

## **AGENDA**

REGULAR MEETING OF THE ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY  
SERVICE AND RESOURCE CENTRE BOARD ROOM, 411 DUNSMUIR STREET  
WEDNESDAY, 2014-APR-09, COMMENCING AT 4:30 P.M.

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CHAIR: COUNCILLOR DIANE BRENNAN

1. **CALL THE REGULAR MEETING OF THE ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA:**

*(Motion required to adopt the agenda)*

4. **ADOPTION OF MINUTES:**

Minutes of the Regular Advisory Committee on Environmental Sustainability Meeting held Wednesday, 2014-MAR-13, at 4:39 p.m., in the Service and Resource Centre Board Room.

*Pg. 3-4*

*(Motion required to adopt minutes)*

5. **PRESENTATIONS:**

(a) Dean Mousseau, Manager of Engineering and Subdivision presenting on the City of Nanaimo's Policy on Erosion and Sediment Control.

(b) Ted Perry presenting on Native Plant Salvage Programs with an overview of the existing program in Saanich.

*Pg. 5-9*

6. **CHAIR'S REPORT:**

7. **STAFF REPORTS:**

(a) **Realtor Energy Efficiency Project Update**  
**R. Lawrance, Environmental Planner**

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*Pg. 10-13*

*Purpose: To provide ACES with an update on the Realtor Energy Efficiency Project and report on the City receiving funding from BC Hydro, through the Sustainable Communities program. To also provide details on the project and the partnership with the Regional District of Nanaimo, that will help coordinate it.*

Staff Recommendation: That the Advisory Committee on Environmental Sustainability receive for information.

(b) **Riparian Area Review – Verbal Update**  
**R. Lawrance, Environmental Planner**

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*Purpose: To provide the Committee updates on the progress of the Riparian Area Review.*

Staff Recommendation: That the Advisory Committee on Environmental Sustainability receive for information.

(c) **Environment Services Monthly Report – March 2014**

*Pg. 14-15*

8. **CORRESPONDENCE:**

- (a) Minutes of the Nanaimo River Watershed Roundtable meeting, held 2014-JAN-29.

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9. **NOTICE OF MOTION:**

10. **OTHER BUSINESS:**

*(Motion required to review other business)*

11. **DELEGATIONS (not related to a Report to Commission): (10 MINUTES)**

12. **QUESTION PERIOD: (Agenda Items Only)**

13. **ADJOURNMENT:**

## MINUTES

REGULAR MEETING OF THE ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY  
SERVICE AND RESOURCE CENTRE BOARD ROOM  
WEDNESDAY, 2014-MAR-13, AT 4:30 P.M.

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PRESENT: Councillor D. Brennan, Chair

Members: S. Andre  
S. Serebin  
G. Hunter  
A. Kerr  
T. Perry  
W. Wells

Regrets: C. Dalrymple  
S. DeBoer  
J. Hastings  
C. Tant

Staff: R. Harding, Director, Parks, Recreation and Environment  
R. Lawrance, Environmental Planner  
J. Farrell, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting was called to order at 4:39 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Add Item 9 (a) Delegation – Students from the Green Network regarding a presentation on Climate Change Mitigation.

It was moved and seconded to move the delegation forward on the Agenda prior to Item 5 (a) Presentations. The motion carried unanimously.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Special Advisory Committee on Environmental Sustainability Meeting held Wednesday, 2014-FEB-19 at 4:39 p.m. in the Service and Resource Centre Board Room be adopted as circulated. The motion carried unanimously.

5. DELEGATIONS:

- (a) Students from Woodlands and Dover Bay Secondary Schools, that form part of the Green Network gave a presentation on Climate Change Mitigation and options for our community.

6. PRESENTATIONS:

- (a) Deborah Beck, Program Coordinator, and Rob Lawrance, Environmental Planner, Parks, Recreation and Environment, presented an overview of the department's current programming on environmental education, including watercourse and riparian area awareness.

7. STAFF REPORTS:

- (a) Parks, Recreation and Environment Department  
Preliminary Environmental Services Framework  
R. Lawrance, Environmental Planner

It was moved and seconded that the Advisory Committee on Environmental Sustainability receive for information. The motion carried unanimously.

