Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Notice of Meeting and Meeting Agenda
Regional Parks Committee

Wednesday, January 22, 2020 | **10:00 AM** | **6th Floor Boardroom, 625 Fisgard St. Victoria, BC V8W 1R7**

B. Isitt (Chair), D. Screech (Vice Chair), F. Haynes, J. Loveday, C. McNeil-Smith, R. Martin, R. Mersereau, J. Ranns, L. Seaton, M. Tait, G. Young, C. Plant (Board Chair, ex-officio)

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

4. Chair's Remarks

5. Presentations/Delegations

5.1. 20-074 Delegation - Adam Kreek; Resident of Saanich: Re: Agenda Item 7.3.: Options for CRD Contribution toward the Acquisition of Kings Road Park

5.2. 20-075 Delegation - Rob Vanzella; Resident of Saanich: Re: Agenda Item 7.3.: Options for CRD Contribution toward the Acquisition of Kings Road Park

5.3. 20-076 Delegation - Ian Graeme; Resident of Saanich: Re: Agenda Item 7.3.: Options for CRD Contribution toward the Acquisition of Kings Road Park

6. Motion to Close the Meeting

6.1. 20-070 Motion to Close the Meeting

Recommendation: That the meeting be closed for Land Acquisition in accordance with the Community section 90 (1)(e).

7. Committee Business

7.1. 20-058 Regional Parks Committee - Terms of Reference

Recommendation: The Regional Parks Committee recommends to the Capital Regional District Board: That the Terms of Reference be approved.

Attachments: Staff Report: Regional Parks - Terms of Reference

Appendix A: 2020 Regional Parks - Terms of Reference

7.2. 19-861 2019-2022 Parks & Environment Service Planning

Recommendation: [This report was brought forward from the previous Parks and Environment Committee and is here for any questions and discussion related to the Regional Parks items.]

The Regional Parks Committee receives the report for information.

Attachments:
- Staff Report: 2019-2022 Parks & Environment Service Planning
- Appendix A: 2020 Community Needs Summary - Climate Action & Adaptation
- Appendix B: 2020 Community Needs Summary - Parks & Natural Resource Pro
- Appendix C: 2020 Community Needs Summary - Landfill & Recycling
- Appendix D: 2019-2022 Service Planning and Budget Process
- REVISED Appendix B:2020 Community Needs Summary -Parks & Natural Res

7.3. 20-063 Options for CRD Contribution toward the Acquisition of Kings Road Park

Recommendation: The Regional Parks Committee recommends to the Capital Regional District Board: That staff bring a renewed land acquisition strategy and land acquisition criteria to the Regional Parks Committee in March 2020 for review and recommendation to the Board.

Attachments:
- Staff Report: Options for CRD Contribution - Kings Road Park
- Appendix A: Map of Kings Road Property (District of Saanich)

7.4. 20-053 Response to Notice of Motion: Dog Management Policy Applied to CRD Regional Parks and Trails within the District of Sooke

Recommendation: The Regional Parks Committee receives this report for information.

Attachments:
- Staff Report: Dog Management Policy - Regional Parks in Sooke
- Appendix A: Comparision of Dog Management Policy
- Appendix B: Record of Feedback from Management Planning Process

7. Notice(s) of Motion

8. New Business

9. Adjournment

Next Meeting: February 26, 2020

To ensure quorum, please advise Tamara Pillipow (tpillipow@crd.bc.ca) if you or your alternate cannot attend.

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REPORT TO REGIONAL PARKS COMMITTEE
MEETING OF WEDNESDAY, JANUARY 22, 2020

SUBJECT **Regional Parks Committee – Terms of Reference**

ISSUE SUMMARY

The purpose of this report is to provide the 2020 Terms of Reference for the CRD Board's Standing Committees.

BACKGROUND

Under the *Local Government Act* and the CRD Board Procedures Bylaw, the CRD Board Chair has the authority to establish Standing Committees and appoint members to provide advice and recommendations to the Board. At the December 11, 2019 Board meeting, Chair Plant established the 2020 committee structure and appointments to those committees.

Terms of Reference (TOR) serve to clarify the mandate, responsibilities and procedures of standing committees and provide a point of reference and guidance for the committees and members. This year, the TOR for the following continuing standing committees, where no changes were made from 2019, will be sent to the committees for their information:

- Core Area Liquid Waste Management Committee
- Electoral Areas Committee
- First Nations Relations Committee
- Governance & Finance Committee
- Hospitals & Housing Committee

The only changes made to the continuing standing committees' TOR are to reference 2020, rather than 2019. Any revisions by the committee to its TOR will require ratification by the Board.

For committees where changes to structure were made, the TOR will be received by the standing committee and referred to the Board for approval. They are:

- The Regional Parks Committee and the Environmental Services Committee (previously the Parks & Environment Committee), and
- The Planning, Transportation and Protective Services Committee (previously the Transportation Committee and the Planning and Protective Services Committee).

ALTERNATIVES

Alternative 1
The Regional Parks Committee recommends to the Capital Regional District Board:
That the Terms of Reference be approved.

Alternative 2
The Regional Parks Committee recommends to the Capital Regional District Board:
That the Terms of Reference be approved, as amended.

CONCLUSION

Terms of Reference (TOR) serve to clarify the mandate, responsibilities and procedures of governing committees and provide a point of reference and guidance for the committees and their members. The 2020 TOR are provided for the information of continuing standing committees, and for approval of the Board to confirm the mandate of restructured standing committees.

RECOMMENDATION

The Regional Parks Committee recommends to the Capital Regional District Board:
That the Terms of Reference be approved.

Submitted by:	Emilie Gorman, MPA, Manager, Legislative Services & Deputy Corporate Officer
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

ATTACHMENT

Appendix A: 2020 Regional Parks Committee – Terms of Reference

Terms of Reference

REGIONAL PARKS COMMITTEE

PREAMBLE

The Capital Regional District (CRD) Regional Parks Committee is a standing committee established by the CRD Board and will oversee and make recommendations to the Board regarding regional parks.

The Committee's official name is to be:

Regional Parks Committee

1.1 PURPOSE

a) The mandate of the Committee includes overseeing and making recommendations to the Board regarding the following functions:

i. Regional parks, including land acquisition, management, operations and programs
ii. Regional Parks Strategic Plan, Land Acquisition Strategy

2.1 ESTABLISHMENT AND AUTHORITY

a) The committee will make recommendations to the Board for consideration; and

b) The Board Chair will appoint the Committee Chair, Vice Chair and committee members.

3.1 COMPOSITION

a) The Chair, Vice Chairs and members are appointed annually by the Board Chair.

b) All Board members are permitted to participate in standing committee meetings, but not vote, where an item of local significance is on the agenda (Board resolution Nov. 12, 2014).

4.1 PROCEDURES

a) The committee shall meet on a monthly basis, except August and December, and have special meetings as required;

b) The agenda will be finalized in consultation between staff and the Committee Chair and any committee member may make a request to the Chair to place a matter on the agenda;

c) With the approval of the Committee Chair and the Board Chair, committee matters of an urgent or time sensitive nature may be forwarded directly to the Board for consideration; and

d) A quorum is a majority of the committee membership and is required to conduct committee business.

5.1 RESOURCES AND SUPPORT

a) The General Manager Parks & Environmental Services will act as liaison to the committee; and

b) Minutes and agendas are prepared and distributed by the Corporate Services Department.

Approved by the CRD Board on _____

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EHQ 19-65

REPORT TO THE PARKS & ENVIRONMENT COMMITTEE
MEETING OF WEDNESDAY, OCTOBER 23, 2019

SUBJECT **2019-2022 Parks & Environment Service Planning**

ISSUE

To provide the Parks & Environment Committee with an overview of relevant initiatives undertaken by the Parks and Environmental Services Department in 2019 and planned for 2020 to deliver on approved Board Priorities and the Corporate Plan.

BACKGROUND

The Board completed its strategic planning early in 2019 and subsequently approved the *Capital Regional District (CRD) Board Strategic Priorities 2019-2022*. Top priorities included:

1. Community Wellbeing – Transportation & Housing
2. Climate Action & Environmental Stewardship
3. First Nations Reconciliation
4. Advocacy, Governance & Accountability

Following Board confirmation of priorities, staff prepared the 2019-2022 CRD *Corporate Plan* to identify potential initiatives to advance Board priorities. The Corporate Plan also identified initiatives to deliver on the CRD's established service mandates, approved plans and corporate priorities. Progress on the priorities is reported quarterly under the corporate priorities dashboard.

Appendix A provides an overview of the Community Needs Summary – Climate Action & Adaptation, Appendix B: Community Needs Summary – Parks & Natural Resource Protection and Appendix C: Community Needs Summary – Landfill & Recycling. Each summary identifies the core service levels and a list of the new initiatives proposed for 2020.

The Service Planning process gathered information necessary to assemble a provisional budget for Committee and Board review. The purpose of this report is to explain how the Climate Action, Regional Parks and Environmental Resource Management provisional budgets connects to Board Priorities and the Corporate Plan.

A staff report (Appendix D) outlines the 2019-2022 Service Planning and Budget Process and was received at the October 2, 2019 Governance and Finance Committee.

ALTERNATIVES

Alternative 1

That the Parks & Environment Committee recommend to the Capital Regional District Board:

That the new initiatives proposed in the provisional budgets related to the Parks & Environment Committee mandate (Appendix A: *Community Needs Summary - Climate Action & Adaptation, Appendix B: Community Needs Summary - Parks & Natural Resource Protection and Appendix C: Community Needs Summary – Landfill & Recycling*) be advanced to the October 30, 2019 Provisional Budget review process.

Alternative 2

That the new initiatives proposed in the provisional budgets related to the Parks & Environment Committee mandate (Appendix A: Community Needs Summary - Climate Action & Adaptation, Appendix B: Community Needs Summary - Parks & Natural Resource Protection and Appendix C: Community Needs Summary – Landfill & Recycling) be referred back to staff for additional information.

DISCUSSION

Initiatives identified in the Corporate Plan (including Board Priorities) cannot be undertaken without resourcing. The Board determines resourcing through its annual review and approval of financial plans. To support the Board's decision-making, staff, through the service planning process, provide recommendations on funding, timing and service levels.

FINANCIAL IMPLICATIONS

All of the initiatives from the Community Needs Summaries discussed in this report that have a resourcing impact in 2020 are presented in the following table.

Table 1: Community Needs Summary – Climate Action & Adaptation, Parks & Natural Resource Protection and Landfill & Recycling Initiatives 5b-4, 5c-1, 6a-8, 6b-4, 6d-1 and 9b-4.

