EDPA process would take.
- The EDPA results in a restriction on the applicants' property which is not appropriate.
- The 30 metre buffer zone encompasses the house; there is no environmental or

scientific justification for a buffer on the property.

- The objective of the EDPA bylaw is to protect the areas of highest biodiversity.
- Area "A" meets the bylaw description of a marine backshore and should remain in the EDPA; field verification has shown that the rest of the property is not an area of highest diversity therefore it should be removed from the EDPA.
- There may be a need for buffers on properties that contain wetlands.

PUBLIC INPUT:

M. Mitchell, Kentwood Terrace, stated:

- The applicants have completed the requirements to apply for a removal of their property from the EDPA; the possibility of future applications requesting removal from the EDPA should not hinder a decision on this application.

J. Kushner, Tudor Avenue, stated:

- The application is based on good science; Council is encouraged to approve the request to remove the property from the EDPA.

J. Ball, Cordova Bay Road, stated:

- Saanich residents have been looking to Council for a transparent decision on the EDPA, the science and mapping; although a review is being undertaken, it is unknown how long the review will take and it is unclear if the review will address concerns.
- This is a reasonable and well substantiated application based on sound and substantiated material.

J. Barrand, Treetop Heights, stated:

- The delay for reviewing applications for removal is frustrating; the EDPA is a covenant on a property that is not appropriate.
- The biologist's report shows that the EDPA bylaw should not apply on the property.

E. Sawatsky, Miramontes Drive, stated:

- The applicant has followed Saanich's process for removal of the property from the EDPA.
- At other meetings, Council had indicated that if the professional evidence showed that the property should not be in the EDPA, it would be removed.

W. Pugh, Prospect Lake Road, stated:

- Protection of the marine backshore is supportable; the EDPA permits mowing lawns and moving lawn furniture.
- The absence of Garry oak trees on the property is not the only criteria for exclusion from the EDPA; there may be a lack of understanding of the EDPA bylaw and the processes required.
- Removal of waterfront properties could threaten the marine backshore and riparian areas; no decisions for removal of properties from the EDPA should be made until after the review is completed and the recommendations analyzed.

K. Harper, Bonair Place, stated:

- The request to remove the portion of the property from the EDPA bylaw is supportable; the owners have followed the process as set out in the bylaw.
- Council made a commitment to hear applications and make decisions on a case-by-case basis; Council also has the responsibility of enforcing the bylaw

as written.

- The fact that more applications may come forward is irrelevant to this application.

M. Beauchamp, San Marino Crescent, stated:

- A Suzuki Foundation publication mentions Saanich's Environmentally Sensitive Area (ESA) Atlas as an example for other communities; the activities listed as concerns by the owner are exempted from the bylaw.
- The application for removal should be rejected at this time; there is no proposed development for the property.
- With sea level rise expected, the biggest challenges that Saanich will face are beyond the lifetime of current home owners; Saanich is the only stakeholder today that can reliably be expected to be interested in these matters in 50 years.

P. Haddon, James Heights, stated:

- There is reasonable and flexible criteria through the EDPA bylaw to preserve environmentally sensitive areas when development is proposed; the owner is not intending to develop their property at this time.
- Property values have not been impacted by EDPA designation; the proposed activities are permitted under the bylaw.
- Removal of the property from the EDPA bylaw is not justified; Council is encourage to wait for the review to be completed before considering removal of properties from the EDPA.

B. Morrison, Woodhall Drive, stated:

- The applicants have complied with the requirements of the application process; a report from a Registered Professional Biologist has been submitted.

C. Phillips, Gordon Head Road, stated:

- Council is to be commended for honouring their pledge to review applications for removal on a case-by-case basis; it is important that residents see that Saanich is abiding by its own bylaw.
- He supports the removal of the property based on the Registered Professional Biologist's report.

B. Von Schulmann, NFA, stated:

- There is concern with the application as it goes against good planning and governance; by removing properties from the EDPA, the future ability to decide what is an appropriate development in this area is lost.
- The EDPA does not impact property values and does not impact what an owner can do on their property on a day-by-day basis; the intent of the inclusion of the marine backshore in the EDPA is to restore what is already there.
- The EDPA does not limit development; property owners would work with Saanich staff to ensure that development is appropriate.

L. Husted, Cyril Owen Place, stated:

- The EDPA ensures development is done responsibly and respects the environment; other municipalities request that Registered Professional Biologists have coastal experience and be active in that area.
- It may be appropriate to have the Department of Oceans and Fisheries consult on changes to the marine backshore.
- Saanich needs to consider sea level rise; decisions to remove properties from

the EDPA should be postponed until after the review is completed.

MOVED by Councillor Derman and Seconded by Councillor Sanders: “That the meeting continue past 11:00 p.m.”

CARRIED

A. Wortmann, Phyllis Street, stated:

- The applicants have met the requirements of the EDPA bylaw and provided a Registered Professional Biologist’s report.

G. Morrison, McAnally Road, stated:

- The application is supportable.

W. Wright, Sea View Road, stated:

- It is reasonable to assume that there are some properties that do not contain sensitive ecosystems; the bylaw was derived by photos taken from the air; properties should be ground truthed.
- New development does allow for removal of significant and protected trees; the property does not contain sensitive ecosystems.
- Decisions on removing properties from the EDPA should include consultation of the property owners.

A. Bull, Wilkinson Road, stated:

- Council previously adopted a motion to hear applications on a case-by-case basis; the applicants have met the requirements of the bylaw.
- Two Registered Professional Biologists have been to the property and provided reports; there is no requirement for the Environment and Natural Areas Advisory Committee to review the application.
- There is no scientific or technical justification to protect all but a small piece of shorefront on this property.
- Property owners should be encouraged to protect sensitive ecosystems.

COUNCIL DELIBERATIONS:

In response to questions from Council, the Director of Planning stated:

- Another property owner recently applied for removal from the EDPA, the property had two environmentally sensitive areas; coastal bluff and marine backshore. The marine backshore portion was retained in the EDPA.
- The municipality has confirmed its legal authority to include restoration and buffers in the EDPA.

Motion:

MOVED by Councillor Derman and Seconded by Councillor Sanders: “That it be recommended that Council not support the request to partially remove the property at 2893 Sea View Road from the Environmental Development Permit Area.”

Councillor Derman stated:

- Moving lawn furniture and mowing grass is permitted under the EDPA and

therefore removal is not required.

- There are parts of the property where there appears to be no sensitive ecosystem; restoration and buffers are also part of the bylaw.
- The larger goals need to be considered when reviewing applications for removal from the EDPA.

Councillor Brice stated:

- A review process is being undertaken to see if the EDPA can be improved; Council committed to reviewing applications for removal on a case-by-case basis.
- The property owner wants some peace of mind; the services of a Registered Professional Biologist was obtained.
- The owner met the requirements of the EDPA bylaw.

Councillor Wergeland stated:

- Reports from Registered Professional Biologists should be accepted; the applicant has met the requirements of the EDPA process.

Councillor Haynes stated:

- The Registered Professional Biologists have ground truthed the property; it may be appropriate to leave the existing ivy on the slope to protect against sea level rise.

Councillor Sanders stated:

- She would like to see the results of the review of the EDPA bylaw before consideration is given to removing properties; sea level rise is a serious consideration for this property.
- The reasons why the applicant wants the property removed are not defensible.

Councillor Murdock stated:

- The EDPA was created to protect sensitive ecosystems during development; it may be possible to have a more defined boundary with a buffer that may give the owner peace of mind while still protecting the marine backshore.

Councillor Brownoff stated:

- There may need to review the buffer as it goes through the house; the review of the EDPA bylaw may result in incentives being provided for properties in the EDPA.
- The mapping done by the Capital Regional District in relation to sea level rise is a concern.

Councillor Plant stated:

- Defining hardship is subjective; there may be other laws that would protect the marine backshore.

Mayor Atwell stated:

- There is a process in place to review applications for removal from the EDPA.
- The applicant has provided a report by a Registered Professional Biologist.

**The Motion was then Put and DEFEATED
With Mayor Atwell and Councillors Brice, Haynes, Murdock, Plant and
Wergeland OPPOSED**

MOVED by Councillor Brice and Seconded by Councillor Haynes: “That a Public Hearing be called to consider the request to remove the Environmental Development Permit Area from the property at Lot 2, Section 44, Victoria District, Plan 6197 (2893 Sea View Road) from the Environmental Development Permit Area Atlas, except Area “A” as outlined in the report of T. Lea, Registered Professional Biologist.”

In response to questions from Council, the Director of Planning stated:

- Clarification in relation to the buffer would likely be needed before a Public Hearing is advertised; a buffer would not be added to the property unless Council directed staff to do so.
- The portion of the property that the owner is requesting be removed from the EDPA bylaw is Area “B”, outlined in the report of the Registered Professional Biologist, Mr. Ted Lea, dated September 24, 2016.

In response to questions from Council, the Chief Administrative Officer stated:

- When the item comes to Council for First Reading of the bylaw, further information, including for a buffer, could be provided to Council; the recommendation for the buffer could be modified at the Public Hearing if need be.

Councillor Plant stated:

- If a buffer is not placed on this property, it will be the only property in the EDPA that does not have a buffer.

MOVED by Councillor Plant and Seconded by Councillor Derman: “That the motion be amended to include: that staff be directed to prepare a recommendation for Council’s consideration in relation to including the existing 15 metre buffer as an option for this property.”

In response to questions from Council, the Director of Planning stated:

- A supplemental report could be provided in regard to options related to provision of a buffer along with a staff recommendation.

Mayor Atwell stated:

- When the recommendation for a buffer is deliberated, the effect on other properties needs to be considered.

The Amendment to the Motion was then Put and CARRIED

The Main Motion was then Put and CARRIED



The Corporation of the District of Saanich

Mayor
Councillors
Administrator
Council
Administrator
Media

Report

To: Mayor and Council

From: Sharon Hvozdanski, Director of Planning

Date: February 15, 2017

Subject: Request for Removal from the Environmental Development Permit Area (EDPA)
 File: 2860-25 • 4727, 4731, 4735, 4739, 4740 Treetop Heights and 4755, 4769 Cordova Bay Road

PROJECT DETAILS

Project Proposal: The applicants are requesting that the subject properties be removed from one Environmentally Significant Area of the Environmental Development Permit Area (EDPA). These properties were originally included in the EDPA to provide enhanced protection to the Terrestrial Herbaceous Sensitive Ecosystem type.

The request is made based biologist reports which states there is no sensitive ecosystem on the properties.

If Council supports this request, the EDPA Atlas would need to be amended.

Address: 4727, 4731, 4735, 4739, 4740 Treetop Heights and 4755, 4769 Cordova Bay Road

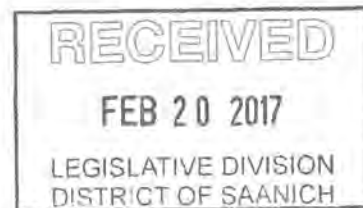
Legal Description: Lot A, Sec 25, Plan 19081
 Lots 1, 3, 4 and Pt 2, Sec 25, Plan 17826
 Lot 1, Sec 25, Plan 48307
 Lot B, Sec 25, Plan 84765

Owner(s): John and Julie Barrand, Barbara Winters, Alistair and Isabella Mulholland, Stephen and Rosalie Davis, Chris and Colleen Day, Momcilo and Andja Zukanovic, Robert and Debbie Thom

Applicant(s): As above

Application(s) Received: July 26, 2016 - July 29, 2016

Parcel Size(s): 0.1149 to 0.4017 ha



CW
2

Existing Use of Parcel(s):	Single Family Dwellings
Current Zoning:	See Figure 1
Minimum Lot Size:	N/A
Proposed Zoning:	No change proposed
Proposed Minimum Lot Size:	N/A
Local Area Plan:	Cordova Bay
LAP Designation:	Residential

PROPOSAL

The applicants are requesting that the subject properties be removed from one Environmentally Significant Area of the Environmental Development Permit Area (EDPA). These properties were originally included in the EDPA to provide enhanced protection to the Terrestrial Herbaceous Sensitive Ecosystem type.

The request is made based on biologist reports which states there is no sensitive ecosystem on the properties.

PLANNING POLICY

Official Community Plan (2008)

- 4.1.2.1 "Continue to use and update the 'Saanich Environmentally Significant Areas Atlas' and other relevant documents to inform land use decisions."
- 4.1.2.3 "Continue to protect and restore habitats that support native species of plants, animals and address threats to biodiversity such as invasive species."
- 4.1.2.4 "Protect and restore rare and endangered species habitat and ecosystems, particularly those associated with Garry Oak ecosystems."
- 4.1.2.5 "Preserve 'micro-ecosystems' as part of proposed development applications, where possible."
- 4.1.2.7 "Link environmentally sensitive areas and green spaces, where appropriate, using 'greenways', and design them to maintain biodiversity and reduce wildlife conflicts."

Cordova Bay Local Area Plan (2008)

- 5.1 "Encourage protection of indigenous vegetation, wildlife habitats, urban forest landscapes and sensitive marine environments within Cordova Bay when considering applications for change in land use."

General Development Permit Area Guidelines (1995)

1. "Major or significant wooded areas and native vegetation should be retained wherever possible."