8. CORRESPONDENCE:

- (a) Public Lecture at VIU, Wednesday, 2014-MAR-12, 7:00pm to 8:00pm, regarding Gardens Aflame: Garry Oak Meadows of BC's South Coast.
- (b) Public Lecture at VIU, Wednesday, 2014-APR-09, 7:00pm to 8:00pm, regarding VIU Bird Monitoring and Banding Project at Buttertubs West Marsh.
- (c) Brant Wildlife Festival, Opening Night Celebration, Saturday, 2014-MAR-01, at 5:00pm at the Quality Resort Bayside.
- (d) Solid Waste Management Blog with article on incinerator issues titled The Burning Question. Link to the article to be circulated to the Committee.

9. ADJOURNMENT:

It was moved and seconded at 6:19 p.m. that the meeting adjourn.  
The motion carried unanimously.

CERTIFIED CORRECT:

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D. Brennan, Chair  
Advisory Committee on Environmental Sustainability

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R. Harding, Director  
Parks, Recreation and Environment



# Native Plant Society of British Columbia

## Salvaging Native Plants

### The ethics of salvaging

The salvaging of native plants should be done with respect and consideration for the conservation of the species and the habitats in which they are found. Collecting seeds and cuttings is preferred over salvaging whole plants and normally, people are encouraged to use plants propagated in nurseries from seeds and cuttings. **Plant salvage is not a substitute for conservation and should be done only under special circumstances:** if the habitat is disturbed and under certain threat of destruction. Plants found in such sites may be carefully removed and reused in appropriate places.

### How to salvage native plants

#### *Step 1: Finding plants*

Plants should first be identified as to their species. This will be important to determining which should be salvaged and where they should be replanted. Please note there may be some invasive, introduced species at your site that should not be removed and replanted.

Plant suitable for salvage should be chosen according to the conditions of the sites where they will be replanted. These conditions include sun/shade exposure, soil moisture and soil nutrients.

The success of transplanting in large part depends on the intact removal of the plant's root structure. The best plants to choose are those growing in isolation or the ones that are easy to separate from surrounding plants. Trees and shrubs growing in clumps are not as easy to divide; perennials and ferns can be divided simply using a sharp thrust of the spade.

The dominant coniferous tree species and deciduous understorey trees and shrubs, if removed in smaller sizes, are more likely than broadleaf evergreens to survive. Broadleaf evergreens may not initially show regrowth above ground after transplanting though their roots can continue to grow. Most herbaceous perennials and ferns should transplant fairly easily.

Removal of bulk moss, woody debris and soil as well as stumps, logs, and large trees is **not** permitted.

#### *Step 2: Digging plants*

Plants should be carefully dug using a sharp spade and retaining as much of the original root structure as possible; under no circumstances should plants be ripped from the ground as this will damage the roots and also cause the soil to separate from the root ball. Roots of adjacent plants should be clipped free with pruning shears or cut with a pruning saw. Though it may be

difficult to keep the root ball intact because of the loose texture of the top organic layer of soil, additional soil can still be included with each plant.

Native species have specific relationships with soil microorganisms, in particular, fungi called mycorrhizae -- that live on roots and help the plant absorb moisture and nutrients. These microorganisms may not be as plentiful in disturbed and developed sites that are being replanted with the salvaged plants. Retaining as much soil from the salvage site is an essential part of the microhabitat of the individual plant and will help to ensure it survives and successfully reestablishes itself in a new site.

Trees selected for removal should preferably not be pruned; individual specimens should be an appropriate size for removal and transport. Most shrubs can be pruned and the old fronds on ferns can be partially cut back before digging. Dug plants should be placed on moistened burlap or on wet newspaper inside plastic bags. The burlap or bags can then be drawn around the root ball and secured with twine. Take care that twine does not rub on the plants or remove the bark -- which can provide an entry point for insects and disease. Smaller plants can be placed in pots.