#	Initiatives	Description	Budget Year	New FTEs for 2020	Budget Impact
Climate & Adaptation					
5b-4	GHGe Reduction through alternative fuel	Determine how to reduce Green House Gas Emissions through an alternative fuel source or by off-setting	2020 - 2022		Included in Provisional Budget
5c-1	Regional Sea Level Rise	Undertake detailed regional sea level rise modeling and mapping to inform local government of flood hazard plans and policies	2019 - 2020		Included in Provisional Budget

#	Initiatives	Description	Budget Year	New FTEs for 2020	Budget Impact
Parks & Natural Resource Protection					
6a-8	Capital Reserve	Increase in funding to Capital Reserve, in order to address high value and critical capital infrastructure in regional parks	2020		Included in Provisional Budget
6b-4	Enhance Parks Operations	Enhance operations service levels	2020	5.0 ongoing	Included in Provisional Budget
6d-1	Engage with First Nations	Undertake engagement with First Nations regarding greater collaboration and Parks management	2020		Absorbed within Core Service
Landfill & Recycling					
9b-4	Electronic Stewardship Attendant *	Electronics Stewardship Attendant	2020	1.0 Ongoing	Already Funded

Climate Action & Adaptation

5b-4

Starting in 2020 the CRD will offset 10,000 GJ of conventional natural gas to renewable natural gas (RNG) within CRD facilities. This was identified as an emissions reduction action in the CRD's Corporate Climate Action Strategy and will reduce the CRD's corporate emissions by approximately 500 tonnes of CO2e/year, meeting the CRD's 2020 greenhouse gas reduction target. The incremental cost to the organization is $90,000 per year for two years apportioned to the organization's five largest natural gas using facilities (i.e. CRD Headquarters, Integrated Water Services, Panorama Recreation Centre, SEAPARC Leisure Centre, and Saanich Peninsula Wastewater Treatment Plant). Staff will continue to investigate opportunities for RNG use within CRD facilities sourced from Hartland RNG Initiatives for future years, if approved by the Board.

5c-1

A sea level rise modelling and mapping initiative is currently underway as part of the Capital Region Coastal Flood Inundation Mapping Project in conjunction with tsunami scenario modelling

and mapping (in partnership with CRD Protective Services). Working with an inter-municipal project team, this Project aims to build upon past studies to provide additional regional information to local governments and other community stakeholders about coastal flood hazards related to tsunamis and future sea level rise. A total of $705,000 in grant funding has been secured through the provincially and federally funded National Disaster Mitigation Program. $329,250 in funding was provided up front by the Province of BC in 2019. $375,750 in funding to be provided by Public Safety Canada by claim reimbursement in 2019 and 2020, in which, approximately $40,000 is expected in 2019 and the remainder in 2020. The Project will be completed in mid-2020.

The project has three distinct Tasks: first to develop a regional digital elevation model (approximately 10% of project budget), second to develop a regional storm surge and future sea level rise model and map (approximately 40% of project budget) and the finally, complete tsunami modelling under a variety of tsunami scenarios (approximately 40% of project budget) . On October 18th, the project team hosted a workshop with regional local governments to further refine the project outputs including confirming data sources, project methodologies and final outputs. Updates will be provided to local governments through the CRD Climate Action Inter-Municipal Working Group and Local Government Emergency Programs Advisory Committee as the project progresses.

Parks & Natural Resource Protection

6a-8

Staff have brought forward a report on this agenda titled Regional Parks – Sustainability that details a proposal to shift 25% of the current funding for the Land Acquisition Fund to parks capital infrastructure projects and seek a minimum of 25% funding from community partners for land acquisition. As the park system expands and the number of people who enjoy our parks grows, resources as currently allocated are no longer sufficient to meet either current or future demands. There are increasing pressures to build new, and maintain and replace existing park assets. This shift in funding, coupled with various budget optimization strategies detailed in the accompanying staff report, will maintain the buying power of the land acquisition fund as it is currently established, ensure adequate funding for renewal of existing infrastructure and maintain service levels for regional parks and trails into the future.

6b-4

As communities continue to grow around Regional Parks and Trails, there is significant pressure on a system that is already nearing capacity in some areas. In order to address park issues that involve recreational impacts, environmental impacts, and visitor use issues during busy park days, and to address increasing user conflicts and Bylaw infractions on trails and in parks, staff propose an additional five operations roles within Regional Parks. The focus of these roles will be on park servicing and maintenance in addition to compliance and enforcement and will include the following:

- Addressing user conflicts on trails and heavily visited parks
- Removal of homeless camps

- Address regulatory issues in the parks (e.g. dogs under control, homelessness, visitor use/recreational conflict)
- Monitor park use permits
- Park operations including servicing park facilities and conducting trail maintenance
- Operational programs such as: annual hazard tree inspections, weekly dam inspections, traffic and trail counter data collection, wildlife monitoring
- Implementation of compliance action plans, conservation action plan and recreation action plans

With regards to homeless camps, staff have removed over 50 so far this year within regional parks. Once established, these camps represent a significant workload, drain on resources, and potential environmental damage. One camp took 33 hours of staff time to clean up and over 60 bags of garbage were collected and disposed.

This past summer Thetis Lake Regional Park was highlighted as an area without adequate compliance and enforcement. This is one example where increased enforcement and a visible presence of a CRD authority in parks is required throughout the year, including weekends.

New funding for these positions, totalling $265,000, is offset by reducing auxiliary wages within the budget by $162,000. An additional $25,000 for supplies, uniforms and IT equipment is required along with three vehicles totalling $125,000.

6d-1

The scope of this initiative includes the development of an indigenous cultural curriculum that is developed collaboratively with First Nations. This work will be used to enhance current and future CRD staff and the public's understanding of the important connection between Indigenous Peoples and the land. This curriculum will also be used to provide cultural interpretation services to the public within regional parks. Regional Parks and First Nations Relations Division staff will map out a draft scope of services that will then be shared with nine (9) First Nations for review and input, and those First Nations who would like to participate will be invited to sit on a steering committee for the initiative. This work will be absorbed into the core service by realigning the existing interpretive programming offered in Regional Parks.

Landfill & Recycling

9b-4

With the continued expansion of extended producer responsibility (EPR) recycling programs to manage a wide range of end-of-life products including televisions, computers, telephones, audio equipment, outdoor power equipment and small appliances, a dedicated permanent attendant is required to receive these materials from residents and ensure that they are properly and safely sorted, segregated and packed for shipment to the appropriate stewardship agency. Providing residents with the option of recycling this wide range of consumer goods at the Hartland depot complements the many other solid waste and recycling services already provided. This service also provides a last chance recycling option for many goods that may otherwise end up in the

landfill. The CRD is paid service fees by the various EPR stewardship agencies to collect these materials on their behalf and these revenues fund more than half for this attendant. The balance of the funding for this position has been in place in the core budget for four years, and no additional funding is necessary to convert this term position to a permanent FTE.

BOARD PRIORITY IMPLICATIONS

Board approval of the budget/financial plans will enable staff to effectively and efficiently deliver services as outlined in the Board's priorities.

CONCLUSION

Effectively and transparently aligning financial planning to Board Priorities/Corporate Plans is considered a governance best-practise. A number of new initiatives have been identified that have budget or resourcing implications for 2020, 5b-4, 5c-1, 6a-8, 6b-4, and 9b-4 as identified in Appendix A, B and C. Adjustments to the existing funding allocation from the Regional Parks Land Acquisition Fund to infrastructure renewal, in addition to increased support for Regional Parks operations, represent investments in a growing parks system to ensure current and future demands are met.

RECOMMENDATION

That the Parks & Environment Committee recommend to the Capital Regional District Board:

That the new initiatives proposed in the provisional budgets related to the Parks & Environment Committee mandate (Appendix A: *Community Needs Summary - Climate Action & Adaptation, Appendix B: Community Needs Summary - Parks & Natural Resource Protection and Appendix C: Community Needs Summary – Landfill & Recycling*) be advanced to the October 30, 2019 Provisional Budget review process.

Submitted By:	Larisa Hutcheson, P.Eng., General Manager, Parks & Environmental Services
Concurrence:	Nelson Chan, MBA, CPA, CMA, Chief Financial Officer
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

LH:cl

Attachments: Appendix A – 2020 Community Needs Summary – Climate Action & Adaptation
Appendix B – 2020 Community Needs Summary – Parks & Natural Resource Protection
Appendix C – 2020 Community Needs Summary – Landfill & Recycling
Appendix D – 2019-2022 Service Planning and Budget Process

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COMMUNITY NEED SUMMARY

Climate Action & Adaptation

Strategy

Target Outcome
We envision reduced GHG emissions, triple-bottom-line solutions and progress on adaptation.

Related Strategies	
• Corporate Climate Action Strategy • Regional Climate Action Strategy • Regional Growth Strategy • Regional Water Supply Strategic Plan	• Special Task Force on First Nations Relations • Statement of Reconciliation • Solid Waste Management Plan

Core Service Levels

Community Climate Action

Support local governments in climate goals/commitments, liaise and advocate to senior levels of government. Provide climate data and indicators, public education and outreach.

Corporate Climate Action

Support the organization with its corporate climate goals/commitments, develop and monitor corporate policies related to climate action, undertake annual reporting, support corporate building and fleet emission reduction and climate preparedness initiatives.

#	Initiatives	Description	Budget Year	New FTEs For 2020	Budget Impact
5a-1	Climate Emergency	Declare a Climate Emergency & take a leadership role to pursue regional carbon neutrality by 2030	2020-2022		Absorbed in core service

#	Initiatives	Description	Budget Year	New FTEs For 2020	Budget Impact
5a-2	Collaborate with local governments	Work with local governments to further reduce emissions from buildings, transportation & solid waste	2020-2022		Absorbed in core service
5a-3	Model Bylaws	Develop model bylaws and best practices for use by municipalities and Electoral Areas	2020-2022		Absorbed in core service
5a-4	Facilitate networks	Utilize formal networks to support inter-municipal coordination & undertake regional programs	2020-2022		Absorbed in core service
5a-5	Create partnerships	Increase number of strategic partnerships to achieve community mitigation & adaptation goals	2020-2022		Absorbed in core service
5b-1	Reduce corporate emissions	Identify & implement projects to reduce corporate GHG emissions, referencing the Corporate Climate Action Strategy	2020-2022		Absorbed in core service
5b-2	Landfill Gas Usage	Determine best use of landfill gas to achieve the CRD's corporate targets in conjunction with the Solid Waste Management Plan	2020		Absorbed in core service
5b-3	Corporate strategies	Identify corporate mitigation & adaptation strategies that could most benefit from seed funding	2020-2022		Absorbed in 5b-1
5b-4	GHGe Reduction through alternative fuel	Determine how to reduce Green House Gas Emissions through an alternative fuel source or by off-setting	2020 - 2022		Included in Provisional Budget

#	Initiatives	Description	Budget Year	New FTEs For 2020	Budget Impact
5b-6	Corporate Climate Action Strategy	Update Corporate Climate Action Strategy with objective of pursuing carbon neutrality	2020 - 2021		Absorbed in 5b-1
5c-1	Regional Sea Level Rise	Undertake detailed regional sea level rise modeling & mapping to inform local government of flood hazard plans & policies	2019 - 2020		Included in Provisional Budget
5c-2	Regional Climate Action Strategy	Advance progress on regionally coordinated climate & energy policy approaches & clarify CRD's role, including updating the Regional Climate Action Strategy.	2020		Already funded

Business Model

Value Proposition

Environmental Protection

The Environmental Protection division provides corporate leadership and regulatory coordination for climate action through strategic planning, mitigation and adaptation research, reports, public education and project delivery.

Environmental Resource Management

The Environmental Resource Management division minimizes impacts to the environment by promoting waste reduction to the community and efficiently and effectively managing the region's solid waste in an environmentally, socially and economically responsible manner.

Who Contributes

All municipalities & EAs participate in these services.

Metrics

Metric #1

Target: Decrease community GHG emissions by 33% from 2007 levels by 2020 and 61% by 2038.

Current Status: Progress toward this target remains unknown due to incomplete Provincial Community Energy and Emissions Inventory data since the year 2010. In light of this, the CRD plans to complete a regional GHG inventory in late 2019.

