



**CORPORATION OF THE
TOWNSHIP OF ESQUIMALT**
Agenda - Final
Committee of the Whole

Municipal Hall
1229 Esquimalt Road
Esquimalt, B.C. V9A 3P1

Monday, February 15, 2016

7:00 PM

Esquimalt Council Chambers

1. CALL TO ORDER

2. LATE ITEMS

3. APPROVAL OF THE AGENDA

4. MINUTES

- 1) [16-064](#) Minutes of the Regular Committee of the Whole, January 11, 2016

Attachments: [2016 01 11 Regular COTW Minutes - Draft](#)

5. STAFF REPORTS

Administration

- 1) [16-078](#) Volunteer Recognition Options, Staff Report ADM-16-005

Recommendation:

That the Committee of the Whole receive Staff Report ADM-16-005 for information, provide any additional direction to staff as the COTW considers advisable, and direct staff to prepare a report for Council's consideration.

Attachments: [Policy ADMIN-72 \(Mementoes Recognition and Volunteer Recognition\)](#)
[List of Volunteers & Service Groups](#)
[Local Grants 2015](#)
[Capital Region Volunteer Recognition](#)

Community Safety Services

- 2) [16-017](#) Urban Deer - Staff Report CSS-16-002

Recommendation:

That the Committee of the Whole: receive Staff Report CSS-16-002 for information, provide any additional direction to staff as the COTW considers advisable, and direct staff to prepare a report for Council's consideration.

Attachments: [Oak Bay Deer Program Proposal for 2016](#)

Development Services

- 3) [16-076](#) OCP Review - Phase 2 Community Engagement Strategy, Staff Report DEV-16-018

Recommendation:

That the Committee of the Whole receive Staff Report No. DEV-16-018 for information, provide any additional direction to staff as the COTW considers advisable, and direct staff to proceed with the second phase of the Official Community Plan Review.

Attachments: [Appendix A -Timeline](#)
 [Appendix B - Vision Statement Comments](#)
 [Appendix C - Community Engagement Plan](#)
 [Appendix D - Communication Plan](#)

6. PUBLIC QUESTION AND COMMENT PERIOD

Excluding items which are or have been the subject of a Public Hearing. Limit of two minutes per speaker.

7. ADJOURNMENT



**CORPORATION OF THE
TOWNSHIP OF ESQUIMALT**
Minutes - Draft
Committee of the Whole

Municipal Hall
1229 Esquimalt Road
Esquimalt, B.C. V9A 3P1

Monday, January 11, 2016

7:00 PM

Esquimalt Council Chambers

Present 7 - Mayor Barbara Desjardins
 Councillor Meagan Brame
 Councillor Beth Burton-Krahn
 Councillor Lynda Hundleby
 Councillor Olga Liberchuk
 Councillor Susan Low
 Councillor Tim Morrison

Staff: Laurie Hurst, Chief Administrative Officer
 Jeff Miller, Director of Engineering & Public Works
 Bill Brown, Director of Development Services
 Ian Irvine, Director of Financial Services
 Blair McDonald, Director of Community Safety Services
 Scott Hartman, Director of Parks and Recreation
 Chris Jancowski, Fire Chief
 Anja Nurvo, Director of Corporate Services
 Marlene Lagoa, Community Development Coordinator
 Rachel Dumas, Recording Secretary

1. CALL TO ORDER

Mayor Desjardins called the Committee of the Whole meeting to order at 7:01 PM.

Mayor Desjardins acknowledged with respect that we are within the Traditional Territories of the Esquimalt and Songhees First Nations.

2. LATE ITEMS

There were no late items.

3. APPROVAL OF THE AGENDA

Moved by Councillor Morrison, seconded by Councillor Hundleby: That the agenda be approved as circulated. Carried Unanimously.

4. MINUTES

- 1) [16-034](#) Minutes of the Regular Committee of the Whole, December 14, 2015

Moved by Councillor Hundleby, seconded by Councillor Brame: That the Minutes of the Regular Committee of the Whole, December 14, 2015 be adopted as circulated. Carried Unanimously.