Environmental Development Permit Area Guidelines (2012)

- 1.b.i) and iv) "Development within the ESA shall not proceed except for the following:
Proposals that protect the environmental values of the ESA including:
- the habitat of rare and endangered plants, animals and sensitive ecosystems"
2. "In order to minimize negative impacts on the ESA, development within the buffer of the ESA shall be designed to:
- Avoid the removal/modification of native vegetation;
 - Avoid the introduction of non-native invasive vegetation;
 - Avoid impacts to the protected root zones of trees within the ESA;
 - Avoid disturbance to wildlife and habitat;
 - Minimize the use of fill;
 - Minimize soil disturbance;
 - Minimize blasting;
 - Minimize changes in hydrology; and
 - Avoid run-off of sediments and construction-related contaminants."
3. "No alteration of the ESA will be permitted unless demonstrated through professional environmental studies that it would not adversely affect the natural environment. Prior to the issuance of a development permit, the following information may be required:
- A sediment and erosion control plan;
 - An arborist report according to the "Requirements For Plan Submission and Review of Development or Building Related Permits" (Saanich Parks);
 - A biologist report;
 - A surveyed plan; and/or
 - A bond."
4. "The following measures may be required to prevent and mitigate any damage to the ESA:
- Temporary or permanent fencing;
 - Environmental monitoring during construction;
 - Demarcation of wildlife corridors, wildlife trees, and significant trees;
 - Restricting development activities during sensitive life-cycle times; and
 - Registration of a natural state covenant."
5. "Revegetation and restoration may be required as mitigation or compensation regardless of when the damage or degradation occurred."

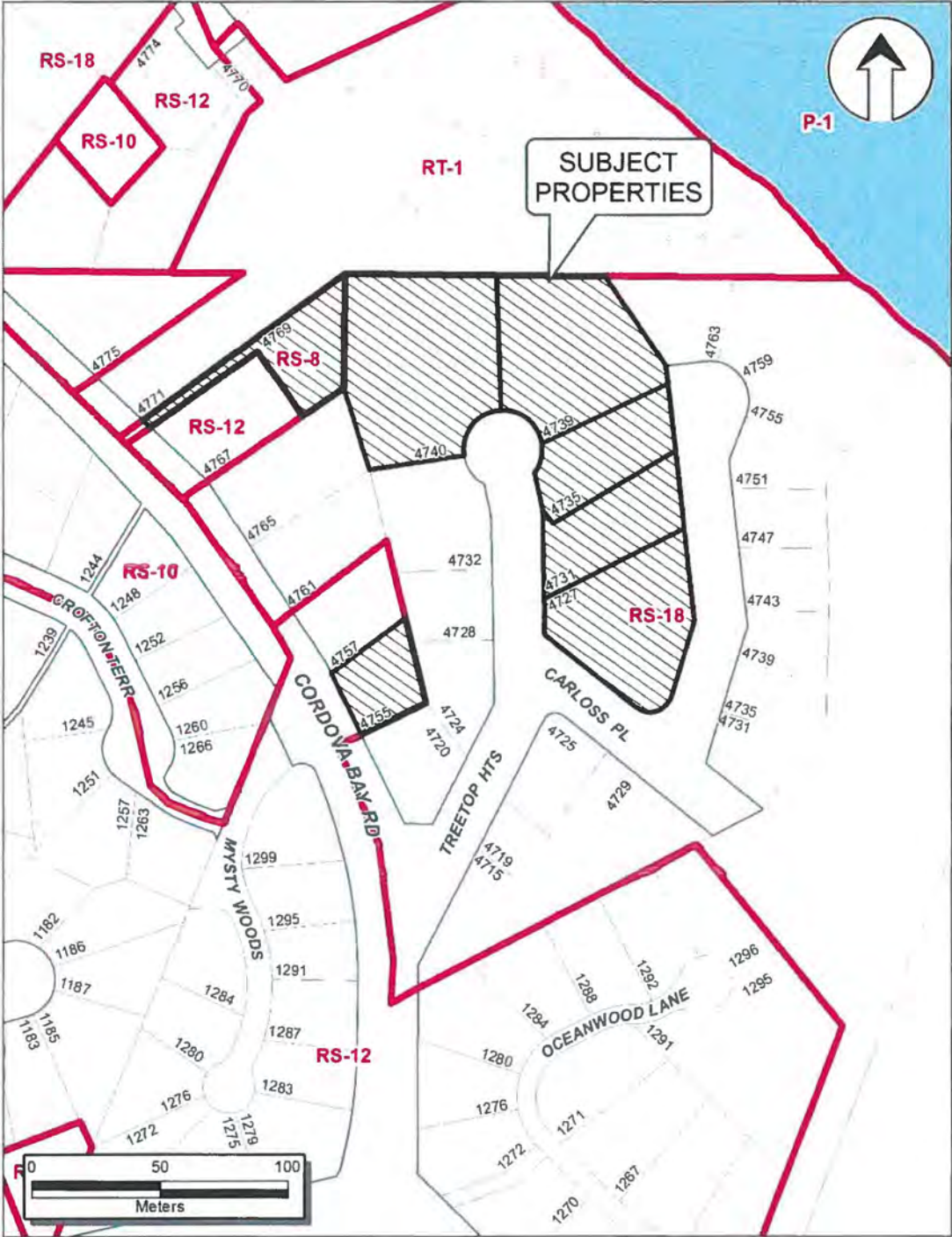


Figure 1: Context Map

BACKGROUND

Environmental Development Permit Area

The Environmental Development Permit Area (EDPA) was adopted by Council in 2012. Part of the Environmental Development Permit Area Bylaw is the Environmental Development Permit Area Atlas which illustrates the location of five Environmentally Significant Area (ESA) inventories and associated buffers on properties in Saanich. As with the Streamside Development Permit Area (SDPA), it is acknowledged that the EDPA Atlas will need to be maintained and updated over time.

There are four ways mapping inaccuracies can be approached according to the Environmental Development Permit Area Guidelines:

1. Exemption #14 allows for a professional to refine boundaries of an Environmentally Significant Area and potentially proceed without an Environmental Development Permit if a development proposal is shown to be outside of the ESA. This exemption was designed to avoid undue process or delays for applicants where mapping could be improved.
2. Exemption #15 allows for intrusions into the EDPA where covenants are used to secure comparable natural features which were not previously mapped.
3. As with the SDPA, staff collate proposed EDPA mapping changes as property owners note inaccuracies (which are documented by staff) or biologists hired during the development application process do a more detailed assessment. These changes are brought forward in batches to Council as recommended amendments.
4. Where a proposed mapping amendment is outside of the scope of these provisions, Council approval is required.

The applicants are seeking Council approval to remove the EDPA designation (both ESA and buffer zone) from the properties as in 4, above.

As such, this report has been prepared for Council's review and consideration. If Council believes the removal request has merit, a Public Hearing on the matter would need to be called.

Council adopted a motion on May 9, 2016 to endorse Terms of Reference for the hiring of a consultant to develop potential solutions in relation to the application of the/an EDPA in Saanich. The Terms of Reference include a public consultation component as part of the development of potential solutions. It is possible that the outcomes of the review may impact the EDPA on these properties.

The Environment and Natural Areas Committee has not considered this request.

Existing EDPA Mapping

The EDPA on the subject properties is in reference to one Environmentally Significant Area (ESA): Terrestrial Herbaceous (see Figure 2).



Figure 2: Current Environmental Development Permit Area mapping on the subject properties

The Terrestrial Herbaceous ecosystem is part of the Provincial/Federal Sensitive Ecosystem Inventory (SEI). The Ministry of Environment states that SEI areas are often ecosystem remnants and have many values because they:

- Provide critical habitat for species at risk and include ecosystems at risk;
- Are biologically diverse;
- Provide wildlife corridors and linkages;
- Bring nature into communities;
- Provide recreational opportunities;
- Support learning environments;
- Create economic benefits; and
- Are a legacy for future generations.

Specifically, Terrestrial Herbaceous is described as:

- Occurring in very small patches;
- Dominated by grasses and mosses;
- Thin-soiled with exposed bedrock;
- Often containing introduced grasses and threatened by Scotch Broom;
- Supporting sparse tree and shrub growth;
- High bird and butterfly use, and very high invertebrate production; and
- Found in only 1.5% of the land base within the Capital Region.

The EDPA includes a 10 m buffer for the Terrestrial Herbaceous Environmentally Sensitive Area. Property owners can apply for a permit to develop within the buffer area. One of the properties (4755 Cordova Bay Road) is only located within the buffer zone. Therefore, it is not currently mapped as having ESA on the property.

Terrestrial Herbaceous ecosystems are considered part of the rare Garry Oak and associated ecosystems mosaic.

Saanich requested a biologist, Moraia Grau, to visit the Terrestrial Herbaceous site and comment on its condition and viability as an ecosystem. Her findings were that the ecosystem is correctly identified as Terrestrial Herbaceous (although the boundary accuracy can be improved) and is one of the largest Terrestrial Herbaceous areas in the vicinity. The full report is attached.

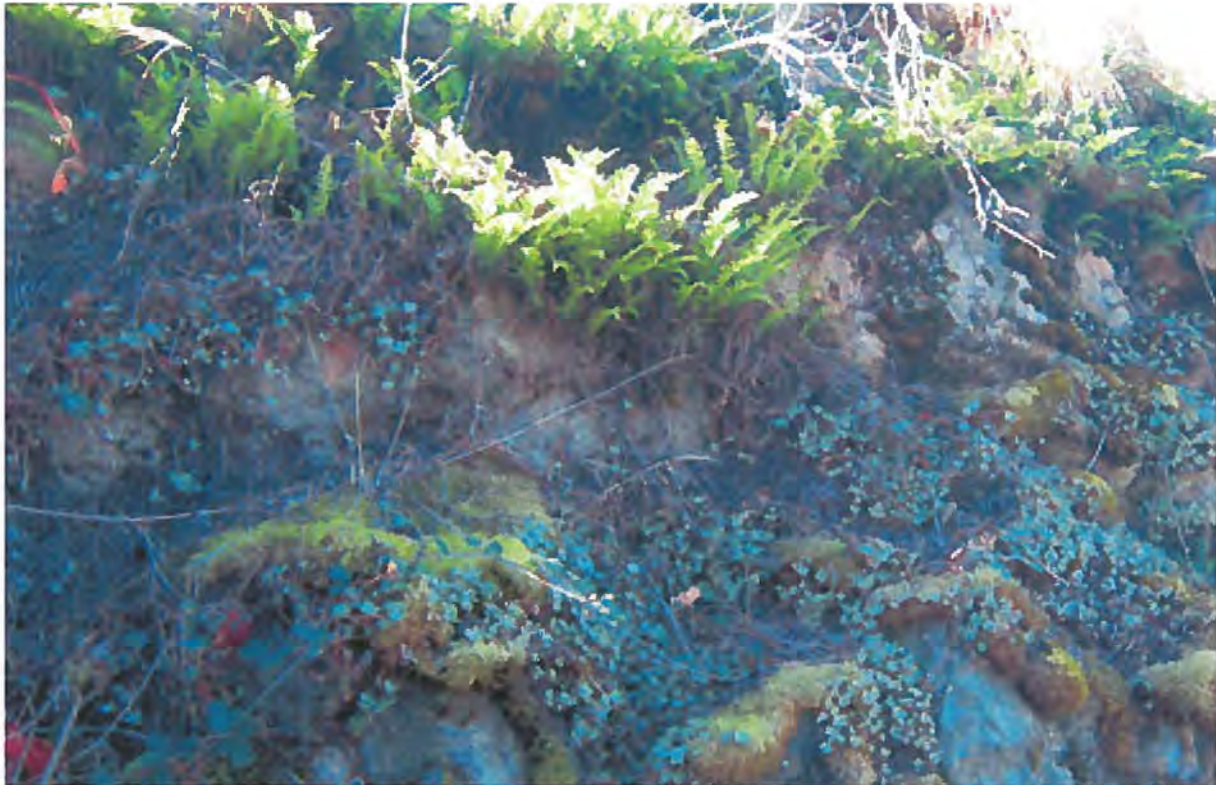


Figure 3: A close up of the native vegetation that can be found (M. Grau)



Figure 4: Garry Oaks, Arbutus, and native mosses (M. Grau)

The applicants did not give authorization for Saanich staff to visit any of the properties however many of these properties were visited by staff in 2015 upon request. Staff observed that the Terrestrial Herbaceous ecosystem definitely does exist and there are relatively few invasive species. Wildlife trees and raptors were observed. Revised mapping was drafted based on site inspections for Council consideration (see Figure 5).

The application of the SEI methodology can be subjective when it comes to determining what is "relatively natural". The Biogeoclimatic Ecosystem Classification and CDC at-risk ecological communities standards should not be confused as being a relevant in the determination of SEI presence. Inventory methods should be consistent with the Best Management Practices for Garry Oak & Associated Ecosystems produced by the Garry Oak Ecosystems Recovery Team.

As well, the College of Applied Biology Principles of Stewardship should be applied:

- Take a comprehensive, holistic view;
- Maintain resilient ecosystems;
- Minimize harm, improve and enhance;
- Assess alternatives;
- Maintain future options; and
- Learn and respond.