### ***Step 3: Transporting plants***

Plants should be carefully positioned in a vehicle to ensure that they won't move around and suffer damage. Roots should be kept moist at all times. If plants are carried in the back of an open truck, they should be completely covered to prevent moisture loss. The air flowing over the plants will rapidly dry the roots, stressing the plants and reducing the likelihood of their survival. Plants should also not be kept in closed vehicles in the sun as they can rapidly suffer heat stress. They should be removed as soon as possible to a suitable temporary storage area.

### ***Step 4: Storing plants***

Plants should be put in the ground as soon as possible after salvaging. If they cannot be used immediately, they should be stored in a cool, moist and shady location, protected from the sun and wind. Plastic bags should be removed to ensure proper air circulation, otherwise the roots could suffer from fungal and other disease problems. Plants should be watered to ensure the root balls are moist, but not wet, at all times. They can also be temporarily planted and lifted from the ground when needed.

### ***Step 5: Replanting***

Plants should in general be used in sites with conditions similar to the original habitat. Replanting sites should have soil high in organic matter: a mulch of woody debris typical of what is found in the original forest is beneficial. Native plants do not need to be fertilized after transplanting. They will be adapted to the native soils and may burn if soil nitrogen is too high.

Most native plants can take one to two years to reestablish in a new location; broadleaf evergreens can take up to four years. During the summer for the first two years, plants should be watered about once or twice a week to ensure their roots do not completely dry out. Most plants, if placed in the appropriate conditions, do not need watering after they become established and they will be relatively pest and disease free.



# **Native Plant Salvage Program**

## **Background:**

### **Program Description:**

This program preserves native plants in our region that would otherwise be lost to development or municipal work. Through voluntary partnerships with developers, our volunteer members remove plants from development sites before construction begins.

The **main goals** of the program are to:

- protect biological diversity
- restore wildlife habitat
- encourage the use of native plants
- promote the preservation and restoration of environmentally significant areas in Saanich

### **Volunteer Members:**

To become a member, participants must attend an orientation session to ensure they are trained in appropriate and safe salvaging practices. After signing an agreement/waiver form to release landowners from liability, the members of Saanich's Native Plant Salvage Program receive regular salvage site announcements and other related information. Site meetings, occasional workshops, and a secure website are also available for members.

### **Salvaged Plants:**

Plants salvaged from these sites are used locally in private and public restoration projects that benefit the entire community, and are not permitted to be sold.

### **Salvage Is Not Our First Choice:**

The salvaging of native plants is not an alternative to habitat protection, nor is it considered mitigation. All salvage sites have development approvals in place and assessments have been conducted for habitat and species protection. The salvage program is a stewardship initiative that compliments other environmental protection tools such as Natural State Covenants. So when salvage does take place, you can be assured that alternatives were considered.

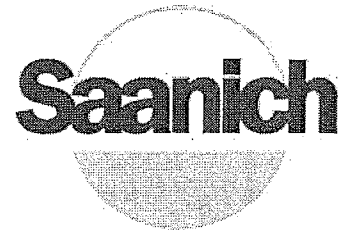
### **How You Can Help:**

It seems logical that Saanich Environmental Services would be happiest when the Salvage Program isn't busy, since we can then assume that sensitive areas aren't being developed. Unfortunately this isn't always the case. Once approvals are granted, the development process proceeds rapidly, and valuable salvaging opportunities are missed. This is where you come in. If you see a potential salvage site, please contact Environmental Services immediately. You can also help by introducing the program to the landowner/developer, provide a brochure, and encourage them to take part in this rewarding program. The more lead-time we have, the greater the likelihood of implementing a successful salvage program. Please remember that even the most unlikely looking landscape can hide a treasure of native plants.

### **For More Information Contact:**

Darren Copley  
Saanich Environmental Education Officer  
[www.saanich.ca/resident/environment/salvage.html](http://www.saanich.ca/resident/environment/salvage.html)

Darren.Copley@saanich.ca  
T 250-475-5579



# Native Plant Salvage Program

## Frequently Asked Questions:

### What is this Program?

It is a municipal program that uses volunteers to rescue plants from development sites in Saanich that would otherwise be destroyed. Salvaging is not an alternative to conservation; it is another means to conserve our biological diversity.