5. DEPARTMENTAL REPORTS - 2015 THIRD PERIOD REPORTS (September-December)

- 1) [16-031](#) Strategic Priorities 2015 - 2019

This Report was received.

- 2) [16-032](#) Operational Strategies 2015 - 2019 Third Period Updated Chart

This Staff Report was received.

- 3) [16-015](#) CAO - 2015 3rd Period Report, Staff Report ADM-16-001

Chief Administrative Officer responded to questions from Council.

Comments from Council included Celebration of Lights acknowledgement and ratification of Collective Agreement.

This Staff Report was received.

- 4) [16-007](#) Corporate Services - 2015 Third Period Report, Staff Report ADM-16-002

Director of Corporate Services responded to questions from Council.

Comments from Council included:

* Social Media - Increased number of members and shared information on Facebook and Twitter.

* Business Licenses - Consider further opportunities to highlight as part of our Communications and Marketing Initiative for Economic Development.

* Archives - Possibility of a presentation to Council or display to the Public, featuring a chosen Archival Project.

This Staff Report was received.

- 5) [16-002](#) Community Safety Services - 2015 Third Period Report, Staff Report CSS-16-001

Director of Community Safety Services responded to questions from Council.

Council comments included (Staff response in italics):

* Will the parking enforcement contract be renewed? *The Pilot Project ended as of December 18, 2015 and currently will not be renewed due to cost.*

* Is a letter sent to the individual prior to going to the Collections Agency as a result of Bylaw Enforcement? *Yes, Collections Agency first step is to send a letter.*

* What is the timeline for the commencement of the Mass Emergency Notification System? *Unknown at this time.*

* Progress of Unsightly Properties? *Site visits are scheduled for this week, update will be provided to Council.*

This Staff Report was received.

6) [16-016](#) Financial Services and IT - 2015 Third Period Report, Staff Report FIN-16-001

Comments from Council included:

- * Acknowledged this is a very busy Budget time for Finance staff.
- * PILT issue is getting resolved.

This Staff Report was received.

7) [16-024](#) Development Services - 2015 Third Period Report, Staff Report DEV-16-009

Director of Development Services responded to questions from Council.

Council comments included:

- * Twin City Relationship possibilities.
- * Heritage Week 2016 - Design for a poster and provide further information to Council.
- * Statistics Canada numeration areas and collection of information for the Census.
- * Boundary Adjustments between Songhees and Esquimalt First Nations.

This Staff Report was received.

8) [16-025](#) Engineering and Public Works - 2015 Third Period Report, Staff Report EPW-16-005

Director of Engineering and Public Works responded to questions from Council.

Council comments included (Staff response in italics):

- * BC Transit Bus Shelters.
- * Completion of Admirals Road Project? *Final phase is LED Street Light installation and currently in discussion with BC Hydro for connection of service. Timeline unknown.*
- * Garbage Collection Staff acknowledgement during Holiday Season.
- * Manhole Separation update? *On schedule.*
- * No Smoking stickers on Bus Shelters being removed.
- * Bicycle Lanes on Lampson Street and possibility of Tillicum Road? *Not at this time, but will do Traffic Study.*

This Staff Report was received.

9) [16-023](#) Parks and Recreation Department - 2015 Third Period Report - Staff Report P&R-16-001

Director of Parks and Recreation responded to questions from Council.

Council comments included (Staff response in italics):

- * Urban Tree Management Plan
- * Is the Municipal Tree and Park Specimen Tree Inventory completed? *5300 Boulevard trees, approximately 99% are currently in the database with Park trees to be added this year.*

- * Are Heritage trees on private property included in the database? *Only trees on Municipal property are recorded in the database.*
- * Has United Way Funding for Child and Youth Family Services been received? *Expecting receipt of funds.*

This Staff Report was received.