Figure 5: Proposed Revised Mapping

Removal Request

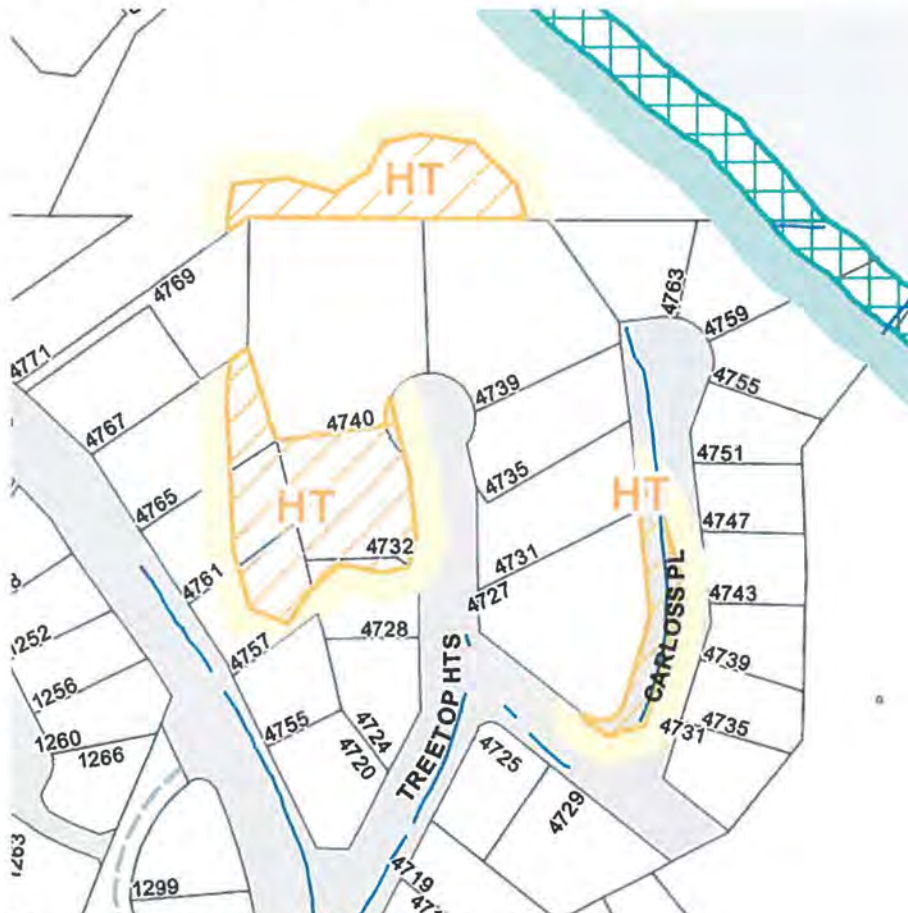
The owners have requested the Terrestrial Herbaceous and associated buffer be removed from their property based on the opinion of their consulting biologist that there is no sensitive ecosystem on the properties.

The reports by Mr. Lea indicates that he investigated the entire map unit marked as Terrestrial Herbaceous which falls on the properties in question. His site visit took place in late May/early June 2016. Native species which he found present within the polygon included: Garry Oak, Arbutus, Oceanspray, Camas, Harvest Brodiaea, Blue Wildrye and Tall Oregon-Grape as well as native mosses. Invasive species which were found include: Brome grasses, Scotch Broom, and Himalayan Blackberry.

According to Mr. Lea's reports, the properties do not meet the definition of an Environmentally Significant Area because they are dominated by invasive species and there are few native species.

"There is no Sensitive Ecosystem ESA in a relatively natural state on this property. The property does not support an ecological community that can be considered provincially at risk by the BC Conservation Data Center."

Figure 6 illustrates the EDPA mapping should Council remove the Terrestrial Herbaceous ESA and buffer from the subject properties.



Staff recommend Option 3, for the following reasons:

- Staff and consulting biologist, Moraia Grau, believe that the rare Terrestrial Herbaceous ecosystem is present and viable but needs refinement in terms of mapped boundaries;
- Saanich Official Community Plan policies support the protection and restoration of Environmentally Sensitive Areas in this area;
- The owners are able to continue to maintain and use their property as they are accustomed; and
- Improvements as a result of the EDPA consultant review may help to address some of the concerns of the owners.

SUMMARY

The owners of seven properties on Treetop Heights and Cordova Bay Road have requested removal of the EDPA from their properties based on a letter by Ted Lea stating there is no Terrestrial Herbaceous Sensitive Ecosystem on the properties. The properties contain some portion that falls within the Terrestrial Herbaceous ESA as mapped in the EDPA atlas, with the exception of one property which is located only within the buffer zone of the ESA.

Staff believe that the rare Terrestrial Herbaceous Sensitive Ecosystem is correctly identified and present on the property and this is corroborated in a report by biologist Moraia Grau. Further, it is noted that this is one of the largest examples in the vicinity and supports a variety of bird life. Staff recommend fine-tuning of the boundaries.

RECOMMENDATION

That Council support Option 3.

Note: If Council supports Option 3, a Public Hearing would still be required. If Council wishes to support the removal request at this time, the motion would be as follows:

- a) That staff be requested to prepare an amendment to Plate 41 of Schedule 3 to Appendix N of the Official Community Plan Bylaw, 2008, No. 8940 for the removal of the Terrestrial Herbaceous ESA and associated buffer at 4727, 4731, 4735, 4739, 4740 Treetop Heights and 4755, 4769 Cordova Bay Road from the Environmental Development Permit Area Atlas, and that a Public Hearing be called to consider the amendment.

Report prepared by:



Adriane Pollard, Manager of Environmental Services

Report reviewed by:



Sharon Hvozdzanski, Director of Planning

AP/ads
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Attachments

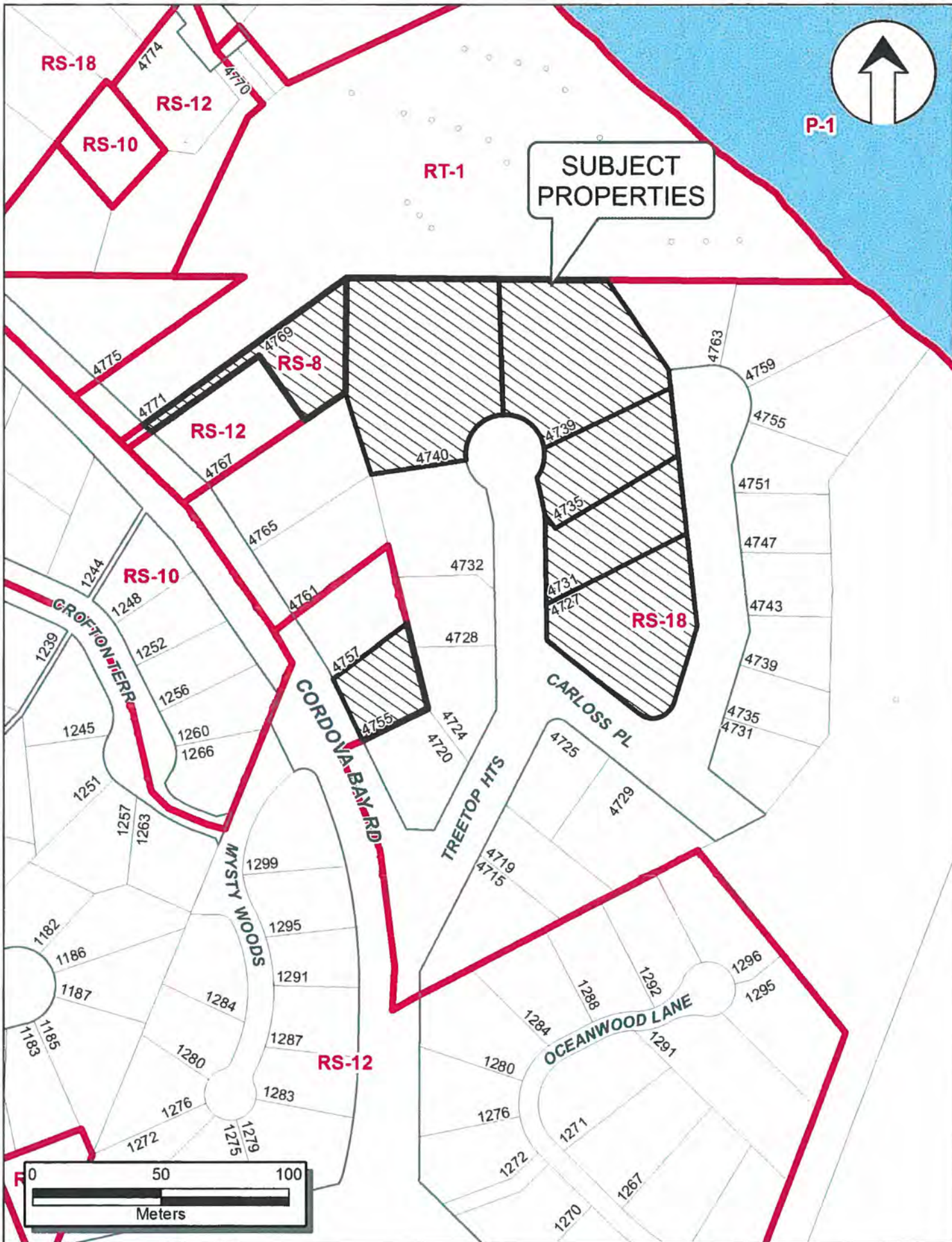
cc: P. Thorkelsson, CAO

CAO'S COMMENTS:

I endorse the recommendation of the Director of Planning



Paul Thorkelsson, CAO



Visual field assessment of Sensitive Ecosystem Inventory Herbaceous Terrestrial polygon at Tree Top Heights

Submitted to:

Adriane Pollard
Environmental Services Manager
The Corporation of the District of Saanich

Prepared by

Moraia Grau MSc
PO Box 118
Silverton, B.C. V0G 2B0

Jan 4, 2017

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- Fig. 3. Airphoto showing SEI site and surrounding area (Scale 1:8,000)

Photographs

- Photos 1-9. Views of Tree Top Hts. SEI site (Oct. 2, 2016)
- Photos 10. View of Mount Douglas Park summit (Oct. 2, 2016)

Appendix I. Conservation Value Criteria

1. Purpose

The purpose of this report is to assess and provide feedback on the condition of the Herbaceous Terrestrial (HT) SEI site occurring on portions of properties 4771, 4765, 4761, 4757 Cordova Bay Road, and 4732, 4740, 4739, 4735, 4731 and 4727 Tree Top Heights (Fig.1-3).

2. Background

The "Sensitive Ecosystem Inventory (SEI): East Vancouver Island and the Gulf Islands" was a joint classification and mapping project coordinated and carried out by representatives of the Canadian Wildlife Service, BC Ministry of Environment, Lands and Parks, Nanaimo, and the B.C. Conservation Data Centre. The objective of the SEI was to classify, identify, and map **terrestrial ecosystems and other habitats of high biodiversity, which still remained relatively unmodified** despite intense development pressure in these regions, with the objective of supporting management decisions and promoting ecological conservation and land stewardship" (Ward *et al.*, 1998; bold: author's license). The inventory was finalized in 1998. A review and mapping update was carried out in 2004. Since that time the municipalities included in the SEI mapping have been charged with the task of preserving the sites under their respective jurisdictions.

My involvement with the SEI started in 1998, helping to review and redefine polygon sites on aerial photos and carry out field reconnaissance of sites in the summer of 2000. In recent years I have worked for the District of Saanich on the Environmentally Significant Areas project, and I have been a Registered Professional Biologist (RPBio) from 2003 to 2015.

3. Site inspection

The SEI site occupies the slopes of a rocky hilltop, 60-100 m from the coast at Haro Straight. Four residential buildings and yards occupy the top of the rocky knoll. The slopes however remain mostly under natural vegetation cover.

A visual assessment of the site was done on Oct. 2nd, 2016. The east facing slope was assessed from Carlross Place, and the west facing slope from Tree Top Heights (down slope) and from Cordova Bay Road (up slope). The north end of the site, part of property 4771 Cordova Bay strata, and north of 4740 and 4739 Tree Top Heights, could not be observed from any public view point, and was only examined through the air-photo (Fig. 1).

In addition to the field inspection, the site was examined on the GIS Saanich Atlas 2015 airphoto coverage to assess the accuracy of the delineation and to check for other potentially relevant environmental information.

4. Results

Due to the time of the year (fall), when many herbaceous species have dried up and become inconspicuous, and to the visual restrictions of identifying species from a distance, the species named do not stand for a comprehensive species list of the site. However, as discussed next, the site is correctly identified as HT:ro, as per SEI literature description (Mc Phee *et al.* 2000; see Discussion). The delineation of the polygon however needs redefinition, as some of the perimeter line goes through yards and roof tops, whereas some relevant areas lay outside the site's perimeter.

East and south facing slopes

The area is composed of a steep rock outcrop with scattered pockets of deeper soil. The large rocks are covered by mosses and stonecrop (Photos 1-3). The moss cover includes roadside rock moss, broom moss and beaked moss. Licorice fern, grasses and blackberry bushes appear on crevices and deeper soil pockets. There is a minor presence of ocean spray and Scotch broom. The main tree species is Garry oak (Photo 4). Next to the curve along Carloss Place, there were other tree species: dead Grand fir (Photo 1), arbutus, maple, poplar and alder. Several trees as well as blackberry bushes seemed under water stress.

Observed invasive species from most to least abundant were: blackberry bushes, dandelion (scattered), Scotch broom (sparse), and spurge laurel (isolated next to roadside). Various introduced grasses common in these habitats throughout the region may also be present (sweet vernal grass, early hairgrass). The individual grass species could not be recognized at the time of the inspection.

A forested patch at the north end (on 4739 Tree Top Hts. and 4763 Carloss Place) composed of mature Douglas fir and arbutus with understory of ocean spray, Oregon grape, and willow, is outside the perimeter of the SEI site. Presence of English ivy was noted on this area.

West facing slope

This side of the knoll has a lower incline than the east slope, with areas of deeper soils forming meadows and scattered patches of Garry oaks interspersed with rocky outcrops (Photos 5-8). There are also a few arbutus and Douglas fir trees. Some Garry oaks and arbutus have dried limbs and show signs of water stress (high seed production). Under the tree patches there is presence of Oregon grape. A few blackberry bushes and sparse Scotch broom show up in the meadows. The rock outcrops have a full cover of mosses. Licorice ferns appear on rock edges, crevices and under trees.

At the north end of the west slope (properties 4740 Tree Top Hts. and 4771 Cordova Rd.) there is a massive rock outcrop (Photo 9). Most of the rock face has a moss cover. There is no presence of Scotch broom or blackberries at this end of the west slope.

North end

This area of the site was not accessible from a public view point as it is only visible from 4771 Cordova Bay Rd. strata property. However, the 2015 airphoto shows a rocky terrain similar to the two observed slopes (Figures 1-2). It also shows the presence of a wooded patch at the top of the slope (Garry oaks and Douglas fir).