### Where does it occur?

Salvaging takes place on sites that have been volunteered by developers, or on municipal lands where native plants would otherwise be lost to development. Salvaged plants are for private use or for restoration projects, but may not be sold.

### Why does Saanich fund this program?

To encourage community involvement, environmental stewardship, and biodiversity conservation.

### Benefits of Salvaging

- Protects biodiversity (genetic, species)
- Restores biodiversity at the natural systems/ecosystem level
- Encourages *Naturescaping* in Saanich
- Increases community cooperation
- Salvages plants that would be destroyed, and uses them in local restoration projects and on private property
- Helps increase awareness about and value of native plants

### How can I take part in salvaging?

Only volunteers members can salvage, and they must be over the age of 19, sign a *Release of Liability Form*, attend a mandatory orientation session, abide by Saanich's rules, and wear nametags while salvaging.

### How much time do I have to commit?

Once you become a member you can participate in the program as much (or as little) as you wish.

### When will the next site open?

The site availability is dependant on the development process, so a salvaging site opens when one becomes available.

### Will salvagers come to my land and transplant native plants for me?

All of the members are volunteers and many of them use the plants on their own restoration projects or private property, so likely not.

### Do other Municipalities have similar programs?

It seems as though this program is unique in our region. The Native Plant Study Group has a volunteer-run salvage program ([www.npsg.ca](http://www.npsg.ca)).

### How do I start a program like this one in the municipality in which I live?

Bring your concerns to your municipal Councillors.

## Landowner's Questions:

### What happens to the rescued plants?

Salvaged plants are used to restore and 'Naturescape' private property or on community restoration projects, but may not be sold.

### What are the benefits of participating in this program?

- Shows the surrounding community that the developer cares about, and is willing to protect, biological diversity
- Restores natural systems/ habitat
- Encourages *Naturescaping*
- Increases community cooperation
- Raises awareness about native plants

### How do I participate in this program?

Contact the coordinator, who will come to the site to assess details such as access, times, dates, no-salvage zones with the property owner. Each site can be catered to address specific concerns or situations.

#### For More Information Contact:

Darren Copley  
Saanich Environmental Education Officer  
[Darren.Copley@saanich.ca](mailto:Darren.Copley@saanich.ca)  
T 250-475-5579





## SAANICH NATIVE PLANT SALVAGE PROGRAM

### Participant's Agreement

Please fill out the following agreement form in order to be placed on the Saanich's contact list for plant salvaging.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Affiliations (if applicable – i.e. NPSG, VNHS): \_\_\_\_\_

Please read the following information and sign below if you understand these terms and are in agreement with them. The terms of this agreement must be followed in order to remain on the contact list for this program.

1. Members of the Saanich's native plant salvage program will be contacted if Saanich Planning Department receives an offer from a developer/ landowner to have plant salvaging taking place on their property before development. Plant salvaging will not be used as an alternative to conserving natural areas, but will be used as a last resort if native plants will be lost during development.
2. When members are contacted about a salvaging opportunity, they must follow the guidelines set out by the developer/ landowner as communicated by Saanich. Only those individuals who are members of Saanich's native plant salvage program may salvage plants on these sites. Anyone else who is interested in salvaging must register with Saanich.
3. To become a member of Saanich's native plant salvage program, individuals must fill out this agreement form. If the terms of the agreement are not met, the member may be taken off the membership list at the discretion of Saanich Environmental Services staff.
4. To become a member of Saanich's native plant salvage program, applicants must attend an orientation session to discuss ethics, salvaging techniques and program details.
5. Members of the Native Plant Salvage Program shall not sell salvaged plants.

I accept full responsibility for any personal injury or loss or damage to my personal property which I may suffer while carrying out activities under this program and I hereby release the Municipality of Saanich, its employees, contractors and agents, the owner and occupier of the lands proposed for plant salvaging and any contractors and agents of such parties from any claim, suit or action I may have for personal injury or loss or damage to personal property I may suffer in connection with plant salvaging activities under this program whether such damages are out of negligence, gross negligence or any other cause.