10) [16-028](#) Fire Department - 2015 Third Period Report, Staff Report FIRE-16-001

Comments from Council included:

- * Fire Prevention Week - Engagement with residents.
- * Acknowledged Youth resident as Fire Chief for a day Event.
- * Acknowledged Regional Smoke Alarm Initiative.
- * Acknowledged Members receiving Exemplary Awards.
- * Acknowledged increase in number of Fire Inspections performed.

This Staff Report was received.

Moved by Councillor Brame, seconded by Councillor Liberchuk: That the Strategic Priorities 2015 - 2019, Operational Strategies 2015 - 2019 Third Period Updated Chart, CAO - 2015 3rd Period Report, Staff Report ADM-16-001, Corporate Services - 2015 Third Period Report, Staff Report ADM-16-002, Community Safety Services - 2015 Third Period Report, Staff Report CSS-16-001, Financial Services and IT - 2015 Third Period Report, Staff Report FIN-16-001, Development Services - 2015 Third Period Report, Staff Report DEV-16-009, Engineering and Public Works - 2015 Third Period Report, Staff Report EPW-16-005, Parks and Recreation Department - 2015 Third Period Report, Staff Report P&R-16-001, and Fire Department - 2015 Third Period Report, Staff Report FIRE-16-001 be received. Carried Unanimously.

6. STAFF REPORTS

Development Services

1) [16-003](#) Official Community Plan Review - Phase 1 "Kick Off" Survey Results, Staff Report DEV-16-004

Community Development Coordinator provided an overview of the Official Community Plan, Phase 1 "Kick Off" Survey Results and proposed timeline for completion, presented a PowerPoint Presentation and responded to questions from Council.

Council comments included:

- * Youth participation in survey was low and proposed Council engage with students to gather a youth perspective
- * Acknowledged the Survey Participants and proposed options to address their questions
- * Social Media and face to face meetings are important to engage with residents and business owners
- * Vision Statement requires updating and possibly consider a Committee or

group to assist - has not been updated since 2003

- * Community Health and Safety requires understanding and definition

- * Age of participants

This Staff Report was received.

2) [16-022](#) Planning Process Review, Staff Report DEV-16-003

Director of Development Services responded to questions from Council.

Moved by Councillor Hundleby, seconded by Councillor Brame: That the COTW receive Staff Report DEV-16-003 for information, provide any additional direction to staff as the COTW considers advisable, and direct staff to prepare a report for Council consideration. Carried Unanimously.

Engineering and Public Works

3) [16-026](#) Funding Request for Fraser St/Bewdley Ave/Munro St Intersection, Staff Report EPW-16-006

Director of Engineering and Public Works responded to questions from Council.

Council comments included (Staff response in italics):

- * How are Major Roads determined? *Traffic Study was performed on Fraser Street and Munro Street prior to Holiday Season for three days on weekdays.*

- Classification comes from OCP and is based on volume of traffic.*

- * Vehicle Enforcement Options.

- * Vehicle Speed Limit concerns.

- * Signage.

- * Partnership with Victoria Police Department, Esquimalt Division and Volunteer Community Group.

- * Neighbourhood Safety Plan for Saxe Point Park Area residents.

- * Saxe Point Park entrance improvements for pedestrians.

Moved by Councillor Liberchuk, seconded by Councillor Brame: That the Committee of the Whole receive Staff Report EPW-16-006 for information, provide any additional direction to staff as the COTW considers advisable, and direct staff to prepare a 2016 budget request with consideration to:

- * Option 1 - The addition of stop lines on the minor legs of the Intersection; and

- * Option 2 - Reduction of speed limit along Fraser Street and Munro Street. Carried Unanimously.

7. PUBLIC QUESTION AND COMMENT PERIOD

Excluding items which are or have been the subject of a Public Hearing.

Limit of two minutes per speaker.