6. Discussion

The Sensitive Ecosystem Inventory describes HT ecosystems as sites where "the predominantly herbaceous vegetation is continuous except where interspersed with bare rock outcrops. The minimal tree and shrub cover characteristic of this ecosystem type is a result of shallow and rapidly draining conditions. Summer heat and light create drying conditions (Mc Phee *et al.* 2000)." The SEI acknowledged three types of HT:

- a) HT; less than 10% tree cover and less than 20% shrub cover
- b) HT:ro; grass-forb areas interspaced with rocky outcrops
- c) HT:sh; grass-forb areas with more than 20% shrub cover

In addition, various combinations of the three types were recognized, as well as the association with other ecosystem types such as woodland. The *HT:ro* combination was the most abundantly found type in the inventory mapping of Southern and Eastern Vancouver Island (>90% of the total HT area), thus HT sites were found highly related to the presence of exposed bedrock geology, often occurring near summits of hills and mountains.

The physical attributes of HT sites are: exposed and open, dry sites, typically thin soiled, with pockets of deeper soil which may support sparse trees, with bedrock exposed as rock outcrops, located outside the salt spray zone, from near shorelines to the summits of local hills in the study area (South and Eastern Vancouver Island and the Gulf Islands). These characteristics apply to the site at Tree Top Heights, which together with the vegetation cover, classifies it as an *HT:ro* site.

The SEI notes the importance of this type of ecosystem due to its fragility (thin soils are easily disturbed and herbaceous plants are easily trampled), high biodiversity and the occurrence of specialized micro-habitats. Typical species of these sites are various species of snakes (Garter and the at-risk Sharp-tailed Snake), birds (Lincoln's, Savannah, and Song sparrows, and potentially Vesper Sparrow and Streaked Horned Lark), mammals (voles, mice, shrews), which in turn attract predators such as raptors. They are also important habitats for invertebrate production, such as butterflies, including Anise Swallowtail and the endangered species *Zerene fritillary*, and other insects which attract aerial insectivores such as swallows, flycatchers, and bats to these sites (Mc Phee *et al.* 2000).

It is important to mention that the SEI classification does not use specific vegetation species or physical parameters as other Provincial ecological classifications, such as CDC Ecological Communities at Risk, or Terrestrial Ecosystem Mapping (TEM). These latter classification and mapping systems are based on the Biogeoclimatic Ecosystem Classification (BEC) of British Columbia, which uses elevation, soil nutrient and soil moisture regimes, along with vegetation species as parameters to define and map habitat units. However, CDC Ecological Communities at Risk and TEM units are not equivalent. The CDC Ecological Communities at Risk are mapped according to "plant association," whereas the TEM polygons are based on "site series" (or at times defined units are created for specific TEM projects).

On the other hand, SEI sites are often a grouping of ecosystems not defined by a fixed vegetation species cover criteria. The objective behind the SEI classification was the recognition and flagging of specific habitat types threatened specifically by development, be it urban, industrial, agricultural, or recreational. As such, these sites may occur in a relatively natural or in a relatively more disturbed state.

The SEI site at Tree Top Heights falls within the description of "a relatively natural" *HT:ro* site; i.e. an *HT:ro* site affected to a certain degree by human use and presence of invasive species, yet an *HT:ro* site nevertheless. During the Saanich ESA (Environmentally Significant Areas) mapping initiative a set of four natural restoration levels was applied to assess sites for restoration (Appendix I). The Tree Top Hts. site would classify for the first or second level, i.e. "a minor to a sustained invasive species control needed to achieve natural restoration."

We could reflect on other HT sites which at one time were affected by invasive species in larger amounts than they are now, as they were subject to natural restoration programs. Those sites were always considered SEI HT sites, even prior to the restoration programs. For example, Mount Tolmie had a higher cover of Scotch broom and Himalayan blackberry, than the Tree Top Heights site, and a much higher deterioration on meadows and rock outcrops because of trampling by walkers and dogs. In a less than pristine condition were many important HT sites in the Victoria area such as

Government House, Mount Douglas Park summit, and many others. However, the ecological condition of Mount Tolmie, Government House, and other Saanich and Victoria Parks, was improved by ecological restoration activities, which often did not involve plantings. The removal of invasive species allowed the re-emergence of native species typical of these ecosystems such as camas, shooting stars, lilies, and others. As has been discovered in various sites around Victoria, control and removal of invasive species leads to widespread emergence of native species. Just because some species are not obviously visible, it does not mean they are not there.

In addition, it's important to note that plants are just a reflection of other biological diversity, such as invertebrates, fungi, micro-organisms, and others. These HT communities are the template or necessary habitat for all this other biological diversity. If these spaces are not available, then there are no opportunities for this natural heritage to persist.

In the context of Cordova Bay, this site is a remnant of other HT:ro sites which were transformed by residential development (Fig. 3). Tree Top Heights is the largest HT:ro remaining in the area except for Mount Douglas Park summit (Photo 10), and some small ones which were not mapped, such as at the end of Timber Lane. At the landscape level, maintaining these sites of natural habitat, even within an urban framework, is essential for the preservation of natural biodiversity.

7. Recommendations

For the last twenty years, the District of Saanich has developed a reputation of excellence on environmental conservation. It was one of the Municipalities which full heartily supported the SEI project, and is a model across BC for the innovation and application of environmental measures to preserve the environment as well as to reduce climate change through various initiatives (urban forest). However, to implement all the progressive and innovative measures the municipality needs the support of its residents. The preservation of the environment is a benefit to all. My recommendation is that the District of Saanich provides help to property owners to preserve these valuable SEI sites, through covenants and tax relief, and/or grants, to help with restoration and / or maintenance costs. A tangible benefit to property owners compensating them for keeping the land undeveloped, as well as giving them recognition as stewards of the SEI sites, will go a long way to grant their support for maintaining these sites. It would be similar to the incentive provided to care for Significant Trees.

The SEI project, carried out in the late 90's, identified and delineated sites at large scales (1:15,000 -1:20,000) under the old technology of physical aerial photos. Therefore the boundaries of the sites often need to be adjusted. This can easily be done with the newer GIS technology. For example, as can be seen on Fig. 1-2, the line perimeter of Tree Top Hts. SEI site needs to be adjusted, and this is often the case with other SEI sites. This could be done individually at owner's request, or as a District's program endeavor.

My third recommendation is that the District of Saanich prioritizes the implementation of natural restoration practices in areas under the District's jurisdiction, particularly areas affecting SEI sites, preventing and controlling the spread of invasive species in those areas. Also, in addition to the natural restoration information sessions and activities already carried by the District, providing information and opportunity for involvement at restoration sites could be another tool to promote support for natural ecosystems. Education needs to be an important tool if we want to preserve natural heritage areas in our communities.

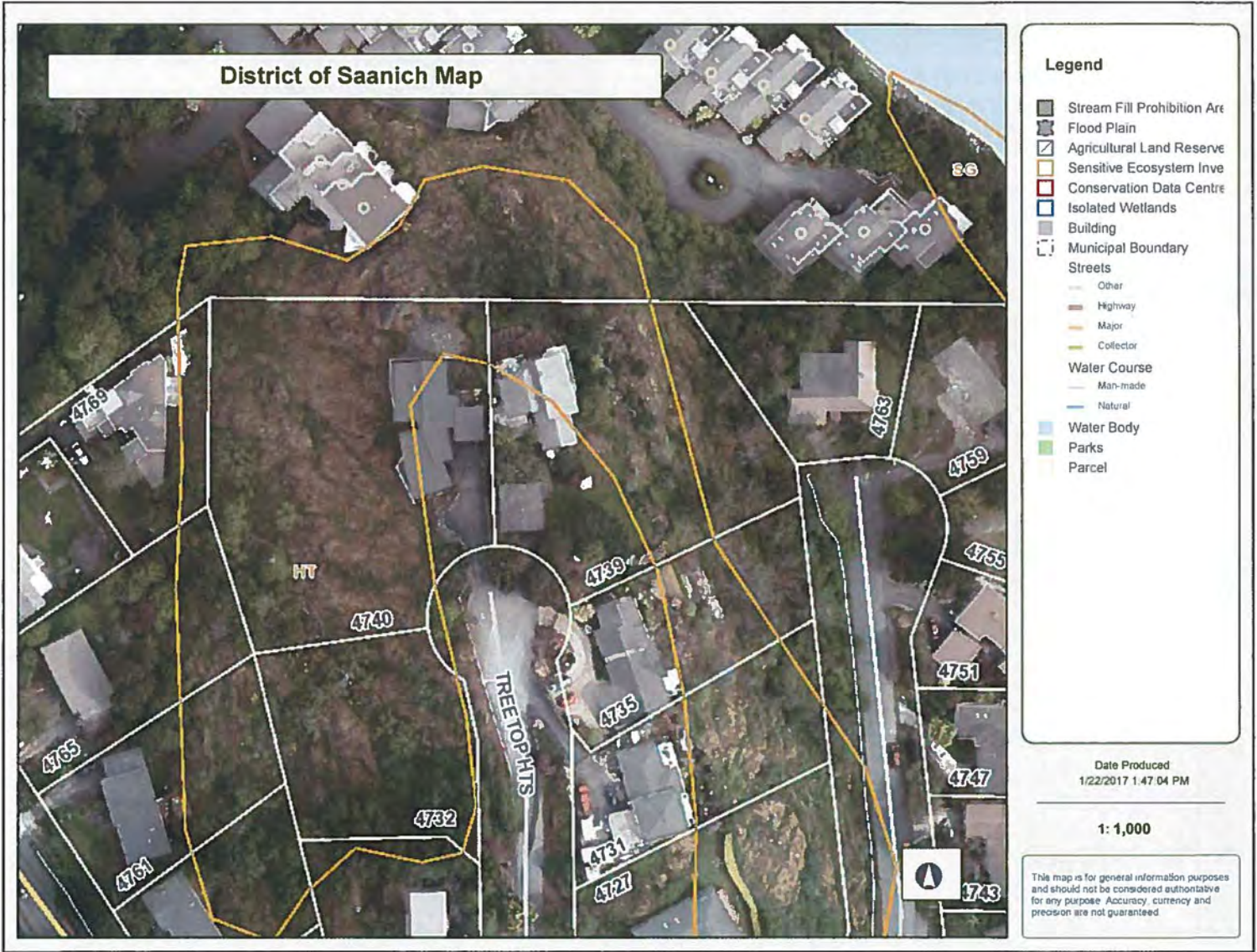
7. Literature cited

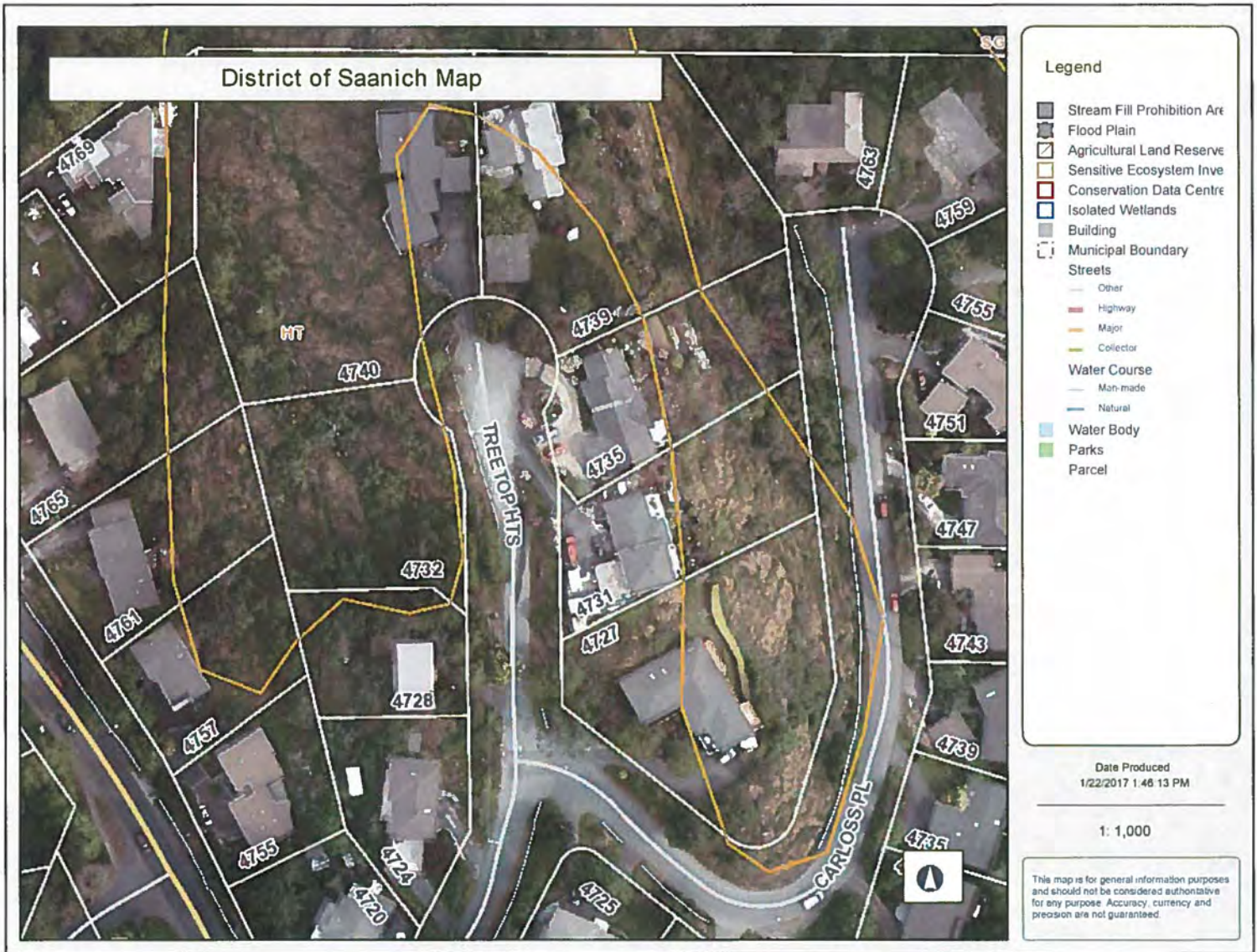
McPhee, M., P. Ward, L. Kirkby, L. Wolfe, N. Page, K. Dunster, N.K. Dawe and I. Nykwist. 2000. Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands, 1993-1997. Vol. 2: Conservation Manual. Technical Report Series No. 345. Canadian Wildlife Service, Pacific and Yukon Region, British Columbia.