I \_\_\_\_\_ agree to the above statements

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**City of Nanaimo**

**REPORT TO THE  
ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY**

DATE OF MEETING: 2014-APR-09

AUTHORED BY: ROB LAWRENCE, ENVIRONMENTAL PLANNER  
PARKS, RECREATION AND ENVIRONMENT

RE: REALTOR ENERGY EFFICIENCY PROJECT (REEP) - UPDATE

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STAFF RECOMMENDATION:

That the Advisory Committee on Environmental Sustainability receive for information.

PURPOSE:

To provide ACES with an update on the Realtor Energy Efficiency Project and report on the City receiving funding from BC Hydro, through the Sustainable Communities program. To also provide details on the project and the partnership with the Regional District of Nanaimo, that will help coordinate it.

BACKGROUND:

The Realtor Energy Efficiency Project (REEP) contributes toward implementation of the City of Nanaimo Community Sustainability Action Plan (CSAP), which was endorsed by Council in December 2012. The Community Sustainability Action Plan (CSAP) was developed to identify actions that the City and stakeholders could take to help reduce GHG emissions and to help meet the City's GHG reduction targets. One of the key categories of the CSAP includes taking action to improve building energy efficiency – both residential and commercial.

Realtors are in a unique position to help raise awareness about home energy efficiency and provide that information to buyers and sellers of existing homes. In order to more clearly scope out how an energy efficiency program involving the City of Nanaimo and local realtors could work, City staff met with members of the Vancouver Island Real Estate Board (VIREB) in June 2013 to identify the perceived benefits and challenges to incorporating energy efficiency awareness into the home buying and selling process.

Receiving funding from BC Hydro, the City hired a facilitator from Malatest Program Evaluation and Market Research, and held two focus group meetings. The topics discussed with the realtors included:

- Defining energy efficiency
- What real estate agents hear from clients about energy efficiency in homes
- Potential benefits of (real estate agents) promoting energy efficiency in homes

- Potential challenges of (real estate agents) promoting energy efficiency in homes
- What real estate professionals need from a home energy efficiency program/approach

Realtors who participated in our focus group sessions offered their ideas on why previous energy efficiency home labeling programs met with limited success among realtors. Some of these ideas were confirmed at the conclusion of the focus group meetings, while others were challenged. Some of the main conclusions were:

- (a) Clients and real estate professionals are increasingly interested in improving their understanding of the relationship between energy efficiency and building design. Because of this, an opportunity exists to improve the understanding of energy rating systems (like EnerGuide) and the value of energy efficiency in terms of both energy savings in the long run as well as potentially increased property value. Without building up that knowledge, realtors will continue to find it overly challenging to promote energy efficiency effectively to their clients.
- (b) Real estate professionals are interested in expanding their knowledge about new and existing energy efficiency resources and tools. Such resources and tools are regarded as useful to agents, so long as they take the interests of real estate agents into account.
- (c) There are specific actions that the City of Nanaimo, BC Hydro and the VIREB can do immediately to provide energy efficiency resources and tools within the real estate sector. These resources and tools include information on energy incentives and on energy labeling programs, such as EnerGuide for Houses.

#### DISCUSSION:

Working from the recommendations of the Focus Group Study, Staff prepared a project proposal that combined developing an energy efficiency awareness course for realtors, along with online tools that could be housed on the VIREB website. In addition, an incentive program is also proposed to help cover costs to complete a home energy assessment, if a homeowner works with a realtor who has completed the energy efficiency awareness course.

Similar programs have been initiated elsewhere in the province, but have failed to have significant impact. To ensure the program receives relevant and timely advice, a contact group will be formed with participants from the following organizations:

- Victoria Real Estate Board
- Vancouver Real Estate Board
- Prince George Real Estate Board
- Ministry of Energy, Mines and Petroleum Resources
- Pembina Institute
- City of Campbell River
- BC Hydro

Taking this input and advice from local realtors into account, the Realtor Energy Efficiency Program will proceed to develop a customized energy efficiency resource package and training program. The deliverables will include the following:

#### A) VIREB "Healthy Home" Webpage

With support from the Vancouver Island Real Estate Board, develop a "Healthy Home" webpage to be accessed through the VIREB website. General Information on EnerGuide, the Energy Assessment process and links to the following energy information and incentive programs will be included:

- BC Hydro
- Terasen Gas
- Livesmart Program
- Natural Resources Canada
- Regional District of Nanaimo
- City of Nanaimo
- Home Energy Retrofit Mortgage Products
- CMHC
- Coastal Community Credit Union
- Local suppliers and home energy renovation companies

#### B) Realtor Energy Training Program

Working with realtors to design and test a series of training seminars on home energy efficiency, including:

- Lunch and Learn seminars (three sessions)
- Energy Assessment walkthroughs for realtors (six sessions - with testing)
- Provide access to "sign riders" to advertise realtors who have completed the energy training.

#### C) Energy Promotions Package for Realtors

Design and test run a series of media products for use by realtors that explain energy efficiency and home value. Use various sources of media, including the following:

- YouTube videos with energy assessment walkthroughs (two videos)
- Text and Twitter Feeds catered for Realtors
- A webform / blog for clients who provide testimonials on energy heating / cooling use along with energy costs for their homes

#### D) Home Energy Assessment Incentive Program (Launch in Fall 2014 and continue into 2015)

Working with realtors to design an incentive program to provide a rebate to homeowners who complete an energy assessment as part of any real estate transaction with a realtor who has completed the energy awareness training course. An advertising campaign would be used to encourage home sellers to contact VIREB for referrals and to receive additional financial incentives to complete the energy audit recommendations and receive a home EnerGuide rating.

#### E) Nanaimo Home EnerStaging

As the incentive proceeds, a database would be developed on the homes assessed as part of the incentive. Information on the EnerGuide rating for the home, along with and the type styles and an estimate of the monthly energy cost savings would be collected. This database would be used to provide clients with locally collected energy staging 'case studies' which would be accessible for realtors to refer to in the future.

Development of a more complete regional database will be considered once this basic database is completed. Ultimately, the database could provide a range of costs for energy retrofits for a

number of housing types found in Nanaimo. In addition, Livesmart BC could be contacted to see if data can be added for all homes that have had EnerGuide ratings and retrofits in Nanaimo.

**F) Inclusion of EnerGuide ratings on the Nanaimo MLS**

EnerGuide rating field will be added to Vancouver Island Real Estate Board's MLS system to enable tracking and transparency. All homes that participate in this program will have their EnerGuide ratings included on MLS.

This program is supported jointly by the City of Nanaimo and the Regional District of Nanaimo. Both local governments have expressed a willingness to provide in-kind staff support for this project. Other supporters for the project include Re/Max of Nanaimo and the Vancouver Island Real Estate Board.

**Project Funding:**

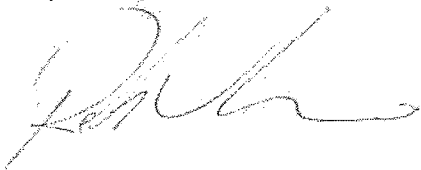
The City applied for funding through BC Hydro's Sustainable Communities "Implementation Offer" Program. The funding (up to 75% of project costs to a maximum of \$50,000) is offered to assist local governments in the implementation of "tangible, high impact projects" that increase energy literacy, result in electricity savings, and demonstrate broader benefits to the community.

In March, BC Hydro contacted the City of Nanaimo to confirm that they had accepted our proposal and was willing to provide funding up to \$49,500.

**STRATEGIC PLAN CONSIDERATIONS:**

<b>Strategy</b>	
Community Building Partnerships	<b>Successful Cities Initiative:</b> Commitment to collaborate with organizations and groups to explore how the City can become one of the BC's most successful cities.
Four Sustainability Pillars – Environmental Responsibility	<b>Policies / Strategies:</b> Adopt and Implement Sustainability Action Plan.