Metric #2

Target: Decrease corporate GHG emissions by 33% from 2007 levels by 2020.

Current Status: In 2018, CRD operations produced 2,299 tonnes C02e. This represents an 18% reduction compared to 2007 levels.

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COMMUNITY NEED SUMMARY

Parks & Natural Resource Protection

Strategy

Target Outcome
We envision additional land acquisitions and increased access to parks and recreational trails.

Related Strategies	
• Regional Climate Action Strategy • Regional Parks Strategic Plan • Land Acquisition Strategy	• Special Task Force on First Nations Relations • Statement of Reconciliation

Core Service Levels

Planning, Resource Management & Development

Contribute to effective and efficient decision making through plan and policy development, natural and cultural resource management, capital development planning, project management and geographic mapping; development of the Strategic Plan and park management plans; provide oversight of the land acquisition program; and guide the implementation of scientific and technical work related to environmental management.

Regional Parks Operations

Responsible for the daily operations and maintenance of regional parks, attending to nature centres, campgrounds, washrooms, trails, beaches, picnic areas, parking lots, bridges, kiosks and signs; implementing restoration projects and overseeing park safety and security, including bylaw enforcement and fire management.

Visitor Services

Connect people with the natural environment, conduct social science research and planning, provides park volunteer opportunities for residents, cultivate community partnerships and

provide administrative services; provides web-based park information and publications to the public, and issue park use permits for group picnic shelters and special events

Regional Trails

Manage Regional Trails system to protect and operate three regional trails that provide a transportation and recreation function and that provide non-motorized trails for active transportation and recreation to connect municipalities, electoral areas and the region with adjacent jurisdictions.

#	Initiatives	Description	Budget Year	New FTEs For 2020	Budget Impact
6a-1	Regional Parks Strategy Update	Ensure appropriate funding for parks & trails infrastructure, improvements & maintenance by updating the Regional Parks Strategy with consideration to ecological, recreation & reconciliation principles, land acquisition capacity, & expanded partnerships with First Nations & park user groups	2020 - 2021		Absorbed in Core Service
6a-8	Capital Reserve*	Increase in funding to Capital Reserve, in order to address high value and critical capital infrastructure in regional parks	2020		Included in Provisional Budget
6b-1	Invasive Species Management	Provide residents with information for advancing with invasive species management by increasing the number of partnerships	2020-2022		Already funded

#	Initiatives	Description	Budget Year	New FTEs For 2020	Budget Impact
6b-2	Environmental Stewardship Programs	Pursue stakeholders to be involved with stewardship programs	2020-2022		Absorbed in Core Service
6b-3	Environmental Stewardship Volunteers	Leverage volunteer hours for restoration & stewardship	2020		Absorbed in Core Service
6b-4	Enhance Parks Operations*	Enhance operations service levels	2020	5.0 ongoing	Included in Provisional Budget
6d-1	Engage with First Nations	Undertake engagement with First Nations regarding greater collaboration & Parks management *	2020-2022		Absorbed within Core Service
6e-1	Land Acquisition Fund Renewal	Determine renewal of Land Acquisition Fund beyond 2019 & use of those funds for capital improvements, as well as land purchases	2020		Absorbed in Core Service
6f-1	Dog Management Policy Framework	Dog Management Policy Framework for Regional Parks and Trails	2020		Absorbed in Core Service

* New - Initiatives not in the 2019-2022 Corporate Plan

Business Model

Value Proposition

Regional Parks

The Regional Parks division protects and manages approximately 13,000 hectares of natural area in 30 regional parks and three regional trails, and supports approximately 8 million visits per year, thereby improving the well-being and enjoyment of residents throughout the region.

First Nations

The First Nations Relations division enhances relationships with First Nations by streamlining the CRD's cross-departmental approach to First Nations engagement, increasing the CRD's profile as a relevant government to First Nations needs and aspirations, and providing advice to the Board, executive leadership and staff on developing relationships.

Environmental Protection

The Environmental Protection division protects the environment by monitoring and assessing liquid and solid waste, enforcing environmental bylaws and promoting best practices of water consumption, waste reduction and climate action to the community.

Who Contributes

- All municipalities
- All EAs

Metrics

Metric #1

Target: 100% of critical infrastructure in good or better condition.

Current Status: Currently 75% of major critical infrastructure within the Regional Parks and Trails system are in good or very good condition.

Metric #2

Target: Maintain a visitor experience satisfaction rate of 85% or better for Regional Parks and Trails.

Current Status: The 2017 resident survey demonstrated a satisfaction rating of 85%. This survey will be conducted again in 2022.

Metric #3

Target: An average annual parks and trails asset renewal investment of $2.5 million.

Current Status: Current average annual parks and trails asset renewal capital investment is $1.6 million/year.

Metric #4

Target: A 25% contribution of land acquisition funding from community partners.

Current Status: To date, community partners in land acquisitions have contributed almost $16.8M, representing 27% of overall costs.

Metric #5

Target: Maintain a volunteer base of greater than 500 people.

Current Status: The current number of active volunteers (2018) is 526 people.

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COMMUNITY NEED SUMMARY

Landfill & Recycling

Strategy

Target Outcome
We envision minimizing waste disposal and maximizing waste diversion.

Related Strategies
• Solid Waste Management Plan

Core Service Levels
Diversion Services Responsible for solid waste management planning in the Capital Region, including policy and program development to increase waste reduction or recycling.
Landfilling Services Ensure regional landfill capacity with the operation of the CRD's Hartland Landfill. Ongoing capital and operating investments are made at Hartland to ensure compliance with BC Ministry of Environment landfill regulations, including leachate and landfill gas management infrastructure.
Resource Recovery Services Installation and operation of landfill collection and utilization infrastructure at Hartland Landfill to ensure landfill gas (methane) destruction and compliance with provincial environmental regulations. Seek to maximize the environmental and financial benefits of Hartland Landfill gas utilization.

#	Initiatives	Description	Budget Year	New FTEs For 2020	Budget Impact
9a-1	Resource Recovery and Waste Reduction	Explore additional opportunities for resource recovery & identify best practices to further reduce waste, increase recycling & find beneficial uses for waste	2020		Absorbed in Core Service
9a-2	Infoline Support *	Supplement infoline position for Solid Waste Management Plan (SWMP) support	2020		Absorbed in Core Service
9b-1	Public Awareness of Extended Producer Responsibility	Increase level of awareness of residents about Extended Producer Responsibility programs, proper recycling & waste disposal options	2020		Absorbed in Core Service
9b-2	SWMP Update	Update Solid Waste Management Plan, including determining how to optimize landfill gas utilization	2020		Already funded
9b-3	Controlled Waste Permits *	Additional staff support for Hartland Controlled Waste Permit	2020		Already Funded
9b-4	Electronic Stewardship Attendant *	Electronics Stewardship Attendant	2020	1.0 Ongoing	Already Funded
9c-1	Changing Recycling Markets	Monitor global recycling markets & consult with solid waste industry stakeholders	2020		Absorbed in Core Service

#	Initiatives	Description	Budget Year	New FTEs For 2020	Budget Impact
9d-1	Hartland Landfill Longevity	Extend the life of Hartland landfill to 2100 & beyond through waste reduction & diversion programs and the development of new landfill design options	2020		Absorbed in Core Service
9e-1	Organic Waste Processing Procurement	Initiate the procurement process for in-region, or near in-region, kitchen scraps/yard waste organics processing capacity	2020		Absorbed in Core Service

* New - Initiatives not in the 2019-2022 Corporate Plan

Business Model

Value Proposition

Environmental Resource Management

The Environmental Resource Management division minimizes impacts to the environment by promoting waste reduction to the community and efficiently and effectively managing the region's solid waste in an environmentally, socially and economically responsible manner.

Engineering & Facilities Management

The Engineering & Facilities Management division provides professional engineering and project management services, ensures project stewardship and procurement standards are maintained, and delivers building management and inter-divisional services at 15 locations upon request.

Environmental Protection

The Environmental Protection division provides regulatory monitoring and reporting, waste control programs and public education and outreach for waste reduction.

Who Contributes

- The solid waste service in 100% funded by landfill tipping fees and recycling program revenues. There is no tax requisition required to run this CRD service.

Metrics

Metric #1

Target: The BC Government has set a 2020 solid waste disposal target rate of 350 kg/person per year.

Current Status: Currently, CRD is at 407 kg/person per year, which is less than the provincial average of 506 kg/person (2017).

Metric #2

Target: Capture 75% of landfill gas captured at Hartland landfill.

Current Status: Current capture rate is 66%.

Metric #3

Target: Waste compaction rate at Hartland Landfill of 850 kg/m^3.

Current Status: Current waste compaction rate at the landfill exceeds the target at 1160 kg/m^3.

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REPORT TO THE GOVERNANCE AND FINANCE COMMITTEE
MEETING OF WEDNESDAY, OCTOBER 2, 2019

SUBJECT **2019-2022 Service Planning and Budget Process**

ISSUE

To provide the Governance and Finance Committee with an overview of initiatives undertaken in 2019 and planned for 2020 to deliver on approved Board Priorities and the Corporate Plan.

BACKGROUND

The Board completed its strategic planning early in 2019 and subsequently approved the *CRD Board Strategic Priorities 2019-2022*. Top priorities included:

1. Community Wellbeing – Transportation & Housing
2. Climate Action & Environmental Stewardship
3. First Nations Reconciliation
4. Advocacy, Governance & Accountability

Related to the above, the Board also identified 18 specific initiatives to be started/completed over its four-year term (Attachment 1).

Following Board confirmation of priorities, staff prepared the 2019-2022 CRD *Corporate Plan* to identify potential initiatives to advance Board Priorities. The Corporate Plan also identified initiatives to deliver on the CRD's established service mandates, approved plans and corporate priorities. Progress on the priorities is reported quarterly under the Corporate Priorities Dashboard.

Following completion of the Corporate Plan, staff commenced annual Service Planning. The Service Planning process identified resource implications to implement the Corporate Plan initiatives (including Board Priorities) as well as proposed adjustments to service levels and other departmental initiatives. The Service Planning process gathered information necessary to assemble a provisional budget for Committee and Board review.

DISCUSSION

Initiatives identified in the Corporate Plan cannot be undertaken without resourcing. The Board determines resourcing through its annual review and approval of financial plans. To support the Board's decision-making, staff, through the Service Planning process, provide recommendations on funding, timing and service levels to achieve the initiatives in the Corporate Plan.

In past years, service planning was undertaken division-by-division, with review and consideration of alignment and connection to Board Priorities and the Corporate Plan made primarily at the executive level. Staff have revised the Service Planning process to better align budget proposals to Board Priorities.

The revised Service Planning process centres on the preparation of business cases that outline the operational and cost implications of each initiative in the Corporate Plan as well as any proposed new operational initiatives. Specifically, the business cases capture the following information:

- drivers for new initiatives (is it a Board Priority, Corporate Priority or an initiative from an approved strategic plan?);
- community needs being responded to;
- how the initiative will make a difference;
- whether there is a need for additional resources;
- timing of the proposed initiative;
- cross-divisional staff effort required to complete the initiative;
- costs;
- funding sources;
- readiness to proceed;
- alternatives; and
- risks.