Peter Ryan, resident, expressed concerns regarding Fraser Street/Bewdley Avenue/Munro Street Intersection and proposed reducing the speed limit for a trial period and repositioning or adding signage. He also expressed concerns regarding garbage bins obstructing pedestrians on sidewalks after garbage collection.

Muriel Dunn, resident, expressed concerns regarding expenditure for the Intersection at Fraser Street/Bewdley Avenue and Munro Street.

8. ADJOURNMENT

Moved by Councillor Hundleby, seconded by Councillor Brame: That the Committee of the Whole meeting be adjourned at 8:32 PM. Carried Unanimously.

MAYOR BARBARA DESJARDINS
THIS [date] DAY OF [month] , 2016

ANJA NURVO, CORPORATE OFFICER
CERTIFIED CORRECT



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall
1229 Esquimalt Road
Esquimalt, B.C. V9A 3P1

Staff Report

File #:16-078

REQUEST FOR DIRECTION

DATE: February 9, 2016

Report No. ADM-16-005

TO: Laurie Hurst, Chief Administrative Officer

FROM: Anja Nurvo, Director of Corporate Services

SUBJECT:

Volunteer Recognition Options

ESSENTIAL QUESTION:

Does Council wish to revise the current manner in which community volunteers are recognized in the Township of Esquimalt?

RECOMMENDATION:

That the Committee of the Whole receive Staff Report ADM-16-005 for information, provide any additional direction to staff as the COTW considers advisable, and direct staff to prepare a report for Council's consideration.

BACKGROUND:

At the *In Camera* meeting held on November 16, 2015, Council directed staff to prepare a report on options for acknowledging community contribution from all community groups, including those that receive funding from the Township.

The following are attached for Council's information:

1. Council Policy ADMIN-72 'Mementoes, Recognition, and Volunteer Spirit Awards', approved by Council on April 13, 2015;
2. Listing of Township of Esquimalt Volunteers and Service Groups, both Internal (appointed by Council for various functions), and External; and
3. Listing of Local Grants awarded by Council in 2015.

Township's Current Recognition Activities:

Currently, since 2008, the Township of Esquimalt hosts an annual Volunteer Recognition Dinner to which it invites all members of the community who currently serve on any of our Council appointed

Committees as well as representatives of our Service Groups, as listed in Item 2 above. Usually over 80 people attend the event. The annual budget for the dinner, held at the Chief and Petty Officer's Mess, is \$3,000, which does not include staff time spent in organizing the event.

In addition to this main recognition event, Parks and Recreation staff host a few afternoon teas throughout the year for their volunteers, mostly seniors, as a means of showing their appreciation for their ongoing actions benefitting the community.

Emergency Program staff also host a group BBQ in the summer and a holiday party in December for all emergency program volunteers.

On December 9, 2013, Council held an Esquimalt Service Group Recognition and invited representatives of all of the Township's Service Groups which were presented with Certificates of Appreciation. Information relating to the event was added to the Township's web page dealing with Volunteers and Service Groups, along with photos of the event and a brief description of what each group does for the community. Fifteen Service Groups were recognized at that event, which included: Buccaneer Days, Celebration of Lights, Anglers Association, Chamber of Commerce, Early Years Coalition, Garden Club, Kiwanis Club, Lantern Festival Society, Esquimalt Legion, Lions Club, Photography Club, Fraternal Order of Eagles, Harbourside Boys and Girls Club, Independent Order of Od Fellows, and St. John Ambulance.

In addition, information and photos relating to volunteer appreciation events are posted to Facebook and distributed through Twitter. The enhanced website which is currently under development will bring together the three different volunteer sections (municipal, recreation and emergency program) into one section.

On occasion, the Township has awarded Volunteer Spirit Awards to members of the community who have been nominated and meet the criteria set out in the Policy. Information relating to this Award and the nomination process is posted to the Township's website; however, not many nominations have come forward from members of the community.

Capital Region Recognition Activities:

Staff canvassed the other Capital Region local municipalities to determine whether they conducted any volunteer recognition within their municipality. Attached is a summary of several municipalities that do present awards or hold events to recognize their community volunteers.