Respectfully submitted,



Rob Lawrance  
ENVIRONMENTAL PLANNER  
PARKS, RECREATION AND ENVIRONMENT

Concurrence by:



Richard Harding  
DIRECTOR  
PARKS, RECREATION AND ENVIRONMENT

**City of Nanaimo**

**REPORT TO THE  
ADVISORY COMMITTEE ON ENVIRONMENTAL SUSTAINABILITY**

DATE OF MEETING: 2014-APR-09

AUTHORED BY: ENVIRONMENTAL SERVICES DIVISION

RE: ENVIRONMENTAL SERVICES MONTHLY REPORT – MARCH 2014

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ENVIRONMENTAL PLANNING AND DEVELOPMENT:

Community Wildfire Management Plan

- Organized and participated in site visits with MoF staff, Fire Services and Urban Forest Coordinator reviewing the wildfire assessment criteria for Nanaimo
- Arranged for a follow-up meeting with MoF to discuss developing a new pre-plan for treating and containing fires in environmentally sensitive areas

REEP – Realtor Energy Efficiency Program

- Organized and facilitated a conference call with staff from the RDN, Rob Grey from ReMax Realty and BC Hydro on the REEP funding proposal.
- Attended the VIREB Conference and Trade Show to promote the REEP program and sign up interested realtors in participating in a trial energy efficiency training course
- Received confirmation BC Hydro has accepted our program proposal and will be funding the program up to \$49,500.

Riparian Setback Variance Review

- Attended Development Process Review Committee and answered questions from committee members on the staff report and recommended changes to the City Watercourse and Environmentally Sensitive Develop Permit Areas
- Met with GIS section to discuss mapping updates to the online watercourse mapping

Development Application Review

- Attended three pre-application meetings to review initial development proposals with developers

Development Referrals

- Reviewed and provided comment on 11 referrals

## ENVIRONMENTAL EDUCATION:

### Bike to Work Committee

- Attended three committee meetings
- Reviewed and beta tested updated BTWW website. The website is to go live the first week of April. [www.biketowork.ca](http://www.biketowork.ca)

### Invasive Plant Management

- Organized and attended a working lunch with Parks staff and the executive director for the Coastal Invasive Species Committee to discuss opportunities to coordinate with CISC in managing invasive plants over the summer and coordinating training opportunities with Parks / Public Works Staff.
- Prepared Invasive Plant Management Strategy report for presentation to the Parks and Recreation Commission

### Beaver Management

- Site visit responding to flood concerns of beaver dam.
- Continued planning for a beaver dam management course for City staff

## MEETINGS / TRAINING / PROFESSIONAL DEVELOPMENT:

- The Environmental Bylaw Enforcement Officer attended a regional conference for the Association of Professional Biologists in Vancouver
- Attended interdepartmental staff meeting on revising the City of Nanaimo stormwater design standards for the City of Nanaimo
- Participated in a design charrette for the plan to revitalize Georgia Park (beside Maffeo Sutton)

## ENFORCEMENT:

- Three calls for service regarding illegal tree cutting
- Four calls for service for encroachment into watercourse leave strip
- Four calls for service for water quality
- Reviewed and provided input to the Linley Valley Road Right of Way clearing and the Millstone Sanitary sewer design and Right of Way clearing.

# Nanaimo River Watershed Roundtable

City of Nanaimo Public Works Building, 2020 Labieux Road.

January 29<sup>th</sup>, 2014 – 1:00 pm

## MEETING NOTES

### Participants in Attendance:

Gail Adrienne (NALT), Scott Akenhead (VICCS, formerly MISSI), Larry Bell (Recreational Paddlers), David Bramley (Harmac), Rick Bryan (RCABC), Paul Chapman (NALT), Dave Clough (DR Clough Consulting), Don Cohen (VIU), Bob Colclough (LSA), Molly Hudson (TimberWest), Rob Lawrance (CoN), Joe Materi (Ursus), David O'Brien (DFO), Louise Shuker (Landowner), Bill Sims (CoN), Marjorie Stewart (Meeting Facilitator), Catherine Watson (NALT), Nicolette Watson (DFO), Fraser Wilson (NALT), Dorothy Woodhouse (VICCS).

### **1) Approval of Agenda – Approved by Consensus**

### **2) Introductions**

New Participant – Rick Bryan – Recreational Canoeing Association of B.C. (RCABC) and Victoria Canoe and Kayak Club.