Ward, P., G. Radcliffe, J. Kirkby, J. Illingworth and C. Cadrin. 1998. Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands, 1993 - 1997. Volume 1: Methodology, Ecological Descriptions and Results. Technical Report Series No. 320. Canadian Wildlife Service, Pacific and Yukon Region, British Columbia.

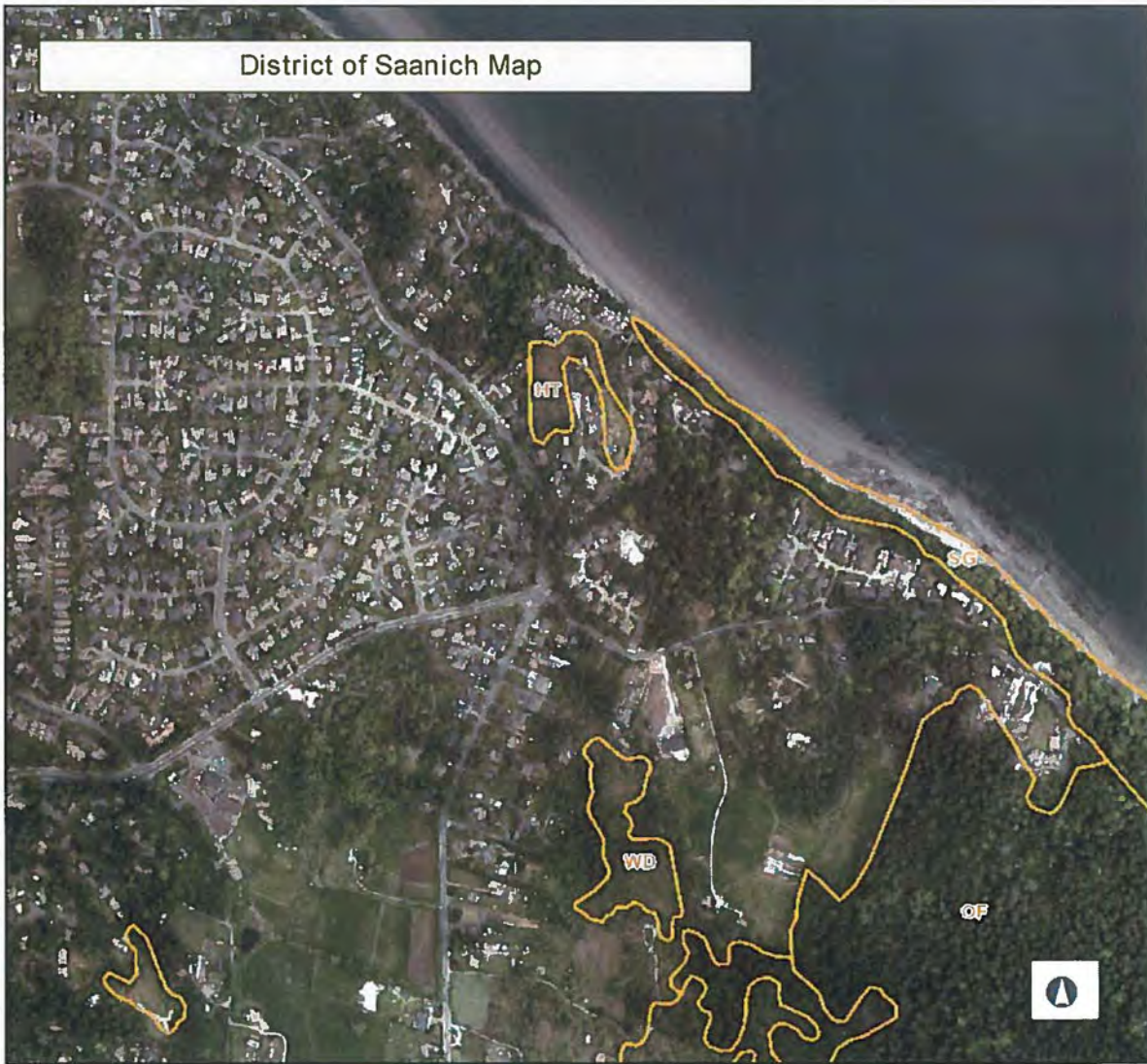
List of Figures

- Fig. 1. Airphoto showing Tree Top Hts. SEI site North end (1:1,000)
- Fig. 2. Airphoto showing Tree Top Hts. SEI site South end (1:1,000)
- Fig. 3. Airphoto showing SEI site and surrounding area (1:8,000)





District of Saanich Map



Legend

 Sensitive Ecosystem Inve

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This map is for general information purposes
and should not be considered authoritative
for any purpose. Accuracy, currency and
precision are not guaranteed.

Photographs

East slope of SEI site at Tree Top Heights



Photo 1. Steep rocky slope: moss covered rocks, licorice fern, grasses, dried up Grand fir and Douglas fir seedlings along the road curve (foreground). Tree Top Heights residences can be seen at top of knoll (Photo taken Oct. 2, 2016 from Carloss Place).



Photo 2. Stonecrop (*Sedum spathulifolium* and *S. lanceolatum*) and moss covered rocks.



Photo 3. Stonecrop and licorice ferns on rocky East facing slope.



Photo 4. Moss covered rocks, Gary oak and arbutus at southeast end of the SEI site.

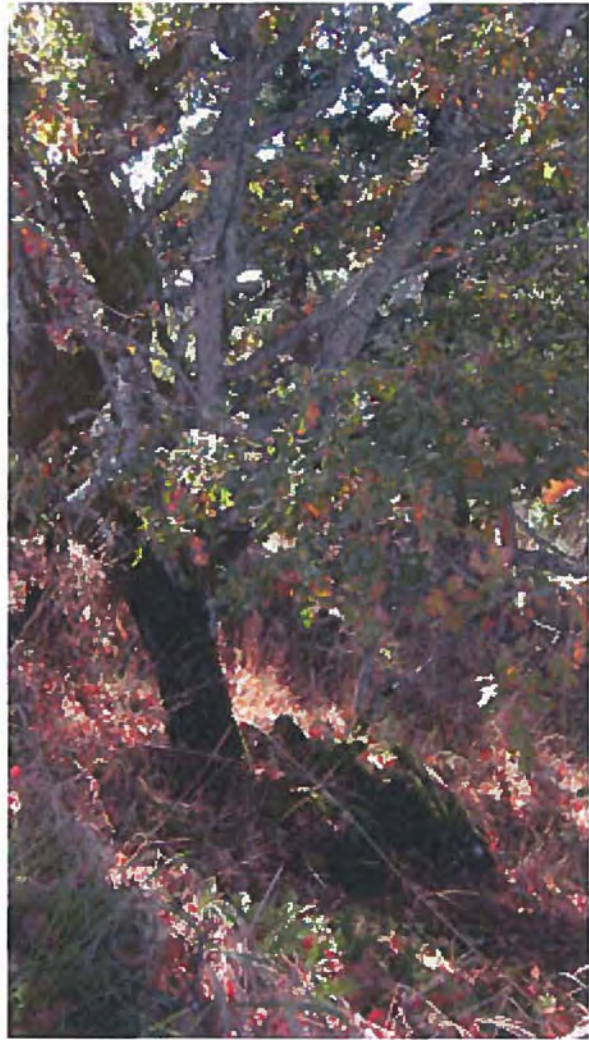
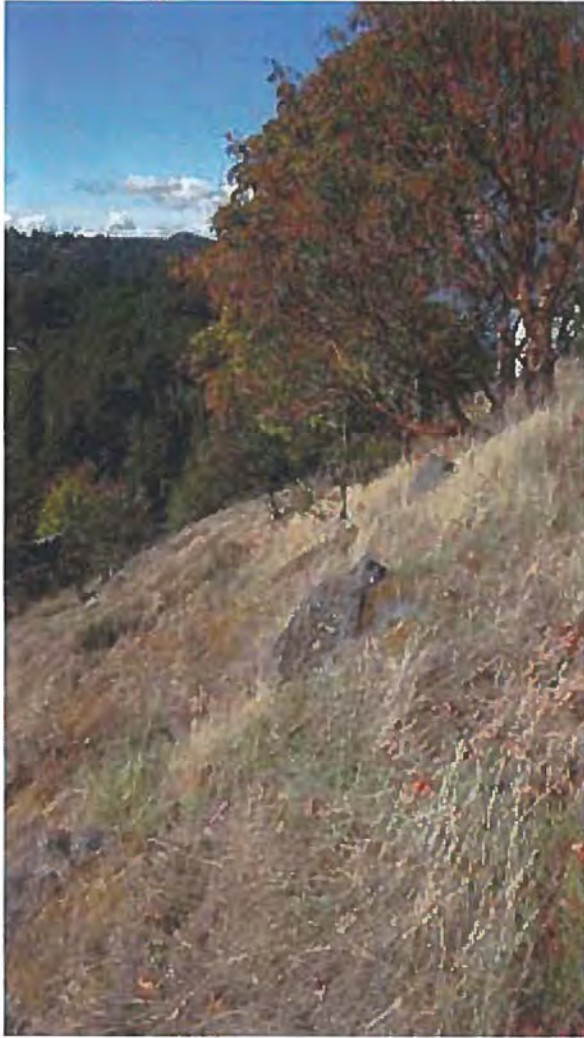
West facing slope of SEI site at Tree Top Heights



Photo 5. Mossy rock outcrops, meadows and scattered Garry oaks on west slope, looking down from Tree Top Heights cul de sac (Oct. 2, 2016).



Photo 6. Mossy rock outcrops, meadows and scattered and stunted Garry oaks on west facing slope, looking down from Tree Top Heights cul de sac (Oct. 2, 2016).



Photos 7 and 8. West facing slope grassy meadows and rock outcrops with scattered mature arbutus and Garry oaks.



Photo 9. Mossy rock outcrop at north end of Tree Top Heights west facing slope.



Photo 10. West facing top of Mount Douglas Park taken from Cordova Bay Road: moss covered rock outcrops with scattered deeper soil pockets and Garry oaks - a similar habitat to Tree Top Heights.

Appendix I
Conservation Value Criteria

Conservation Value Assessment

Landscape context	
Excellent – Score 4	The surrounding landscape has <25% fragmentation due to roads, urban areas, and rural settlements, and no recent industrial activity. Site occurs within a larger landscape with some formal protection status or protected by conservation covenants.
Good – Score 3	Up to 50% of the surrounding landscape is fragmented. The larger landscape context provides some protection from anthropogenic disturbance, although changes to natural disturbance regimes exist (fire suppression; flooding control).
Fair – Score 2	More than 50% of the surrounding landscape is fragmented and affected by anthropogenic influences. Development may currently affect the ecosystem's existence.
Poor – Score 1	Less than 15% of the surrounding landscape consists of natural or semi-natural vegetation, or the ecosystem is completely isolated from natural areas and protected areas.
Condition (C)	
Excellent – Score 4	Minor cover of exotic species occur in the site (<10%). Forested ecological communities are climax vegetation. The community may have minor internal fragmentation (<5%). Wetland and riparian communities have natural hydrology regimes. No artificial structures occur at the site.
Good – Score 3	Some cover of exotic species (10 - 40%). Forested ecological communities may be late seral vegetation. Wetland and riparian communities have largely natural hydrology regimes. There could be moderate internal fragmentation (<25%).
Fair – Score 2	Significant cover of exotic species (40 - 75%). Forested ecological communities typically are young seral vegetation after anthropogenic disturbance. There may be significant alterations of hydrology regime in wetlands and riparian ecological communities. There is moderate internal fragmentation (<25%).
Poor – Score 1	Exotic species dominate a vegetation layer or may total >75%. Significant anthropogenic disturbance, such as removal of soil material or vegetation. There are significant alterations to the hydrology regime in wetlands and riparian ecosystems. High internal fragmentation (>25%), presence of artificial structures or barriers.
Restoration potential (R)	
Excellent – Score 4	The natural species, soils and disturbance regime are mostly intact, only a minor control of invasive species is needed.
Good – Score 3	The natural species, soils and disturbance regime are present, but sustained invasive species work is needed to achieve restoration.
Fair – Score 2	Alterations to the natural disturbance regime require major work. The removal of invasive species will leave major portions of exposed soil, requiring plantings. Many years of work will be needed, to achieve a complete natural appearance.
Poor – Score 1	Soils and vegetation were removed, and site is dominated by alien invasive species. Site may be affected permanently.

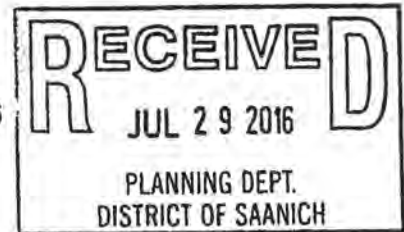
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3

To Adriane Pollard
Manager of Environmental Services
District of Saanich

June 30, 2016



Re: Field Verification and Assessment of Terrestrial Herbaceous Sensitive Ecosystem ESA Mapping at 4755 Cordova Bay Road – Property of

Please accept this as a letter report assessing whether there is an occurrence of a Terrestrial Herbaceous (HT) Sensitive Ecosystem on this property.

I have visited this map unit and property in late May 2016 and early June 2016.