Divisional Managers completed business cases for their areas of responsibility, much like they previously completed divisional service plans. Departmental General Managers reviewed the business cases. Finally, the Executive Leadership Team assessed the business cases and prioritized/recommended those now being advanced for Committee/Board approval. Business cases were prepared and reviewed in consideration of the core service mandate and responsibility, key drivers, community needs, the most effective service delivery approach and the impact on other departments in the organization. In addition, departments identified the value proposition and key performance metrics associated with each community need.

Among the Board-directed initiatives, the items being advanced to the Standing Committees and Commissions are either currently underway or if requiring additional resources, have been incorporated in the proposed 2020 provisional budget. Remaining items are proposed to be considered for the 2021-2022 budgets unless Committees/Commissions direct advancing these initiatives earlier. Staff have also identified a number of departmental initiatives that will advance items that are strategies or have been identified by Committees and Commissions. The proposed new initiatives that require additional funding have been reflected in the provisional budget.

IMPLICATIONS

Committee/Commission/Board feedback on proposed new initiatives will be used to finalize budgets and financial plans. The budget review will identify the impact of core inflation, highlight key cost drivers, and explain changes in year over year costs. The provisional budget has been prepared in alignment with the Board approved budgeting guidelines and will be presented at the October 30, 2019 Committee of the Whole meeting.

Board approval of the budget/financial plans will enable staff to effectively and efficiently deliver services. Service delivery feedback will set the stage for the Board's annual review of its priorities.

CONCLUSION

Staff has revised the Service Planning process to effectively and transparently align financial planning to implement Board Priorities and the Corporate Plan. As this is a significant process change additional work will be undertaken to improve this process each year. The initiatives brought forward for 2020 have been evaluated in consideration of the organizational capacity, alignment with existing core service delivery and with regard to the financial impacts.

RECOMMENDATION

That the Governance and Finance Committee received this report for information.

Submitted by:	Kevin Lorette, P.Eng., MBA, General Manager Planning & Protective Services
Concurrence	Nelson Chan, MBA, CPA, CMA, Chief Financial Officer
Concurrence	Robert Lapham, MCIP, RPP, Chief Administrative Officer

Attachments: Attachment 1 - 2019-2022 CRD Board Priorities on a Page

CRD Board Priorities on a Page

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Priorities	Community Wellbeing – Transportation & Housing	Climate Action & Environmental Stewardship	First Nations Reconciliation	Advocacy, Governance & Accountability
Initiatives	• Work with government/community partners to plan for and deliver an effective, long-term regional multi-modal transportation system and to increase use of public transit, walking and cycling. • Protect the E&N Corridor as a transportation corridor and participate in a Provincial working group to come to agreement on the future use of the E&N corridor. • Create and deliver more affordable housing across the region in a manner aligned with the Regional Growth Strategy in order to address the needs of a diverse & growing population, including vulnerable residents.	• Declare a Climate Emergency and take a leadership role to pursue regional carbon neutrality by 2030. • Work with local governments to further reduce emissions from buildings, transportation and solid waste. • Explore additional opportunities for resource recovery and identify best practices to further reduce waste, increase recycling and find beneficial uses for waste. • Ensure appropriate funding for parks and trails infrastructure, improvements and maintenance by updating the Regional Parks Strategy with consideration to ecological, recreation and reconciliation principles, land acquisition capacity, and expanded partnerships with First Nations and parks user groups. • Develop model bylaws and best practices for use by municipalities and electoral areas.	• Look to First Nations for leadership in understanding how to create new regional planning and decision-making systems together on their Traditional Territories. • Seek partnerships, share information and deliver fair and equitable services in working with First Nations on achieving their economic goals. • Work with First Nations on taking care of the land and water while providing space for cultural and ceremonial use, food and medicine harvesting, traditional management practices and reclaiming Indigenous place names. • Prepare an ecological asset management plan that includes natural infrastructure, First Nations guiding principles, First Nations language and place names, historical uses and invasive species management.	• Develop an advocacy strategy to ensure all occupied properties have the opportunity to access high-speed internet services. • Develop a comprehensive strategy and operational review to reflect the unique needs and governance of each electoral area. • Explore more comprehensive regional coordination of emergency services, including an assessment of regional hazards, risks and vulnerabilities. • Achieve triple bottom-line sustainable budgets through innovation and streamlining while recognizing the need for infrastructure revitalization and accountability to taxpayers. • Seek 100% participation in the CRD arts function and facilitate a discussion of the region's art facility needs. • Explore how the CRD can best contribute to regional economic development.
Desired Outcomes	• We envision that residents have access to affordable housing and convenient, green and affordable multi-modal transportation systems that enhance community wellbeing.	• We envision reduced GHG emissions, triple-bottom line solutions and progress on adaptation.	• We envision strong relationships with First Nations based on trust and mutual respect, partnerships and working together on shared goals.	• We envision effective advocacy, coordinated, collaborative and transparent governance of our committees and commissions, and fiscal/corporate accountability.

CRD Corporate Priorities on a Page

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Business Capacity & Continuity

We will further advance our workforce planning and Organizational Health & Safety programs to support organizational capacity and resilience.

Fiscal Responsibility

We will integrate asset management and risk analysis into our capital planning processes to strengthen our fiscal management practices and support resource sustainability.

Transparency

We will streamline our service planning tools and establish KPIs to effectively track and report progress on Board Priorities, Corporate Priorities and operational service activities, thereby enhancing accountability.

Efficiency & Collaboration

We will develop a partnership directory and guidelines document to guide staff and existing/potential partner groups and enable greater collaboration.

Customer Service

We will enhance our systems and policies to respond to evolving best practices, adhere to legislative requirements, and provide efficient, accessible, customer service.

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COMMUNITY NEED SUMMARY (REVISED)

Parks & Natural Resource Protection

Strategy

Target Outcome
We envision additional land acquisitions and increased access to parks and recreational trails.

Related Strategies	
• Regional Climate Action Strategy • Regional Parks Strategic Plan • Land Acquisition Strategy	• Special Task Force on First Nations Relations • Statement of Reconciliation

Core Service Levels
Planning, Resource Management & Development Contribute to effective and efficient decision making through plan and policy development, natural and cultural resource management, capital development planning, project management and geographic mapping; development of the Strategic Plan and park management plans; provide oversight of the land acquisition program; and guide the implementation of scientific and technical work related to environmental management.
Regional Parks Operations Responsible for the daily operations and maintenance of regional parks, attending to nature centres, campgrounds, washrooms, trails, beaches, picnic areas, parking lots, bridges, kiosks and signs; implementing restoration projects and overseeing park safety and security, including bylaw enforcement and fire management.
Visitor Services Connect people with the natural environment, conduct social science research and planning, provides park volunteer opportunities for residents, cultivate community partnerships and

provide administrative services; provides web-based park information and publications to the public, and issue park use permits for group picnic shelters and special events

Regional Trails

Manage Regional Trails system to protect and operate three regional trails that provide a transportation and recreation function and that provide non-motorized trails for active transportation and recreation to connect municipalities, electoral areas and the region with adjacent jurisdictions.

#	Initiatives	Description	Budget Year	New FTEs For 2020	Budget Impact
6a-1	Regional Parks Strategy Update	Ensure appropriate funding for parks & trails infrastructure, improvements & maintenance by updating the Regional Parks Strategy with consideration to ecological, recreation & reconciliation principles, land acquisition capacity, & expanded partnerships with First Nations & park user groups	2020 - 2021		Absorbed in Core Service
6a-8	Capital Reserve*	Increase in funding to Capital Reserve, in order to address high value and critical capital infrastructure in regional parks	2020		Included in Provisional Budget
6b-1	Invasive Species Management	Provide residents with information for advancing with invasive species management by increasing the number of partnerships	2020-2022		Already funded

#	Initiatives	Description	Budget Year	New FTEs For 2020	Budget Impact
6b-2	Environmental Stewardship Programs	Pursue stakeholders to be involved with stewardship programs	2020-2022		Absorbed in Core Service
6b-3	Environmental Stewardship Volunteers	Leverage volunteer hours for restoration & stewardship	2020		Absorbed in Core Service
6b-4	Enhance Parks Operations*	Enhance operations service levels	2020	5.0 ongoing	Included in Provisional Budget
6b-5	Mountain Bike Policy*	Develop an overarching approach to mountain biking in CRD Regional Parks	2020-2021		Included in Provisional Budget
6d-1	Engage with First Nations	Undertake engagement with First Nations regarding greater collaboration & Parks management *	2020-2022		Absorbed within Core Service
6e-1	Land Acquisition Fund Renewal	Determine renewal of Land Acquisition Fund beyond 2019 & use of those funds for capital improvements, as well as land purchases	2020		Absorbed in Core Service
6f-1	Dog Management Policy Framework	Dog Management Policy Framework for Regional Parks and Trails	2020		Absorbed in Core Service

* New - Initiatives not in the 2019-2022 Corporate Plan

Business Model

Value Proposition

Regional Parks

The Regional Parks division protects and manages approximately 13,000 hectares of natural area in 30 regional parks and three regional trails, and supports approximately 8 million visits per year, thereby improving the well-being and enjoyment of residents throughout the region.

First Nations

The First Nations Relations division enhances relationships with First Nations by streamlining the CRD's cross-departmental approach to First Nations engagement, increasing the CRD's profile as a relevant government to First Nations needs and aspirations, and providing advice to the Board, executive leadership and staff on developing relationships.

Environmental Protection

The Environmental Protection division protects the environment by monitoring and assessing liquid and solid waste, enforcing environmental bylaws and promoting best practices of water consumption, waste reduction and climate action to the community.

Who Contributes

- All municipalities
- All EAs

Metrics

Metric #1

Target: 100% of critical infrastructure in good or better condition.

Current Status: Currently 75% of major critical infrastructure within the Regional Parks and Trails system are in good or very good condition.

Metric #2

Target: Maintain a visitor experience satisfaction rate of 85% or better for Regional Parks and Trails.

Current Status: The 2017 resident survey demonstrated a satisfaction rating of 85%. This survey will be conducted again in 2022.

Metric #3

Target: An average annual parks and trails asset renewal investment of $2.5 million.

Current Status: Current average annual parks and trails asset renewal capital investment is $1.6 million/year.

Metric #4

Target: A 25% contribution of land acquisition funding from community partners.

Current Status: To date, community partners in land acquisitions have contributed almost $16.8M, representing 27% of overall costs.

Metric #5

Target: Maintain a volunteer base of greater than 500 people.

Current Status: The current number of active volunteers (2018) is 526 people.

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REPORT TO REGIONAL PARKS COMMITTEE
MEETING OF WEDNESDAY, JANUARY 22, 2020

SUBJECT **Options for CRD Contribution toward the Acquisition of Kings Road Park**

ISSUE SUMMARY

The District of Saanich is seeking up to $2 million from the Capital Regional District (CRD) in order to offset incurred debt from the purchase of a 2.2 hectare parcel on Kings Road.

BACKGROUND

In July 2019, the District of Saanich (Saanich) purchased a 2.2 hectare parcel of mostly undeveloped land at 2661 Richmond Road, 1843 Kings Road and 1845 Kings Road (Kings Road) from BC Hydro for $5.5 million (Appendix A). It is partially wooded with a large, cleared grassy area and includes part of a 220 meter segment of Bowker Creek that runs along the southwest boundary of the site. The parcel includes a single-family dwelling. The property represents a relatively large greenspace in the core urban area of the CRD, and local community members currently use the property as a place to walk and recreate.