New Representative – Dorothy Woodhouse – Vancouver Island and Coast Conservation Society (VICCS)

### **3) Review of Notes from Last Meeting, Nov. 12<sup>th</sup>, 2013 – Approved by Consensus**

### **4) Business Arising from Notes**

#### **Committee Updates:**

#### • Communications Committee – Scott Akenhead

- The Coquitlam River Watershed website template could be used as for NRWR.
- The template could be produced and hosted for a cost of \$1,000 - \$2,000.
- Content would be added by Roundtable participants and the Education and Awareness Committee.
- Someone would have to dedicate 5 to 8 hrs/week as webmaster. It was suggested that webmaster duties could rotate between participants (monthly?).
- David Bramley volunteered to help with website implementation.
- Concerns were raised about consent of the Coquitlam group - the need to communicate intentions with them is important.

#### • Education and Awareness Committee – Don Cohen

- Don Cohen asked for approval of NRWR draft brochure.
- By consensus it was agreed that the brochure should be emailed to participants for review and input.
- Any feedback should be emailed to Paul Chapman and cc'd to Deryck Cowling by February 14<sup>th</sup>.

#### • Budget Committee – Gail Adrienne

- The Budget Committee – Gail Adrienne, Paul Chapman, Molly Hudson and Domenico Iannidinardo met on January 7<sup>th</sup>.



- The Committee generated three draft budgets, representing from minimal to full funding of the Roundtable. Brought forward for consideration. Addressed later in the meeting, after Dave Clough's presentation and recommendations.

#### **NALT Acquisitions Committee – Fraser Wilson**

- NALT has drafted a proposal to the RDN to request that they partner on the purchase of one or several Couverdon properties along the Nanaimo River for parkland. Currently awaiting a response from the RDN.
- NALT will pursue other possible partnerships that could collaborate in an acquisition.
- As parkland, the properties could support recreational access, environmental and educational values.

### **5) New Business**

- **Fish and Fish Habitat Assessment Update – Dave Clough**

- On behalf of NALT and with funding from PSF, DR Clough Consulting conducted a review of the 2002 Fish and Fish Habitat Assessment Report (Gaboury) to update and prioritize restoration options in the Nanaimo River watershed.
- The original report by Gaboury and the updated research conducted by D.R. Clough lists viable enhancement projects by site, and identifies data gaps needing further research.
- The prioritized list includes:
  - o completion of the original design to add spawning gravel at Second Lake,
  - o investigate side-channel sites,
  - o undertake listed LWD enhancement, and
  - o a follow-up field inspection of Deadwood Creek.
- With community partners including the Nanaimo Fish & Game Protective Association and the Nanaimo Airport, Dave Clough is applying for PSF funding to install LWD at Airport property/Haslam Creek site. He asked for a Letter of Support from the Roundtable.

**By Consensus it was agreed that Dave O'Brien would draft a LoS indicating that those Roundtable participants present at this meeting encourage the Fish & Game Association in their efforts to improve fish habitat in Haslam Creek.**

**It was suggested that the draft LoS be circulated to RDN and Island Timberlands representatives to the Roundtable to see if they too would like to be named in support of this project.**

- NALT will discuss with Dave Clough next steps toward adding spawning gravel at Second Lake.
- **Draft Budgets – Gail Adrienne**
  - Three budgets representing NRWR operations as they currently exist (Low Estimate), with a modest increase in funding (Mid Estimate) and more generous funding (High Estimate).
  - Along with NALT and NALT-sourced and other funding, TimberWest has dedicated \$2,000 towards the Roundtable Budget for 2014
  - With current funding available, even the Low Estimate is projected to have a \$1,155 deficit.

- Participants were asked to consider contributing towards Roundtable operations as feasible and appropriate.
- **Communication Committee – Website Implementation**
  - Scott Akenhead will get firm numbers for the cost of implementing the website and create a template. \$1,000 is the suggested budget.

## **6) Next Meeting**

- The next meeting of the Roundtable will be on March 26<sup>th</sup> at Harmac. Details will be circulated.

## **7) Adjournment at 3 pm.**