The overall Terrestrial Herbaceous map unit occurs between Treetop Heights and Carlross Place and west towards Cordova Bay Road. The map unit is fairly consistent in vegetative cover overall and has individual differences by property. Much of the map unit is very steep and has shallow to very shallow soils. The map unit has a sparse cover of Garry oak and arbutus. Most of the unit is dominated by invasive species and has very few remaining native species on the properties that this unit encompasses. There is no Sensitive Ecosystem remaining on this map unit. The dominant invasive species include a dense cover of annual brome grasses, Scotch broom, and Himalayan blackberry. Over time, landowners have removed Scotch broom and blackberry, where possible. Native species occur as scattered individuals or as small patches. They include camas, harvest brodiaea, blue wildrye and tall Oregon-grape in very small amounts. Many of the very shallow areas have a dense cover of native moss species that are still in good condition. Most of these rocky areas are on very steep slopes where landowner actions are unlikely to occur. The map unit does not link natural communities to any other natural area (i.e. no corridor), and is surrounded by residential properties in all directions. If this map unit were to be left alone with no invasive shrub removal it would quickly become dominated by a dense cover of Scotch broom and Himalayan blackberry, and the invasive grass species would continue to increase and include other invasive species which are already present in smaller amounts. Restoration will be very difficult on the steeper slopes of this map unit and removal of invasive grasses and planting of native species including native grasses and wildflowers will consume significant resources including time and costs for landowners.

The property at 4755 Cordova Bay Road contains an EDPA buffer area to 4757 Cordova Bay Road, on which no Sensitive Ecosystem remains. This buffer area should be removed from the property.

This property does not support a Sensitive Ecosystem, following the provincial *Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems*, BC MOE Resources Information Standards Committee (December 2006), nor in accordance with the Sensitive Ecosystem standard for Vancouver Island (see below). If the methods from these reports are followed, as recommended by the District of Saanich document: *Guidelines for Verifying and Defining Boundaries of Sensitive Ecosystem Inventory Polygons In the*

Environmental Development Permit Area (#29), it is clear that **there is no Terrestrial Herbaceous Sensitive Ecosystem on the property.**

The Saanich guidelines recommend for a biologist to: "Evaluate each ecological community for ecological sensitivity and at-risk status and determine which class and subclass of Sensitive Ecosystem it belongs to, if any."

I have consulted the two standards recommended by Saanich's 2013 Guidelines document:

- 1) Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems, Ministry of Environment, Resources Information Standards Committee, December 5, 2006, Version 1.0
- 2) Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands 1993-1997. Volume 2: Conservation Manual

According to # 1: "Ecosystems at risk are those that can support ecological communities which are considered to be provincially at risk as designated by the B.C. Conservation Data Center. Sensitive Ecosystems are those that are at-risk or are ecologically fragile. The vegetation species composition and structure **must fall within the expected range of the defined plant association before it is considered an occurrence of that particular plant association.** The ecosystem occurrence itself must have sufficient ecological integrity to be sustained in the foreseeable future if it is to have practical conservation value."

According to # 2, Sensitive ecosystem guidelines seek to conserve the seven sensitive ecosystems in a **relatively natural state.**

The subject property does not meet the definition of an Environmentally Significant Area (ESA) for the following reasons. The property is dominated by invasive species. There are few native species. There is no Sensitive Ecosystem ESA in a **relatively natural state** on this property. The property does not support an **ecological community that can be considered provincially at risk by the BC Conservation Data Center.** This occurrence does not have sufficient ecological integrity to be sustained in the foreseeable future, due to the predominance of alien invasive species.

Following these standards and guidelines it is my professional opinion that **there is no Terrestrial Herbaceous Sensitive Ecosystem ESA on this property.** The boundaries of the current ESA mapping should be refined, as any development would be outside of the Sensitive Ecosystem Environmentally Significant Area (ESA).

The Buffer area and subsequent EDPA designation should be removed from this property for the Terrestrial Herbaceous SEI polygon.

Ted Lea, R.P.Bio.
Vegetation Ecologist

cc.

To Adriane Pollard
Manager of Environmental Services
District of Saanich

June 30, 2016

Re: Field Verification and Assessment of Terrestrial Herbaceous Sensitive Ecosystem ESA Mapping at 4769 Cordova Bay Road – Property of Debbie and Kent Thom

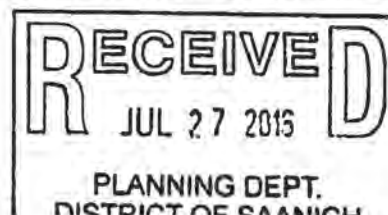
Please accept this as a letter report assessing whether there is an occurrence of a Terrestrial Herbaceous (HT) Sensitive Ecosystem on this property.

I have visited this map unit and property in late May 2016 and early June 2016.

The overall Terrestrial Herbaceous map unit occurs between Treetop Heights and Carloss Place and west towards Cordova Bay Road. The map unit is fairly consistent in vegetative cover overall and has individual differences by property. Much of the map unit is very steep and has shallow to very shallow soils. The map unit has a sparse cover of Garry oak and arbutus. Most of the unit is dominated by invasive species and has very few remaining native species on the properties that this unit encompasses. There is no Sensitive Ecosystem remaining on this map unit. The dominant invasive species include a dense cover of annual brome grasses, Scotch broom, and Himalayan blackberry. Over time, landowners have removed Scotch broom and blackberry, where possible. Native species occur as scattered individuals or as small patches. They include camas, harvest brodiaea, blue wildrye and tall Oregon-grape in very small amounts. Many of the very shallow areas have a dense cover of native moss species that are still in good condition. Most of these rocky areas are on very steep slopes where landowner actions are unlikely to occur. The map unit does not link natural communities to any other natural area (i.e. no corridor), and is surrounded by residential properties in all directions. If this map unit were to be left alone with no invasive shrub removal it would quickly become dominated by a dense cover of Scotch broom and Himalayan blackberry, and the invasive grass species would continue to increase and include other invasive species which are already present in smaller amounts. Restoration will be very difficult on the steeper slopes of this map unit and removal of invasive grasses and planting of native species including native grasses and wildflowers will consume significant resources including time and costs for landowners.

The property at 4769 Cordova Bay Road is dominated by invasive grasses as indicated above. There are a few patches of blue wildrye on the southeast portion of the property. The property has a Garry oak grove to the south. The landowners have removed significant amounts of Scotch broom and Himalayan blackberry.

This property does not support a Sensitive Ecosystem, following the provincial *Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems*, BC MOE Resources Information Standards Committee (December 2006), nor in accordance with the Sensitive Ecosystem standard for Vancouver Island (see below). If the methods from these



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reports are followed, as recommended by the District of Saanich document: *Guidelines for Verifying and Defining Boundaries of Sensitive Ecosystem Inventory Polygons In the Environmental Development Permit Area (#29)*, it is clear that **there is no Terrestrial Herbaceous Sensitive Ecosystem on the property.**

The Saanich guidelines recommend for a biologist to: "Evaluate each ecological community for ecological sensitivity and at-risk status and determine which class and subclass of Sensitive Ecosystem it belongs to, if any."

I have consulted the two standards recommended by Saanich's 2013 Guidelines document:

- 1) Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems, Ministry of Environment, Resources Information Standards Committee, December 5, 2006, Version 1.0
- 2) Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands 1993-1997. Volume 2: Conservation Manual

According to # 1: "Ecosystems at risk are those that can support ecological communities which are considered to be provincially at risk as designated by the B.C. Conservation Data Center. Sensitive Ecosystems are those that are at-risk or are ecologically fragile. The vegetation species composition and structure **must fall within the expected range of the defined plant association before it is considered an occurrence of that particular plant association.** The ecosystem occurrence itself must have sufficient ecological integrity to be sustained in the foreseeable future if it is to have practical conservation value."

According to # 2, Sensitive ecosystem guidelines seek to conserve the seven sensitive ecosystems in a **relatively natural state.**

The subject property does not meet the definition of an Environmentally Significant Area (ESA) for the following reasons. The property is dominated by invasive species. There are few native species. There is no Sensitive Ecosystem ESA in a **relatively natural state** on this property. The property does not support **an ecological community that can be considered provincially at risk by the BC Conservation Data Center.** This occurrence does not have sufficient ecological integrity to be sustained in the foreseeable future, due to the predominance of alien invasive species.

Following these standards and guidelines it is my professional opinion that **there is no Terrestrial Herbaceous Sensitive Ecosystem ESA on this property.** The boundaries of the current ESA mapping should be refined, as any development would be outside of the Sensitive Ecosystem Environmentally Significant Area (ESA).

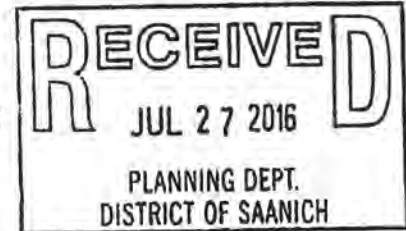
The ESA and subsequent EDPA designation should be removed from this property for the Terrestrial Herbaceous SEI polygon.

Ted Lea, R.P.Bio.
Vegetation Ecologist

cc. Debbie and Kent Thom

To Adriane Pollard
Manager of Environmental Services
District of Saanich

June 30, 2016



Re: Field Verification and Assessment of Terrestrial Herbaceous Sensitive Ecosystem ESA Mapping at 4727 Treetop Heights – Property of John and Julie Barrand

Please accept this as a letter report assessing whether there is an occurrence of a Terrestrial Herbaceous (HT) Sensitive Ecosystem on this property.

I have visited this map unit and property in late May 2016 and early June 2016.

The overall Terrestrial Herbaceous map unit occurs between Treetop Heights and Carloss Place and west towards Cordova Bay Road. The map unit is fairly consistent in vegetative cover overall and has individual differences by property. Much of the map unit is very steep and has shallow to very shallow soils. The map unit has a sparse cover of Garry oak and arbutus. Most of the unit is dominated by invasive species and has very few remaining native species on the properties that this unit encompasses. There is no Sensitive Ecosystem remaining on this map unit. The dominant invasive species include a dense cover of annual brome grasses, Scotch broom, and Himalayan blackberry. Over time, landowners have removed Scotch broom and blackberry, where possible. Native species occur as scattered individuals or as small patches. They include camas, harvest brodiaea, blue wildrye and tall Oregon-grape in very small amounts. Many of the very shallow areas have a dense cover of native moss species that are still in good condition. Most of these rocky areas are on very steep slopes where landowner actions are unlikely to occur. The map unit does not link natural communities to any other natural area (i.e. no corridor), and is surrounded by residential properties in all directions. If this map unit were to be left alone with no invasive shrub removal it would quickly become dominated by a dense cover of Scotch broom and Himalayan blackberry, and the invasive grass species would continue to increase and include other invasive species which are already present in smaller amounts. Restoration will be very difficult on the steeper slopes of this map unit and removal of invasive grasses and planting of native species including native grasses and wildflowers will consume significant resources including time and costs for landowners.

The property at 4727 Treetop Heights is dominated by invasive grasses as indicated above, and also has some spurge-laurel and orchard grass. There are some dense patches of Himalayan blackberry, which the owner had reduced in the past. There are a few patches of Oregon-grape and oceanspray, mostly at the bottom of the property. Few wildflowers remain. Significant amounts of Scotch broom have been removed by the landowner. The property has a few arbutus, Garry oak and broad-leaved maple at the top of the property near the house.

This property does not support a Sensitive Ecosystem, following the provincial *Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping*

Ecosystems at Risk and Other Sensitive Ecosystems, BC MOE Resources Information Standards Committee (December 2006), nor in accordance with the Sensitive Ecosystem standard for Vancouver Island (see below). If the methods from these reports are followed, as recommended by the District of Saanich document: *Guidelines for Verifying and Defining Boundaries of Sensitive Ecosystem Inventory Polygons In the Environmental Development Permit Area (#29)*, it is clear that **there is no Terrestrial Herbaceous Sensitive Ecosystem on the property.**

The Saanich guidelines recommend for a biologist to: "Evaluate each ecological community for ecological sensitivity and at-risk status and determine which class and subclass of Sensitive Ecosystem it belongs to, if any."

I have consulted the two standards recommended by Saanich's 2013 Guidelines document:

- 1) Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems, Ministry of Environment, Resources Information Standards Committee, December 5, 2006, Version 1.0
- 2) Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands 1993-1997. Volume 2: Conservation Manual

According to # 1: "Ecosystems at risk are those that can support ecological communities which are considered to be provincially at risk as designated by the B.C. Conservation Data Center. Sensitive Ecosystems are those that are at-risk or are ecologically fragile. The vegetation species composition and structure **must fall within the expected range of the defined plant association before it is considered an occurrence of that particular plant association.** The ecosystem occurrence itself must have sufficient ecological integrity to be sustained in the foreseeable future if it is to have practical conservation value."

According to # 2, Sensitive ecosystem guidelines seek to conserve the seven sensitive ecosystems in a **relatively natural state.**

The subject property does not meet the definition of an Environmentally Significant Area (ESA) for the following reasons. The property is dominated by invasive species. There are few native species. There is no Sensitive Ecosystem ESA in a **relatively natural state** on this property. The property does not support **an ecological community that can be considered provincially at risk by the BC Conservation Data Center.** This occurrence does not have sufficient ecological integrity to be sustained in the foreseeable future, due to the predominance of alien invasive species.

Following these standards and guidelines it is my professional opinion that **there is no Terrestrial Herbaceous Sensitive Ecosystem ESA on this property.** The

boundaries of the current ESA mapping should be refined, as any development would be outside of the Sensitive Ecosystem Environmentally Significant Area (ESA).

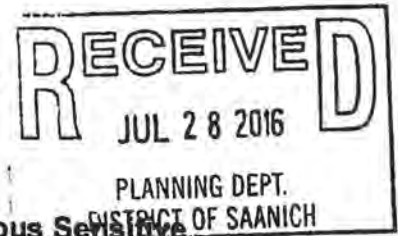
The ESA and subsequent EDPA designation should be removed from this property for the Terrestrial Herbaceous SEI polygon.