Most of the property is zoned P-2 Utility; however, there are areas along the northern and southern property boundaries along Kings Road and Haultain Street that are outside of the Bowker Creek corridor zoned RS-6 Single Family Dwelling, and may have potential for development.

CRD staff indicated that this property does not meet the criteria of a CRD regional park. Environmental values attributed to this property reflect the low level of regional significance of the parcel and its associated values. The property is a relatively disturbed landscape and has very limited regional connectivity to other natural areas. Furthermore, the property does not support rare or unique environmental features, sensitive ecosystems or species at risk that would give more weight to such a small, fragmented parcel.

This area is not identified in the Regional Parks 2018-2019 Land Acquisition Strategy. This Land Acquisition Strategy is no longer current and requires updating for 2020-2021. The land acquisition criteria is a key component of the strategy that guides staff in making recommendations to the Regional Parks Committee and CRD Board about selecting specific land parcels for acquisition. As a first step in developing the 2020-2021 Land Acquisition Strategy, staff will bring a renewed land acquisition strategy and land acquisition criteria to the Regional Parks Committee in March 2020 for review and recommendation to the Board.

ALTERNATIVES

Alternative 1
The Regional Parks Committee recommends to the Capital Regional District Board:
That staff bring a renewed land acquisition strategy and land acquisition criteria to the Regional Parks Committee in March 2020 for review and recommendation to the Board.

Alternative 2
The Regional Parks Committee recommends to the Capital Regional District Board:
That the CRD use $2 million from the Land Acquisition Fund to purchase a portion of the Kings Road property from the District of Saanich for the purposes of regional park.

Alternative 3
The Regional Parks Committee recommends to the Capital Regional District Board:
That staff explore innovative approaches or alternate opportunities with the District of Saanich for the CRD to purchase other property and report back to the Regional Parks Committee.

IMPLICATIONS

Environmental & Climate Implications

The overriding principle within the Land Acquisition Strategy is that "bigger natural areas are better and connected natural areas are the best." This principle is further supported by significant empirical evidence that suggests large connected patches of natural, undisturbed and structurally complex landscape is most important for ensuring long-term viability, ecological function and sustainability under a changing climate. The Kings Road parcel is not connected to other protected areas, is small, highly disturbed, and lacks significant natural and environmental values.

This property contains portions of a 220-metre reach of Bowker Creek. The CRD-supported Bowker Creek Initiative is guided by the Bowker Creek Watershed Management Plan (2003) and the Bowker Creek Blueprint (2011). The two plans highlight the importance of the stream and potential for creek restoration in this area, such as improvement to riparian values, enhancement of stormwater management and a greenway path.

Saanich's *Streamside Development Permit Area (SDPA) Bylaw* protects a 30 m buffer along any stream from new development. Under this municipal bylaw, one cannot alter, subdivide or start construction in the SDPA. This bylaw complies with the provincial *Riparian Areas Regulation* under the *Fish Protection Act*. A mechanism to provide added protection for the streamside and surrounding lands could be a conservation covenant with local government/and or a land-trust.

Intergovernmental Implications

The parcel is in the District of Saanich, but within close proximity to the City of Victoria and District of Oak Bay. Most of the property is zoned P-2 Utility; however, portions of the property outside of the Bowker Creek corridor along Kings Road and Haultain Street are zoned RS-6 Single Family Dwelling, which may have potential for development.

Regional Growth Strategy Implications

As undeveloped greenspace, the Kings Road property contributes toward a more liveable, healthy and resilient community in an area of the CRD that is being increasingly urbanized.

Social Implications

The local community identifies this property as a valuable public amenity and green asset. Many residents use the property as a park and are active stewards of the site. Partnership opportunities and local community support to preserve this location is prevalent. The land is in close proximity to the Royal Jubilee Hospital and the Victoria Hospice. Access to a green space is important for

health and wellness. The Royal Jubilee is a major employer in the region and one of Greater Victoria's main hospitals serving people across the region.

Financial Implications

The balance in the Land Acquisition Fund is $6.7 million. Approximately $3.7 million is earned annually through the Land Acquisition Fund levy. In November 2019, the CRD Board renewed the fund for an additional 10-year period.

Service Delivery Implications

A detailed analysis of service delivery implications has not been completed. Due to specific limitations in the *Local Government Act*, the requirement to declare land and trails as "regional park" or "regional trail", and the need for ownership of the real property in order to do that, the CRD may only use the Land Acquisition Fund to purchase property and interests it owns. The fund cannot be used to contribute toward an acquisition made by another party. As the CRD is limited to purchasing parkland it owns in fee simple, the property would have to be subdivided.

Alignment with Existing Plans & Strategies

The CRD Board-approved Regional Parks Land Acquisition Strategy 2018-2019 (LAS) includes priority land acquisition lists to guide acquisition priorities. The Kings Road parcel is not listed.

The LAS also allows for evaluation and potential purchases of properties on an opportunistic basis. These opportunities are assessed using established LAS criteria and are compared against existing priorities and properties under active consideration to determine if the land merits potential addition to the regional parks system. The Kings Road parcel has been assessed and is considered of low acquisition value due to its small size, the degree of disturbance and lack of significant environmental values.

An assessment of regional park significance also plays a fundamental role in acquiring land. Regionally significant areas are typically natural areas that represent the diverse geography and environments in the context of the entire region and will attract people from throughout the region, which cannot be said about this property. Staff think that this property would be most appropriately protected as a municipal park. The CRD could be directed to explore alternate opportunities to purchase other properties from the District of Saanich.

CONCLUSION

In July 2019, the District of Saanich (Saanich) purchased a 2.2 hectare parcel on Kings Road from BC Hydro for $5.5 million. In order to offset incurred debt, Saanich is seeking $2 million from the Capital Regional District (CRD). This property was evaluated against the Regional Parks Land Acquisition Strategy (LAS) criteria in 2018 and again in 2019 by CRD staff, who indicated that this property does not meet the current LAS criteria and should not be pursued as a CRD regional park.

RECOMMENDATION

The Regional Parks Committee recommends to the Capital Regional District Board:

That staff bring a renewed land acquisition strategy and land acquisition criteria to the Regional Parks Committee in March 2020 for review and recommendation to the Board.

Submitted by:	Jeff Leahy, RPF, Senior Manager, Regional Parks
Concurrence:	Larisa Hutcheson, P.Eng., General Manager, Parks & Environmental Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

ATTACHMENT

Appendix A: Map of Kings Road Property (District of Saanich)

0 25 50

Metres

UTM Zone 10N NAD 1983

N W E S

Important This map is for general information purposes only. The Capital Regional District (**CRD**) makes no representations or warranties regarding the accuracy or completeness of this map or the suitability of the map for any purpose. **This map is not for navigation.** The CRD **will not be liable** for any damage, loss or injury resulting from the use of the map or information on the map and the map may be changed by the CRD at any time.

2020-01-22-SR-RPC-KingsRoad-AppA.mxd | Dec. 2019

- Subject Property (PID: 000240290)
- Saanich Streamside Development Permit Area
- Saanich Zoning
- Property Line
- Bowker Creek
- Road
- Municipal Boundary

*2017 Orthophoto

Appendix A

Kings Road Property (District of Saanich)

Regional Parks Committee Staff Report
January 22, 2020

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REPORT TO REGIONAL PARKS COMMITTEE
MEETING OF WEDNESDAY, JANUARY 22, 2020

SUBJECT **Response to Notice of Motion: Dog Management Policy Applied to CRD Regional Parks and Trails within the District of Sooke**

ISSUE SUMMARY

A Notice of Motion was approved at the November 27, 2019 Parks & Environment Committee (PEC) meeting requesting that the Dog Management Policy Framework be applied to five Regional Parks and Trails within the District of Sooke and to provide a record of feedback from previous parks planning processes.

BACKGROUND

The PEC, at its November 27, 2019 meeting, approved a recommendation to the Capital Regional District (CRD) Board that the Regional Parks Dog Management Policy Framework be approved and implemented. The CRD Board approved the Dog Management Policy Framework at its December 11, 2019 meeting.

The District of Sooke (Sooke) introduced a Notice of Motion (Motion) at the November PEC meeting regarding "Dogs On-Leash Policy within District of Sooke Parks." The Motion, as approved by PEC, requested:

> *that staff apply the decision matrix as per the Dog Management Policy to five CRD Parks and Trails within the District of Sooke and report back to the committee with that report and the record of feedback from previous parks planning processes*.

The five regional parks and trails identified are Ayum Creek Regional Park, Galloping Goose Regional Trail, Sooke Potholes Regional Park, Sea to Sea Regional Park and Sooke Hills Wilderness Regional Park.

The Motion states that 23 of the CRD's 34 regional parks and trails are identified as dog off-leash, whereas five of the 11 regional parks that are designated as on-leash are, in whole or in part, within Sooke. The Notice of Motion maintains that this is a disproportionate number of on-leash areas in Sooke, which prevents Sooke residents from responsibly walking their dogs under effective command, as is the right of residents in other CRD municipalities.

The Motion also requests feedback from the public consultation component of the five management planning processes to summarize what the public said about dog management.

In response to the Motion, Appendix A applies the Dog Management Policy Framework to the five regional parks and trails. Appendix B provides a summary of public feedback on dogs from the five regional parks and trail management planning processes.

IMPLICATIONS

Intergovernmental Implications

Within the CRD, there are federal parks, provincial parks, regional parks and municipal parks. Each of these park systems contribute to a landscape of protected areas. The system, rather than individual parks, provides for a diversity of ecosystem protection and outdoor recreation opportunities. As such, not all types of allowable uses are appropriate within individual park or trail units. Regional parks and trails are classified by management focus. The management focus underscores the different management emphasis for each regional park/trail, not municipal or electoral area boundaries.

Alignment with Board & Corporate Priorities

The 2019-2022 CRD Corporate Plan identifies dog management as a Board priority and directs Regional Parks to develop a dog management policy framework. A Dog Management Policy Framework was developed and approved by the CRD Board at its December 11, 2019 meeting. The policy framework provides a consistent, systematic way to determine how dogs will be managed within the regional park system. The policy framework is forward-looking and will primarily be applied during park and trail management planning processes with public input.

Alignment with Existing Plans & Strategies

Management plans typically undergo a high degree of public consultation, as well as First Nations and local government engagement. Plans are meant to be in effect for 15 to 20 years. The dog management approach for each park or trail is consistent with their management plan direction and with *Regional Parks Bylaw No. 1, 2018*. The record of public feedback for the dog management direction in the management plans for the regional parks and trails identified in the Motion were either supported or not contested.

Of the regional parks and trails identified in the Motion, there are two instances where the baseline dog management category identified in the policy framework differs from the approved dog management direction identified in the management plan:

Kapoor Regional Park—The baseline condition in the policy framework is dogs on-leash in the *Environmental Protection Zone,* where they are now managed as leash optional under control throughout the park.

Sooke Potholes Regional Park—The baseline condition in the policy framework is dogs leash optional under control in the *Natural Environment Zone*, where they are now managed as on-leash throughout the park. Appendix A provides additional detail for each park and trail.

Staff are currently reviewing Regional Park Management Plans, criteria, process and outcomes. The results of this review will be presented to the Regional Parks Committee in the summer of 2020.

CONCLUSION

A Notice of Motion at the November 27, 2019 PEC meeting requested that staff apply the decision

matrix from the approved Dog Management Policy Framework to the five regional parks and trails that lie wholly, or in part, within the District of Sooke, and provide a record of public feedback from those planning processes concerning dogs. The Notice of Motion maintains that the regional parks and trails in Sooke disproportionally require dogs to be on-leash. Appendix A applies the policy framework to the management plans for the five regional parks and trails, and Appendix B provides a summary of public feedback about dogs from the park and trail management planning processes. After this report is received by the Regional Parks Committee, it will be submitted to the Board for information.

RECOMMENDATION

The Regional Parks Committee receives this report for information.

Submitted by:	Jeff Leahy, RPF, Senior Manager, Regional Parks
Concurrence:	Larisa Hutcheson, P. Eng., General Manager, Parks & Environmental Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

ATTACHMENTS

Appendix A: Comparison of Dog Management Policy for the Galloping Goose Regional Trail, Ayum Creek, Kapoor, Sea to Sea, Sooke Potholes and Sooke Hills Regional Parks

Appendix B: Record of Feedback from the Management Planning Processes

Comparison of Dog Management Policy for the Galloping Goose Regional Trail, Ayum Creek, Kapoor, Sea to Sea, Sooke Potholes, and Sooke Hills Regional Parks

The Dog Management Policy Framework (policy framework) was approved by the CRD Board at its December 11, 2019 meeting. The policy framework provides a consistent and systematic approach to determining dog management within the regional park system. A Notice of Motion was presented at the November 27, 2019 Parks & Environment Committee (PEC) meeting requesting that the policy framework be applied to five regional parks and trails that lie wholly, or in part, within the District of Sooke.

Table 1 below provides a comparison between current dog management policy in the park units, based on their CRD Board-approved management plans, and the policy framework.

Table 1. Application of Policy Framework

Park or Trail Management Plan				Dog Management Policy Framework	Consistency between Management Plan and Policy Framework Baseline Condition	Comments
Description	**Classification**	**Zones**	**Dog Policy Statements**	**Baseline Dog Management Category**		
Galloping Goose Regional Trail Plan Approved: 2016 *Jurisdiction*: Victoria, Saanich, View Royal, Colwood, Langford, Metchosin, Sooke, Juan de Fuca Electoral Area	Bike & Pedestrian Trail: *Victoria to Langford* Multi-Use Trail: *Luxton to Kapoor Regional Park*	N/A	Under 2.4 Overarching Policies for Regional Trails 2.4.1 General "For the safety of trail users, their pets, and wildlife, all pets must be on-leash at all times while on regional trails."	Regional Trails: *Dogs on-leash*	Consistent	The dog management approach for the Galloping Goose Regional Trail is consistent between the management plan and the policy framework baseline condition.
Ayum Creek Regional Park Plan Approved: 2010 *Jurisdiction*: District of Sooke	Regional Conservation Area	• Environmental Protection Zone	Under 3.6.3 Visitor Experience Action: "Retain Ayum Creek, and surrounding riparian areas, as off-limits to dogs during salmon spawning season; and on-leash/on-trails the rest of the year."	Conservation Area/Environmental Protection Zone: *Dogs on-leash* May be considered: *Dogs not permitted*	Consistent	The dog management approach for Ayum Creek Regional Park is consistent between the management plan and the policy framework baseline condition.

Table 1. Application of Policy Framework

Park or Trail Management Plan				Dog Management Policy Framework	Consistency between Management Plan and Policy Framework Baseline Condition	Comments
Description	**Classification**	**Zones**	**Dog Policy Statements**	**Baseline Dog Management Category**		
Kapoor Regional Park Plan Approved: 2010 *Jurisdiction:* Juan de Fuca Electoral Area	Regional Natural Area	• Environmental Protection Zone • Natural Environment Zone	Not stated in plan Default is: *dogs leash optional under control*	Natural Area/Natural Environment Zone: *Dogs leash optional under control* Natural Area/Environmental Protection Zone: *Dogs on-leash*	Consistent in *Natural Environment Zone* Inconsistent in *Environmental Protection Zone*	If the policy framework was applied to the Environmental Protection Zone, it would stipulate that dogs are required to be on-leash as the baseline condition. This is more restrictive than the current dog management approach.
Sea to Sea Regional Park Plan Approved: 2010 *Jurisdiction:* District of Sooke, Juan de Fuca Electoral Area	Regional Wilderness Area	• Wilderness Zone • Natural Environment Zone • Environmental Protection Zone • Park Services Zone	Under Section 5.6.3 Visitor Experience: "Dogs will be required to be kept on-leash at all times in the park. This protects dogs (and their owners) from hazards such as encounters with large carnivores. It also protects park flora and fauna from undue disturbance."	Wilderness Area/All Park Zones: *Dogs on-leash*	Consistent	If the management plan goes through a public amendment process, according to the policy framework under *7.1 Visitor Experience Considerations*, a leash optional under control designation *may* be considered for temporally or spatially defined park areas or internal park trails where the visitor experience may be safely enhanced by permitting dogs to be off-leash under control. Such a designation should be limited in scope and application, and be founded on a strong rationale. Decisions to deviate from the baseline dog management category should be based on an impact assessment and take into account any legal or regulatory requirements, risk and liability concerns, and public input received.

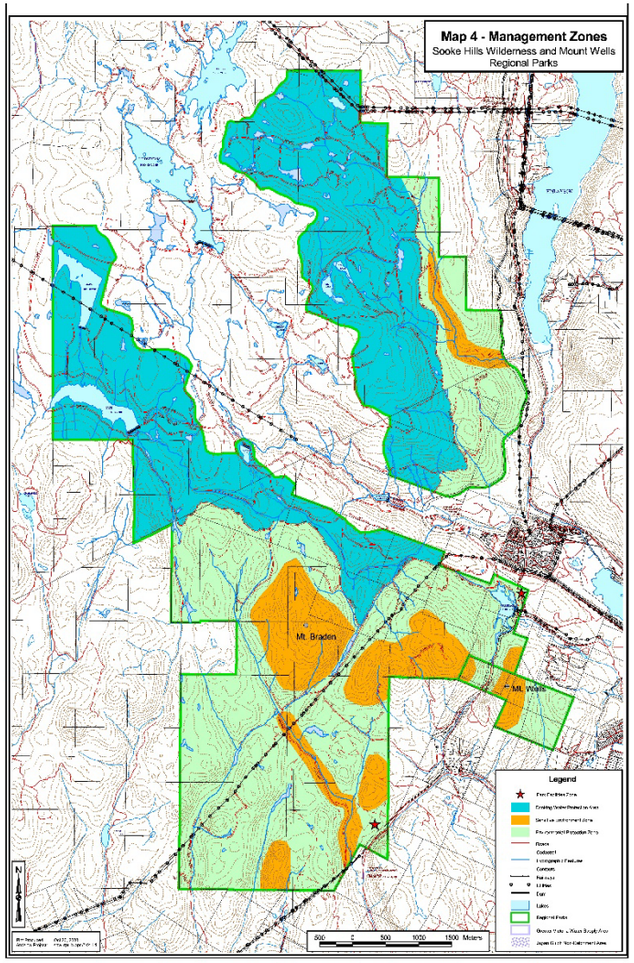
Table 1. Application of Policy Framework

Park or Trail Management Plan				Dog Management Policy Framework	Consistency between Management Plan and Policy Framework Baseline Condition	Comments
Description	**Classification**	**Zones**	**Dog Policy Statements**	**Baseline Dog Management Category**		
Sooke Potholes Regional Park Plan Approved: 2010 *Jurisdiction:* District of Sooke, Juan de Fuca Electoral Area	Regional Natural Area	• Natural Environment Zone • Environmental Protection Zone • Park Services Zone	Under Section 6.6. Management Objectives and Actions 6.6.1 Environmental Conservation: "Special measures will be undertaken to protect salmon, black bear, and other sensitive species from undesirable human impacts. Dogs will be required to remain on-leash and on trails at all times in the park." 6.6.4 Park Development and Operations: "Black bears may be present in the park during salmon spawning season. Strategies should be developed to address bear habituation, displacement, and public safety." Action: Require dogs to remain on-leash and on trails.	Natural Environment Zone: *Dogs leash optional under control* Environmental Protection Zone: *Dogs on-leash* Park Service Zone: *Dogs on-leash*	Inconsistent in *Natural Environment Zone* Consistent in *Environmental Protection Zone* Consistent in *Park Service Zone*	The policy framework baseline condition for dog management in the *Natural Environment Zone* is leash optional under control. The policy framework also allows for dogs to be on-leash or not permitted in this zone. The policy framework is not retroactive to existing management plans, so it does not automatically apply to this management plan. In order to consider changing the current dogs on-leash direction for the *Natural Environment Zone* to dogs leash optional under control, the Sooke Potholes park management plan would need to undergo a new management planning process, with a public engagement component. In determining whether dogs should be allowed to be leash optional under control in the *Natural Environment Zone*, the policy framework's decision considerations must be considered (i.e., impacts to visitor experience, visitor safety, environmental values, or cultural heritage). Decisions to deviate from the baseline dog management category should be based on an impact assessment and take into account any legal or regulatory requirements, risk and liability concerns, and public input received.

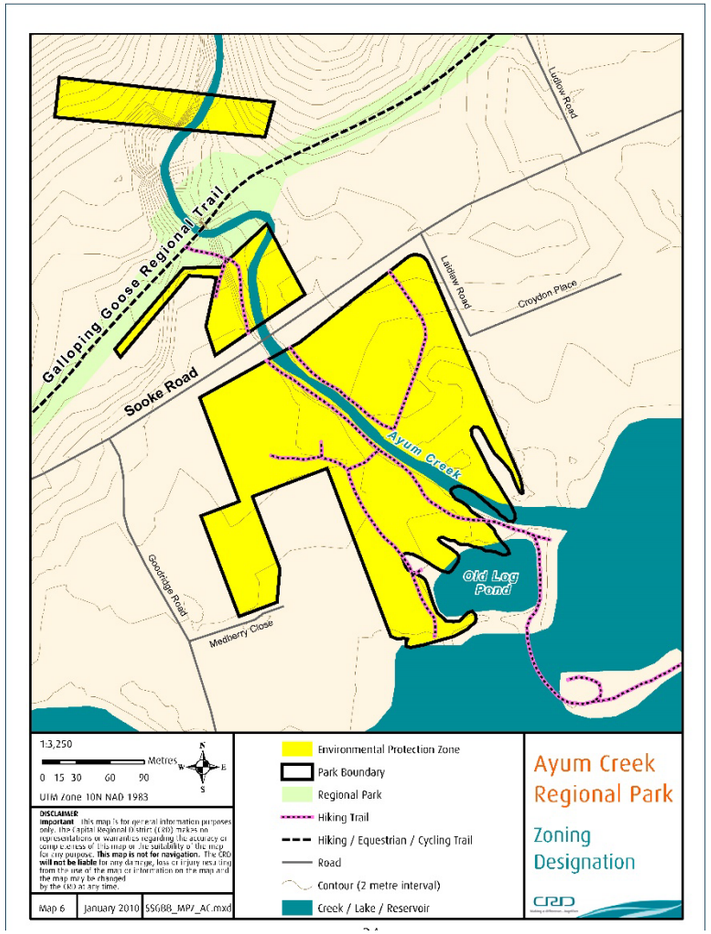
Table 1. Application of Policy Framework