Ted Lea, R.P.Bio.
Vegetation Ecologist

cc. John and Julie Barrant

To Adriane Pollard
Manager of Environmental Services
District of Saanich

June 30, 2016



Re: Field Verification and Assessment of Terrestrial Herbaceous Sensitive Ecosystem ESA Mapping at 4731 Treetop Heights – Property of

Please accept this as a letter report assessing whether there is an occurrence of a Terrestrial Herbaceous (HT) Sensitive Ecosystem on this property.

I have visited this map unit and property in late May 2016 and early June 2016.

The overall Terrestrial Herbaceous map unit occurs between Treetop Heights and Carloss Place and west towards Cordova Bay Road. The map unit is fairly consistent in vegetative cover overall and has individual differences by property. Much of the map unit is very steep and has shallow to very shallow soils. The map unit has a sparse cover of Garry oak and arbutus. Most of the unit is dominated by invasive species and has very few remaining native species on the properties that this unit encompasses. There is no Sensitive Ecosystem remaining on this map unit. The dominant invasive species include a dense cover of annual brome grasses, Scotch broom, and Himalayan blackberry. Over time, landowners have removed Scotch broom and blackberry, where possible. Native species occur as scattered individuals or as small patches. They include camas, harvest brodiaea, blue wildrye and tall Oregon-grape in very small amounts. Many of the very shallow areas have a dense cover of native moss species that are still in good condition. Most of these rocky areas are on very steep slopes where landowner actions are unlikely to occur. The map unit does not link natural communities to any other natural area (i.e. no corridor), and is surrounded by residential properties in all directions. If this map unit were to be left alone with no invasive shrub removal it would quickly become dominated by a dense cover of Scotch broom and Himalayan blackberry, and the invasive grass species would continue to increase and include other invasive species which are already present in smaller amounts. Restoration will be very difficult on the steeper slopes of this map unit and removal of invasive grasses and planting of native species including native grasses and wildflowers will consume significant resources including time and costs for landowners.

The property at 4731 Treetop Heights, where a more gently sloping area occurs within the mapped SEI polygon, east of the house, is mostly ornamental garden and lawn. The rest of the property is dominated by invasive grasses as indicated above, and also has significant dense patches of Himalayan blackberry. There are a few patches of Oregon-grape and oceanspray, mostly at the bottom of the property. Few wildflowers remain. Areas of moss occur on very steep rocky slopes.

This property does not support a Sensitive Ecosystem, following the provincial *Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems*, BC MOE Resources Information Standards Committee (December 2006), nor in accordance with the Sensitive

Ecosystem standard for Vancouver Island (see below). If the methods from these reports are followed, as recommended by the District of Saanich document: *Guidelines for Verifying and Defining Boundaries of Sensitive Ecosystem Inventory Polygons In the Environmental Development Permit Area (#29)*, it is clear that **there is no Terrestrial Herbaceous Sensitive Ecosystem on the property.**

The Saanich guidelines recommend for a biologist to: "Evaluate each ecological community for ecological sensitivity and at-risk status and determine which class and subclass of Sensitive Ecosystem it belongs to, if any."

I have consulted the two standards recommended by Saanich's 2013 Guidelines document:

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- 2) Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands 1993-1997. Volume 2: Conservation Manual

According to # 1: "Ecosystems at risk are those that can support ecological communities which are considered to be provincially at risk as designated by the B.C. Conservation Data Center. Sensitive Ecosystems are those that are at-risk or are ecologically fragile. The vegetation species composition and structure **must fall within the expected range of the defined plant association before it is considered an occurrence of that particular plant association.** The ecosystem occurrence itself must have sufficient ecological integrity to be sustained in the foreseeable future if it is to have practical conservation value."

According to # 2, Sensitive ecosystem guidelines seek to conserve the seven sensitive ecosystems in a **relatively natural state.**

The subject property does not meet the definition of an Environmentally Significant Area (ESA) for the following reasons. The property is dominated by invasive species. There are few native species. There is no Sensitive Ecosystem ESA in a **relatively natural state** on this property. The property does not support an **ecological community that can be considered provincially at risk by the BC Conservation Data Center.** This occurrence does not have sufficient ecological integrity to be sustained in the foreseeable future, due to the predominance of alien invasive species.

Following these standards and guidelines it is my professional opinion that **there is no Terrestrial Herbaceous Sensitive Ecosystem ESA on this property.** The boundaries of the current ESA mapping should be refined, as any development would be outside of the Sensitive Ecosystem Environmentally Significant Area (ESA).

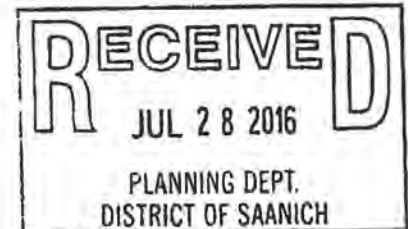
The ESA and subsequent EDPA designation should be removed from this property for the Terrestrial Herbaceous SEI polygon.

Ted Lea, R.P.Bio.
Vegetation Ecologist

cc.

To Adriane Pollard
Manager of Environmental Services
District of Saanich

June 30, 2016



Re: Field Verification and Assessment of Terrestrial Herbaceous Sensitive Ecosystem ESA Mapping at 4735 Treetop Heights – Property of Christopher and Colleen

Please accept this as a letter report assessing whether there is an occurrence of a Terrestrial Herbaceous (HT) Sensitive Ecosystem on this property.

I have visited this map unit and property in late May 2016 and early June 2016.

The overall Terrestrial Herbaceous map unit occurs between Treetop Heights and Carlross Place and west towards Cordova Bay Road. The map unit is fairly consistent in vegetative cover overall and has individual differences by property. Much of the map unit is very steep and has shallow to very shallow soils. The map unit has a sparse cover of Garry oak and arbutus. Most of the unit is dominated by invasive species and has very few remaining native species on the properties that this unit encompasses. There is no Sensitive Ecosystem remaining on this map unit. The dominant invasive species include a dense cover of annual brome grasses, Scotch broom, and Himalayan blackberry. Over time, landowners have removed Scotch broom and blackberry, where possible. Native species occur as scattered individuals or as small patches. They include camas, harvest brodiaea, blue wildrye and tall Oregon-grape in very small amounts. Many of the very shallow areas have a dense cover of native moss species that are still in good condition. Most of these rocky areas are on very steep slopes where landowner actions are unlikely to occur. The map unit does not link natural communities to any other natural area (i.e. no corridor), and is surrounded by residential properties in all directions. If this map unit were to be left alone with no invasive shrub removal it would quickly become dominated by a dense cover of Scotch broom and Himalayan blackberry, and the invasive grass species would continue to increase and include other invasive species which are already present in smaller amounts. Restoration will be very difficult on the steeper slopes of this map unit and removal of invasive grasses and planting of native species including native grasses and wildflowers will consume significant resources including time and costs for landowners.

The property at 4735 Treetop Heights, where a more gently sloping area occurs within the mapped SEI polygon, east of the house, is mostly ornamental garden and lawn. The rest of the property is dominated by invasive grasses as indicated above, and also has some large dense patches of Himalayan blackberry. Few wildflowers remain. There are some small patches of blue wildrye and areas of moss on steeper rock.

This property does not support a Sensitive Ecosystem, following the provincial *Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems*, BC MOE Resources Information Standards Committee (December 2006), nor in accordance with the Sensitive

Ecosystem standard for Vancouver Island (see below). If the methods from these reports are followed, as recommended by the District of Saanich document: *Guidelines for Verifying and Defining Boundaries of Sensitive Ecosystem Inventory Polygons In the Environmental Development Permit Area (#29)*, it is clear that **there is no Terrestrial Herbaceous Sensitive Ecosystem on the property.**

The Saanich guidelines recommend for a biologist to: "Evaluate each ecological community for ecological sensitivity and at-risk status and determine which class and subclass of Sensitive Ecosystem it belongs to, if any."

I have consulted the two standards recommended by Saanich's 2013 Guidelines document:

- 1) Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems, Ministry of Environment, Resources Information Standards Committee, December 5, 2006, Version 1.0
- 2) Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands 1993-1997. Volume 2: Conservation Manual

According to # 1: "Ecosystems at risk are those that can support ecological communities which are considered to be provincially at risk as designated by the B.C. Conservation Data Center. Sensitive Ecosystems are those that are at-risk or are ecologically fragile. The vegetation species composition and structure **must fall within the expected range of the defined plant association before it is considered an occurrence of that particular plant association.** The ecosystem occurrence itself must have sufficient ecological integrity to be sustained in the foreseeable future if it is to have practical conservation value."

According to # 2, Sensitive ecosystem guidelines seek to conserve the seven sensitive ecosystems in a **relatively natural state.**

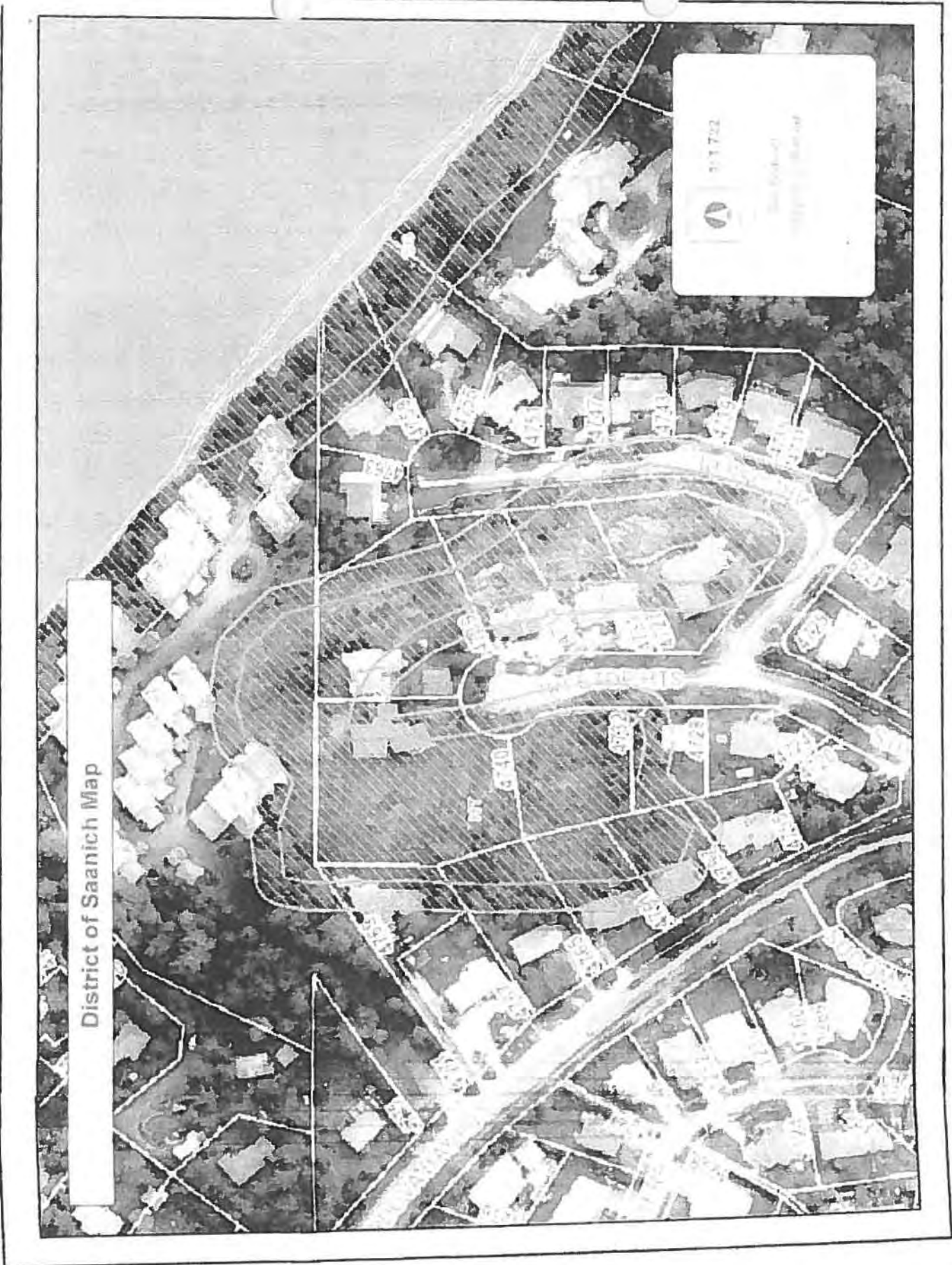
The subject property does not meet the definition of an Environmentally Significant Area (ESA) for the following reasons. The property is dominated by invasive species. There are few native species. There is no Sensitive Ecosystem ESA in a **relatively natural state** on this property. The property does not support an **ecological community that can be considered provincially at risk by the BC Conservation Data Center.** This occurrence does not have sufficient ecological integrity to be sustained in the foreseeable future, due to the predominance of alien invasive species.

Following these standards and guidelines it is my professional opinion that **there is no Terrestrial Herbaceous Sensitive Ecosystem ESA on this property.** The boundaries of the current ESA mapping should be refined, as any development would be outside of the Sensitive Ecosystem Environmentally Significant Area (ESA).

The ESA and subsequent EDPA designation should be removed from this property for the Terrestrial Herbaceous SEI polygon.

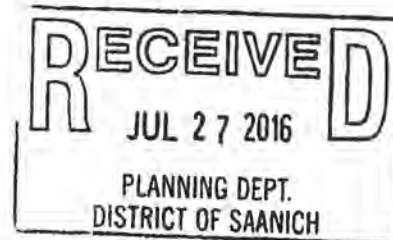
Ted Lea, R.P.Bio.
Vegetation Ecologist

cc. Christopher and Colleen



To Adriane Pollard
Manager of Environmental Services
District of Saanich

June 30, 2016



Re: Field Verification and Assessment of Terrestrial Herbaceous Sensitive Ecosystem ESA Mapping at 4739 Treetop Heights – Property of

Please accept this as a letter report assessing whether there is an occurrence of a Terrestrial Herbaceous (HT) Sensitive Ecosystem on this property.