Park or Trail Management Plan				Dog Management Policy Framework	Consistency between Management Plan and Policy Framework Baseline Condition	Comments
Description	**Classification**	**Zones**	**Dog Policy Statements**	**Baseline Dog Management Category**		
Sooke Hills Wilderness Regional Park Plan Approved: 2001 *Jurisdiction:* District of Metchosin, City of Langford, Juan de Fuca Electoral Area	Regional Wilderness Area	• Drinking Water Protection Zone • Sensitive Environment Zone • Environmental Protection Zone • Park Facilities Zone	Under Drinking Water Protection Zone: "These wilderness areas support wildlife species that pose a threat to dogs, or could be at risk from dogs and other domestic animals that can carry human disease into the Water Supply Area. For these reasons, dogs will not be allowed in the Drinking Water Protection Zone. Dogs must be on-leash in all other park zones." Under Managing Dogs Within the Parks Management Policies: o Dogs will not be permitted in the Drinking Water Protection Zone. o Dogs must be on-leash in all other portions of Sooke Hills Wilderness Regional Park.	Wilderness Area/All Park Zones: *Dogs on-leash* Wilderness Area/Drinking Water Protection Zone: *Dogs not Permitted*	Consistent in all zones	The Sooke Hills Wilderness Management Plan has identified the process to review and amend the management plan (p. 13): "Once the management plan has been adopted, CRD Board and Minister of Water, Land and Air Protection approval will be required for major changes to the Sooke Hills Wilderness Regional Park portion of the management plan. Major changes include: o Changes to the boundaries of Sooke Hills Wilderness Regional Park; o Changes to the boundaries of the Drinking Water Protection Zone; o Changes to basic park management policies as stated in the management plan. Changing the existing dog management policy is considered a major change to the management plan. This would require CRD Board approval and Province of B.C. Ministerial approval. A process to review the management plan would require: "Relevant provincial and federal government agencies and departments, local governments, park user groups and First Nations to be consulted in the review process."

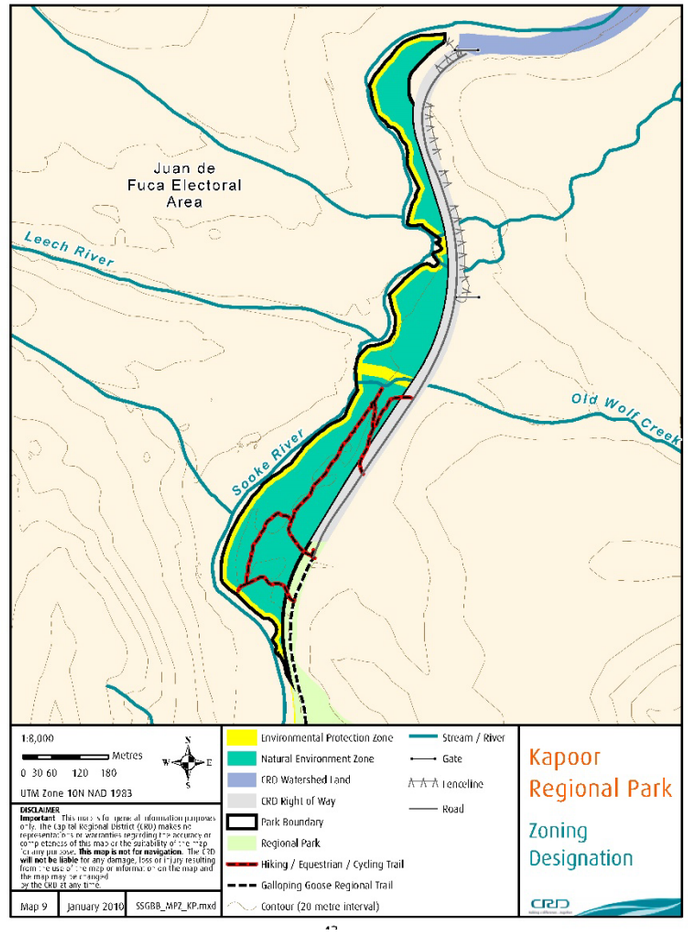
Park Management Plan - Zoning Maps



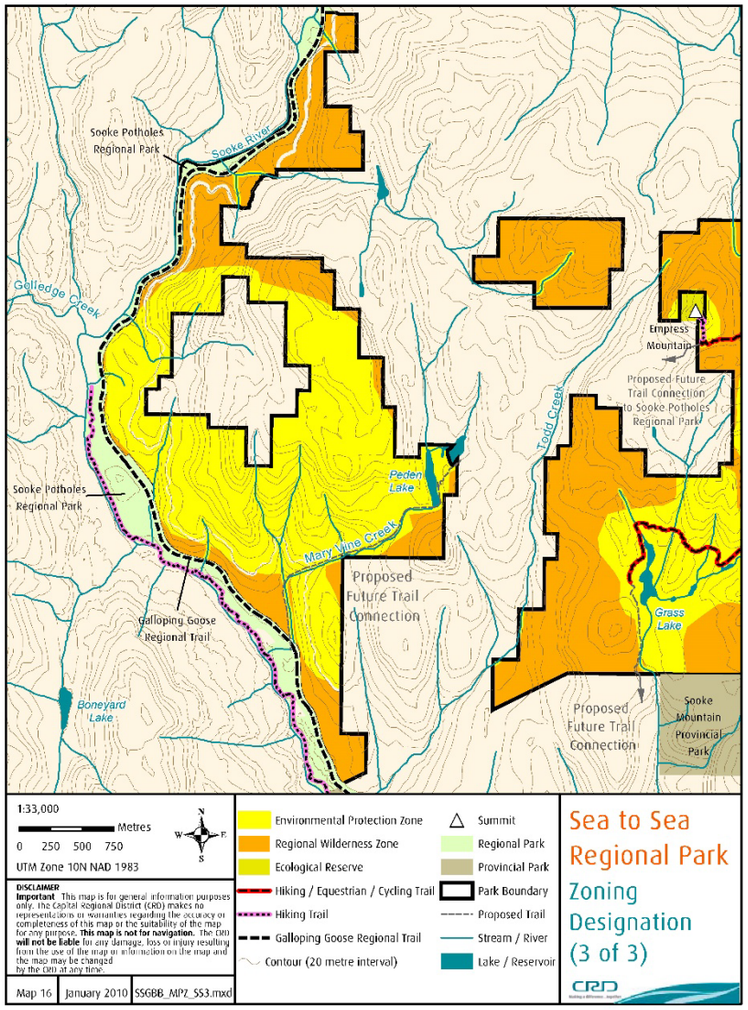
Sooke Hills Wilderness Zoning Map

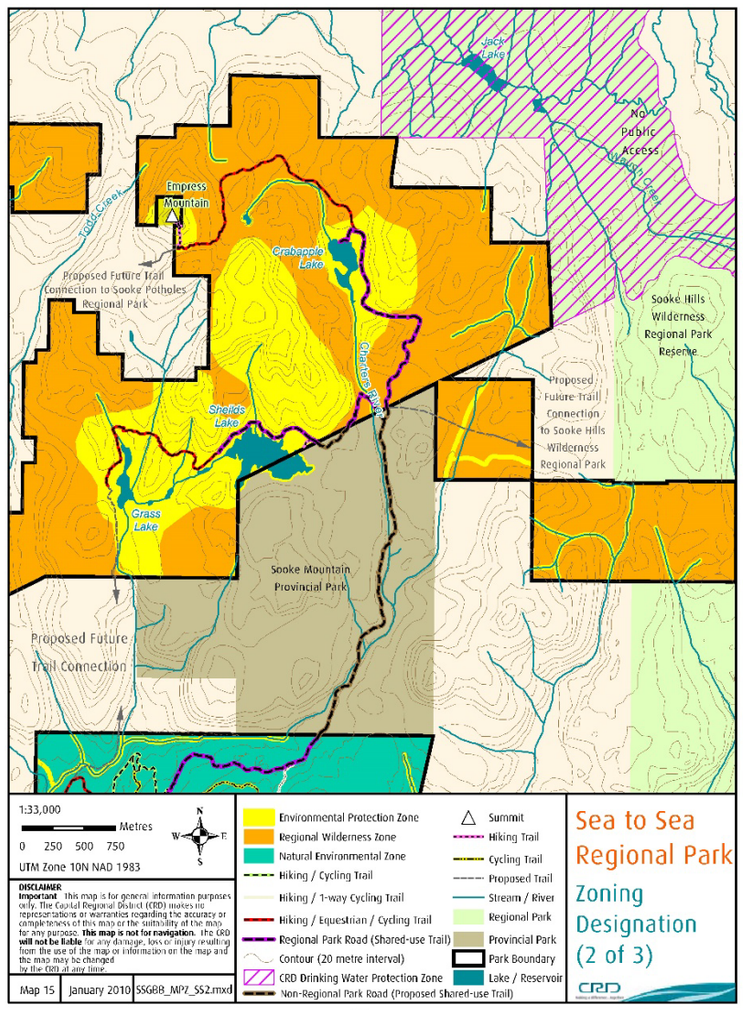


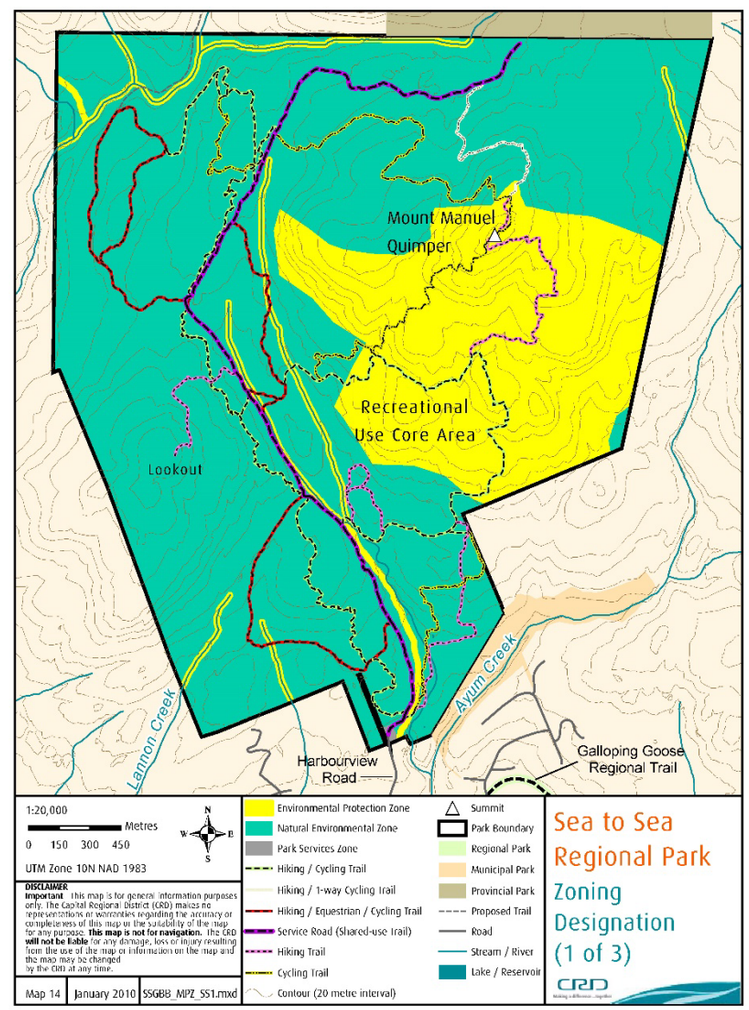
Ayum Creek Regional Park Zoning Map



Kapoor Regional Park Zoning Map







Sea to Sea Regional Park Zoning Maps

APPENDIX B

Record of Feedback from Galloping Goose Regional Trail, Ayum Creek, Kapoor, Sea to Sea, Sooke Potholes and Sooke Hills Wilderness Management Planning Processes

A single park management planning process was undertaken for Ayum Creek, Kapoor, Sooke Potholes, and Sea to Sea regional parks from 2006-2010. The CRD Board approved the *Ayum Creek, Kapoor, Sea to Sea, and Sooke Potholes Regional Parks Management Plans* in March 2010. A single management planning process was undertaken for the Galloping Goose Regional Trail, E&N Rail Trail—Humpback Connector, and Lochside Regional Trail between 2013 and 2016. The CRD Board approved the *Regional Trails Management Plan* in November, 2016. A single park management planning process was undertaken for Sooke Hills Wilderness and Mt. Wells between 1999 and 2001. The CRD Board approved the *Sooke Hills Wilderness and Mount Wells Regional Parks Management Plan* in June, 2001; and as required, the Minister of Water, Land and Air Protection approved the plan in November, 2001.

Table 2 summarizes the public engagement processes and record of feedback from the five park and trail management planning processes as it relates to dogs.

Table 2. Record of Public Feedback

Description	Summary of Public Consultation Process	Record of Public Feedback – Plan Initiation	Record of Public Feedback – Draft Plan	Comments
Galloping Goose Regional Trail	The Regional Trails Management Plan (RTMP) was developed with significant input provided by the public, First Nations, and municipal representatives. Public input was gathered through three rounds of public participation: • Regional Trails Survey (2013). Over 2,000 respondents submitted a survey. • Initial information gathering process (2014) • Comments on the draft Regional Trails Management Plan (2015-2016) Public sessions were advertised in local newspapers, on the CRD website, and on social media. E-mails were also sent to known interest groups alerting them about the processes. Overall, there was a reasonably strong level of public support for the draft RTMP.	An initial round of three public sessions and an online comment form, available between May and June 2014, were used to gather ideas and suggestions from the public for a vision statement for regional trails, overarching management principles/values, strategic policies for all regional trails, and key management needs for each of the existing regional trails—Galloping Goose, Lochside and E&N Rail Trail. Initial engagement with First Nations was also undertaken in 2014, with five meetings and/or community sessions held with two interested First Nations. Together, over 1,300 ideas and suggestions were received in 2014 to help develop the draft plan.	A draft RTMP was released for public comment in late 2015. The draft RTMP and a related online comment form were available between November 24, 2015 and January 31, 2016. Two public open houses were held in January 2016. The CRD received 435 comment forms and 162 other types of qualitative communications between November 2015 and February 2016. The qualitative comments were provided by the public through open houses, emails, Facebook, and other types of communications. Section 2.4 of the draft plan lists strategic policies for Regional Trails, including: *"For the safety of trail users, their pets, and wildlife, all pets must be on-leash at all times while on regional trails."* The RTMP Public Participation Report (2016) identified that 75% of respondents supported the strategic policies in the draft plan.	In preparing the RTMP, municipal input was gathered through two steps: • A CRD-Municipal-Provincial Working Group, with staff representatives appointed by their municipalities/electoral areas/ministry, was established in 2014. The Working Group met four times to discuss and advise on different aspects of the planning process, including public participation and draft sections of the RTMP. • The draft RTMP was referred to Municipal Councils and Electoral Area Directors in November 2015 requesting comments by January 30, 2016. By request, presentations were made to seven municipalities or electoral areas or their respective committees. Responses on the draft RTMP were received from 11 municipalities and electoral areas. On balance, there was good support expressed for the draft RTMP. No municipal comments on the draft RTMP specifically relating to dogs were mentioned in the 2016 Public Participation Report.

Table 2. Record of Public Feedback

Description	Summary of Public Consultation Process	Record of Public Feedback – Plan Initiation	Record of Public Feedback – Draft Plan	Comments
Ayum Creek Regional Park **Kapoor Regional Park** **Sea to Sea Regional Park** **Sooke Potholes Regional Park**	The CRD Regional Parks Committee and CRD Board approved a public consultation process for the Ayum Creek, Kapoor, Sea to Sea and Sooke Potholes in July 2006. The public consultation process included the following components: • Establishment of a Management Plan Advisory Group (MPAG) consisting of nine representatives. • Consultation with other CRD departments, other levels of government, First Nations, and public stakeholders. • Preparation and distribution of a newsletter to explain the planning process and provide background information on the plan units. • Three public meetings at the start of the planning process to identify public interests and values. • Two public meetings to gather input on the draft park management plan and newsletter. • Presentation of the draft park management plan to the District of Sooke Mayor and Council. • Preparation and distribution of a newsletter once the final plan was approved. The purpose of the MPAG was to provide advice and recommendations on the plan	CRD Regional Parks hired Judith Cullington & Associates to manage the initial public consultation. Three meetings were held for the first round of public consultation: • November 15, 2006: T'Sou-ke Nation • November 23, 2006: Victoria • November 25, 2006: Sooke In all, nearly 200 people attended the meetings. Participants were given an opportunity to provide their input by verbal comments during the meetings, written comments on a response form, and by other written comments (i.e. fax, email, or letter). The public was asked to comment on their vision and values for the four parks; activities they would (or would not) like to see in the park areas; and issues that the park management plan should address, and ways to resolve these issues. The key messages from the public consultation were: • Wilderness and conservation are very important values for the parks. • Public recreation is important, but the types of access envisioned varied. • Facilities and services should be limited and minimal.	CRD Regional Parks conducted a public consultation process to hear feedback on the draft management plan in 2009. Two meetings were held: • November 24, 2009: Sooke • December 1, 2009: Victoria In all, 71 people attended the meetings. In addition, 16 response forms were received. People were given an opportunity to comments in several ways: • Verbal comments from facilitated discussions at the public meetings; • Written comments on a response form available at the public meetings; • Written comments on an on-line response form; and • Formal written comments from the District of Sooke, District of Metchosin, JdFEA Area Director, T'Sou-ke Nation, and Beecher Bay First Nation. A presentation of the draft plan was made to the District of Sooke Council on January 25, 2010. In response, the District of Sooke sent a letter outlining their comments and concerns. The letter did not mention dogs as an issue or concern. The public was asked to respond to three questions:	The draft plan was brought forward at the District of Sooke Council meeting on January 25, 2010. The District's comments can be summarized as follows: • A concern over the restricted use of the Sea to Sea park by the elderly, young families, and physically challenged residents who require access by motorized vehicles. • The need for provision of a designated area for off-road recreational access in the park management plan, and consultation with off-road recreational groups as to their needs for park use and stewardship opportunities. • The need to address access for emergency vehicle access in the park management plan. • The need to consult with the District of Sooke before acquiring additional Regional Park lands within the District of Sooke's boundaries. There is no record of the District's representative sitting on the MPAG contesting the dog management direction identified in the four draft park management plans. --- Several management themes were identified during the background information gathering, MPAG, and public input phases of the planning process. One of these themes was dog management: 2.12.6 Dog Management (p. 22)

Table 2. Record of Public Feedback

Description	Summary of Public Consultation Process	Record of Public Feedback – Plan Initiation	Record of Public Feedback – Draft Plan	Comments
	as it was developed through the final stage. The composition of the MPAG included: • Councilor – District of Sooke • T'Sou-ke Nation • Sooke Harbour Chamber of Commerce • Juan de Fuca Electoral Area Parks & Recreation Commission • Society for the Protection of Ayum Creek • Habitat Acquisition Trust • The Land Conservancy of BC • Public Representative The MPAG met regularly during the course of the management planning process to review and comment on all aspects of the four park plans, including the draft plan.	• Many people preferred any business opportunities located outside the parks. • There are many important issues for the park management plan to address, including balancing recreational use and conservation. The verbatim record of public comments indicates that dogs were barely mentioned from the hundreds of comments received. As such, dogs were not identified as an issue in this round of public consultation.	1. For each park unit, what do you think about the proposed objectives and actions? 2. What are your overall thoughts about the plan? 3. Do you have any general comments to make? The record of public comments confirmed the draft plan's proposed objectives and actions. Comments about dogs were negligible, and where dogs were mentioned, the comments favored more control or requiring dogs to be on-leash. The proposed dog management direction was not flagged as an issue in any of the draft management plans.	*"Parks within the Regional Park system have a high degree of environmental sensitivity, and inappropriately managed dogs can result in environmental disturbance and habitat/species decline. Other park visitors can also be disturbed by inappropriately managed dogs. Dogs in the four park units are required to remain under control at all times, and in some cases on-leash/on-trail. Some sections of the parks may be zoned off-limits to dogs, depending on the degree of environmental sensitivity, presence of species at risk, or other factors. Rules regulating dogs, and identification of off-limit areas or time periods, will be clearly stated in park communications materials."* This dog management theme was not contested during the public or MPAG review of the draft management plan.
Sooke Hills Wilderness Regional Park	The management plan for Sooke Hills Wilderness and Mount Wells was prepared with the assistance of a Project Management Team and a nine member public advisory group. The project team was represented by CRD Regional Parks; CRD Water; the Capital Health Region; the Ministry of Environment, Lands and Parks; and the Ministry of Municipal Affairs. A nine-member Volunteer Public Advisory Group was also established to provide input into the management plan.	The public was given several opportunities to review the plan as it was being prepared. Two newsletters were circulated, and the public was invited to review the park proposals as they were being formed. The first newsletter, prepared in June of 1999, outlined the challenge of managing large areas of parkland adjacent to the closed drinking water supply. The second newsletter (November, 1999), focused on getting public input on the park vision.	CRD Regional Parks presented the draft plan at an open house and workshop held in November 2000. 48 members of the public participated in the open house and workshops that followed. A third newsletter was also released in November 2000 outlining the proposed park management policies and requesting input on specific park management proposals. The public was asked for their views on 14 key subject areas and given the opportunity to make written comments. A total of 137 response forms were received, indicating	Municipalities adjacent to Sooke Hills Wilderness and Mt. Wells regional parks (the districts of Sooke, Langford, and Metchosin) were invited to comment on the draft plan. The districts of Metchosin and Langford provided comments. CRD Regional Parks did not receive a written response from the District of Sooke or the JdFEA director.

Table 2. Record of Public Feedback

Description	Summary of Public Consultation Process	Record of Public Feedback – Plan Initiation	Record of Public Feedback – Draft Plan	Comments
	The CRD Regional Parks Committee and the CRD Board had an opportunity to review the Draft Management Plan, and approved the plan before sending it to the Ministry of Water, Land and Air Protection for approval. The CRD Board then adopted the management plan by bylaw in 2001.	There is no record available of the feedback received from the initial round of public consultation.	overall support for the draft plan, particularly on proposed environmental policies. From the response form, Question #7 was about dogs: "*The CRD Parks bylaw states that dogs must be under control in regional parks (either on a leash or returning immediately when called). The draft plan proposes that all dogs be leashed in Sooke Hills Wilderness to protect wildlife, themselves, and their handlers. What is your level of support for this policy?* Support or strongly support: 71% Oppose or strongly oppose: 21%	