I have visited this map unit and property in late May 2016 and early June 2016.

The overall Terrestrial Herbaceous map unit occurs between Treetop Heights and Carloss Place and west towards Cordova Bay Road. The map unit is fairly consistent in vegetative cover overall and has individual differences by property. Much of the map unit is very steep and has shallow to very shallow soils. The map unit has a sparse cover of Garry oak and arbutus. Most of the unit is dominated by invasive species and has very few remaining native species on the properties that this unit encompasses. There is no Sensitive Ecosystem remaining on this map unit. The dominant invasive species include a dense cover of annual brome grasses, Scotch broom, and Himalayan blackberry. Over time, landowners have removed Scotch broom and blackberry, where possible. Native species occur as scattered individuals or as small patches. They include camas, harvest brodiaea, blue wildrye and tall Oregon-grape in very small amounts. Many of the very shallow areas have a dense cover of native moss species that are still in good condition. Most of these rocky areas are on very steep slopes where landowner actions are unlikely to occur. The map unit does not link natural communities to any other natural area (i.e. no corridor), and is surrounded by residential properties in all directions. If this map unit were to be left alone with no invasive shrub removal it would quickly become dominated by a dense cover of Scotch broom and Himalayan blackberry, and the invasive grass species would continue to increase and include other invasive species which are already present in smaller amounts. Restoration will be very difficult on the steeper slopes of this map unit and removal of invasive grasses and planting of native species including native grasses and wildflowers will consume significant resources including time and costs for landowners.

The property at 4739 Treetop Heights, where a more gently sloping area occurs within the mapped SEI polygon, east and south of the house, is mostly ornamental garden and lawn. There is a Douglas-fir grove to the north of the house, which has an understory of saskatoon and dense orchard grass. The rest of the property is very steep and is dominated by invasive grasses as indicated above, with some moss patches. There are some patches of Himalayan blackberry and some Scotch broom. Few native wildflowers remain. There are a few small patches of blue wildrye.

This property does not support a Sensitive Ecosystem, following the provincial *Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems*, BC MOE Resources Information

Standards Committee (December 2006), nor in accordance with the Sensitive Ecosystem standard for Vancouver Island (see below). If the methods from these reports are followed, as recommended by the District of Saanich document: *Guidelines for Verifying and Defining Boundaries of Sensitive Ecosystem Inventory Polygons In the Environmental Development Permit Area (#29)*, it is clear that **there is no Terrestrial Herbaceous Sensitive Ecosystem on the property.**

The Saanich guidelines recommend for a biologist to: "Evaluate each ecological community for ecological sensitivity and at-risk status and determine which class and subclass of Sensitive Ecosystem it belongs to, if any."

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- 2) Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands 1993-1997. Volume 2: Conservation Manual

According to # 1: "Ecosystems at risk are those that can support ecological communities which are considered to be provincially at risk as designated by the B.C. Conservation Data Center. Sensitive Ecosystems are those that are at-risk or are ecologically fragile. The vegetation species composition and structure **must fall within the expected range of the defined plant association before it is considered an occurrence of that particular plant association.** The ecosystem occurrence itself must have sufficient ecological integrity to be sustained in the foreseeable future if it is to have practical conservation value."

According to # 2, Sensitive ecosystem guidelines seek to conserve the seven sensitive ecosystems in a **relatively natural state.**

The subject property does not meet the definition of an Environmentally Significant Area (ESA) for the following reasons. The property is dominated by invasive species. There are few native species. There is no Sensitive Ecosystem ESA in a **relatively natural state** on this property. The property does not support **an ecological community that can be considered provincially at risk by the BC Conservation Data Center.** This occurrence does not have sufficient ecological integrity to be sustained in the foreseeable future, due to the predominance of alien invasive species.

Following these standards and guidelines it is my professional opinion that **there is no Terrestrial Herbaceous Sensitive Ecosystem ESA on this property.** The boundaries of the current ESA mapping should be refined, as any development would be outside of the Sensitive Ecosystem Environmentally Significant Area (ESA).

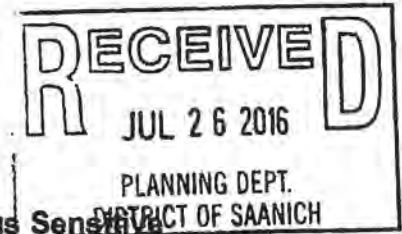
The ESA and subsequent EDPA designation should be removed from this property for the Terrestrial Herbaceous SEI polygon.

Ted Lea, R.P.Bio.
Vegetation Ecologist

cc.

To Adriane Pollard
Manager of Environmental Services
District of Saanich

June 30, 2016



Re: Field Verification and Assessment of Terrestrial Herbaceous Sensitive Ecosystem ESA Mapping at 4740 Treetop Heights – Property of

Please accept this as a letter report assessing whether there is an occurrence of a Terrestrial Herbaceous (HT) Sensitive Ecosystem on this property.

I have visited this map unit and property in late May 2016 and early June 2016.

The overall Terrestrial Herbaceous map unit occurs between Treetop Heights and Carloss Place and west towards Cordova Bay Road. The map unit is fairly consistent in vegetative cover overall and has individual differences by property. Much of the map unit is very steep and has shallow to very shallow soils. The map unit has a sparse cover of Garry oak and arbutus. Most of the unit is dominated by invasive species and has very few remaining native species on the properties that this unit encompasses. There is no Sensitive Ecosystem remaining on this map unit. The dominant invasive species include a dense cover of annual brome grasses, Scotch broom, and Himalayan blackberry. Over time, landowners have removed Scotch broom and blackberry, where possible. Native species occur as scattered individuals or as small patches. They include camas, harvest brodiaea, blue wildrye and tall Oregon-grape in very small amounts. Many of the very shallow areas have a dense cover of native moss species that are still in good condition. Most of these rocky areas are on very steep slopes where landowner actions are unlikely to occur. The map unit does not link natural communities to any other natural area (i.e. no corridor), and is surrounded by residential properties in all directions. If this map unit were to be left alone with no invasive shrub removal it would quickly become dominated by a dense cover of Scotch broom and Himalayan blackberry, and the invasive grass species would continue to increase and include other invasive species which are already present in smaller amounts. Restoration will be very difficult on the steeper slopes of this map unit and removal of invasive grasses and planting of native species including native grasses and wildflowers will consume significant resources including time and costs for landowners.

The property at 4740 Treetop Heights is dominated by invasive grasses as indicated above. There are some patches of Himalayan blackberry and some Scotch broom. There are a few patches of tall Oregon-grape on the southeast portion of the property and oceanspray at the southwest portion. Few wildflowers remain, except for a few small patches of camas and a few individuals of harvest brodiaea. The property has a Garry oak grove in the lower portion of the property, to the west.

This property does not support a Sensitive Ecosystem, following the provincial *Standard for Mapping Ecosystems at Risk in British Columbia: An Approach to Mapping Ecosystems at Risk and Other Sensitive Ecosystems*, BC MOE Resources Information Standards Committee (December 2006), nor in accordance with the Sensitive

Ecosystem standard for Vancouver Island (see below). If the methods from these reports are followed, as recommended by the District of Saanich document: *Guidelines for Verifying and Defining Boundaries of Sensitive Ecosystem Inventory Polygons In the Environmental Development Permit Area (#29)*, it is clear that **there is no Terrestrial Herbaceous Sensitive Ecosystem on the property.**

The Saanich guidelines recommend for a biologist to: "Evaluate each ecological community for ecological sensitivity and at-risk status and determine which class and subclass of Sensitive Ecosystem it belongs to, if any."

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- 2) Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands 1993-1997. Volume 2: Conservation Manual

According to # 1: "Ecosystems at risk are those that can support ecological communities which are considered to be provincially at risk as designated by the B.C. Conservation Data Center. Sensitive Ecosystems are those that are at-risk or are ecologically fragile. The vegetation species composition and structure **must fall within the expected range of the defined plant association before it is considered an occurrence of that particular plant association.** The ecosystem occurrence itself must have sufficient ecological integrity to be sustained in the foreseeable future if it is to have practical conservation value."

According to # 2, Sensitive ecosystem guidelines seek to conserve the seven sensitive ecosystems in a **relatively natural state.**

The subject property does not meet the definition of an Environmentally Significant Area (ESA) for the following reasons. The property is dominated by invasive species. There are few native species. There is no Sensitive Ecosystem ESA in a **relatively natural state** on this property. The property does not support **an ecological community that can be considered provincially at risk by the BC Conservation Data Center.** This occurrence does not have sufficient ecological integrity to be sustained in the foreseeable future, due to the predominance of alien invasive species.

Following these standards and guidelines it is my professional opinion that **there is no Terrestrial Herbaceous Sensitive Ecosystem ESA on this property.** The boundaries of the current ESA mapping should be refined, as any development would be outside of the Sensitive Ecosystem Environmentally Significant Area (ESA).

The ESA and subsequent EDPA designation should be removed from this property for the Terrestrial Herbaceous SEI polygon.

Ted Lea, R.P.Bio.
Vegetation Ecologist

cc.

2860-25
Treetop

To: Mayor and Council
From: Rosalie and Stephen Davis (4731 Treetop Heights, Victoria BC V8Y-1E3)
Date: March 22, 2017
Re: EDPA

Dear Mayor and Council,

We reside at 4731 Treetop Heights and have done so since 1980. Thank you for hearing our request to remove our property from the EDPA. As we cannot make the meeting, I have asked our neighbor, John Barrand to be our eyes and ears and speak on our behalf.

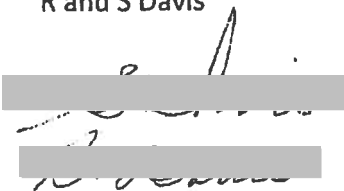
We strongly believe that our property has no "Environmental Sensitive Areas" and have been doing our best to keep back "Invasive Species". We had a Registered Biologist (Ted Lea) walk our property and his report clearly stated that there is NO Sensitive Ecosystem ESA in a relative natural state on our property.

We both enjoy our property and home very much. We have no plans to develop our property, but are asking to have our property removed from the EDPA, for it should not be in the EDPA, which by what we have seen on current mapping, goes thru the center of our home. As we both are aging, there will be a time when we both have to relocate/sell to better accommodate our needs. Thus, the EDPA could decrease the value of our property. Retirement and funds will be based on the value of the home when the time comes to sell it.

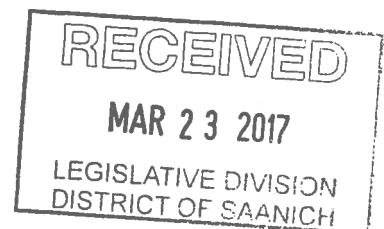
Thank you for taking time, to consider removing us from the EDPA and correcting the mapping error.

Respectfully,

R and S Davis



/sd



2860-25 Cordova Bay

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INFORMATION	<input type="checkbox"/>
REFER TO WRITER	<input type="checkbox"/>
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REPORT	<input type="checkbox"/>
FOR	
from EDPA	
ACKNOWLEDGED:	

From: [Redacted]
To: <mayor@saanich.ca>
Date: 3/21/2017 5:38 PM
Subject: Request for property at 4769 Cordova Bay Road be removed

Dear Mayor and Council

We would be attending the hearing on March 27, however [Redacted]
Our neighbours have graciously agreed to present this letter on our behalf.

My husband Kent and I, and our family have lived in this home for 12 years and love being part of the Cordova Bay community. According to the biologist Ted Lea's report that was submitted previously, our home is one of the properties listed in the EDPA because of a mapping error. One of our main concerns is that this inclusion in the EDPA could negatively impact our property value. We also feel it important to advise you that we have no intention to develop anywhere on our property in the future.

It's our understanding that other property owners on Treetop Heights and Cordova Bay have invited Mayor and Council to visit our properties. We have already given our approval for Mayor and Council to do so at the same time they visit our neighbours' along with Ted and John.

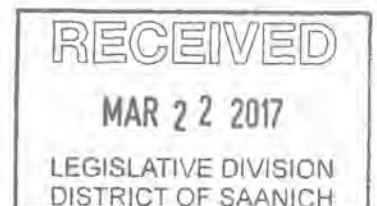
We trust that after listening to our collective position, you will agree with us that removing our property from the EDPA is the correct thing to do.

We want thank for your consideration, and your time.

Respectfully,
Kent and Debbie Thom

Sent from my iPad

Sent from my iPad



Council - Tree Top Heights and Cordova Bay EDPA meeting March 27th

General SH ✓ MAR 22 2017

From: "johjul" [redacted]
 To: <council@saanich.ca>
 Date: 3/18/2017 8:01 AM
 Subject: Tree Top Heights and Cordova Bay EDPA meeting March 27th
 CC: "Ted Lea" <tedloralea@shaw.ca>, <walkthelake@gmail.com>, <bawinters@sh...>

INFORMATION
 REPLY TO WINTER
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 ACKNOWLEDGED: BIM ✓

Dear Mayor and Council,

In preparation for the Council meeting on March 27th concerning Tree Top Heights and Cordova Bay property owners' request to have their property removed from EDPA, the concerned property owners cordially invite you to visit our properties. We believe that visiting our properties will give each of you a first hand view of why our properties should be removed from EDPA.

If we can coordinate our schedules, Ted Lea will be available to show you the properties and answer any questions you might have.

We are sorry about the short notice but, we were only advised yesterday that our hearing will be March 27th. Could you please advise me of your desire and availability to visit our properties and I will coordinate the property owners and Ted.

Thank you
John Barrand
[redacted] Tree Top Heights