The Importance of Volunteer Recognition:

Staff conducted research on volunteer recognition options, and found several statements on the benefits of volunteers and the importance of developing an active volunteer recognition program, including the following:

- Volunteer Canada reports that "more than 13.3 million volunteers in Canada contribute 2.1 billion hours of time every year. Imagine what your community would look like if all of that went away."
- "Demonstrating your appreciation for and recognizing volunteer contributions to your organization is important on so many levels. First and foremost, we all want volunteers to enjoy their experience and feel their efforts are appreciated. At the same time, saying thanks and formally recognizing volunteers is important to keep these individuals motivated and

happy so they'll keep coming back. After all, volunteer recruitment and training is time-consuming, so it's in the organization's and the volunteer's best interests to ensure they have a fulfilling experience. But in addition, your volunteers are ambassadors - representing your organization during programs, at events, etc. - and their volunteer experience will directly impact the way in which they represent or personify your organization and its mission." (www.wildapricot.com <<http://www.wildapricot.com>>)

Options for Volunteer Recognition:

Below is a summary of options for volunteer recognition, including both informal (more personal) and formal (scheduled event) means.

- Examples of informal recognition include: personal hand-written thank you cards; name badges for volunteers; have a "design the Volunteer T-Shirt" contest and use the winning design as that year's T-shirt for special events; small tokens of gratitude (coffee or local shop gift card).
- Examples of formal recognition include: hosting lunches, dinners, teas, socials; Mayor's bestowing of special award; Seven-year Service Medal; Volunteer Hall of Fame; Volunteer of the Year.
- Other options to consider include: posting appreciation event photos on website; asking those served by volunteers to craft personal gifts (art work, photography, poems) to be presented to volunteers; hosting an event for the families of volunteers (picnic, bowling, ice cream social, or fun-filled day); host "this is your life" event for a long-time retiring volunteer; have a "Volunteer of the Month" and post their personal story on website.

ISSUES:

There are numerous ways, both informal and formal, to recognize and show appreciation to community volunteers. The Township of Esquimalt currently has a combination of a formal annual Volunteer Recognition Dinner as well as a few informal recognition events hosted by the Parks and Recreation Department and Emergency Program staff. In addition, we regularly post information relating to volunteers on our website and through social media. The cost of the events and activities for an enhanced volunteer recognition program would need to be included in the Township's budget. Consideration should also be given to the staff time and resources required in order to organize the program.

ALTERNATIVES:

1. That the COTW receive Staff Report No. ADM-16-005 for information, provide any additional direction to staff as the COTW considers advisable, and direct staff to prepare a report for Council's consideration.
2. That the COTW provide alternative direction to staff.
3. That the COTW request further information from staff.



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

COUNCIL POLICY

TITLE: Mementoes, Recognition, and Volunteer Spirit Award	NO. ADMIN - 72
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POLICY:

A. MEMENTOES

- (1) Lapel pins bearing the Municipal Coat-of-Arms may be presented to:
 - (a) Groups visiting Esquimalt from outside the Province.
 - (b) Groups outside the Province being visited by Esquimalt groups.
 - (c) Individuals at conferences, conventions, seminars and meetings being attended by senior staff and elected officials.
- (2) A Municipal memento, including those described above, may be presented to visiting dignitaries or other individuals at the discretion of the Mayor.
- (3) Notwithstanding the above, Municipal mementoes shall be available for purchase at cost (minimum \$1.00 each) as supplies are available, upon request.

B. RECOGNITION

- (1) Certificates
 - (a) A congratulatory certificate shall be awarded to individuals, groups, teams, clubs, etc. who, through their endeavours, have brought recognition to the Municipality.
 - (b) A certificate may be awarded to volunteers from within the community in recognition of working in the best interest of the Municipality.
 - (c) The certificate shall be suitably inscribed.
- (2) Events

A volunteer recognition dinner will be held annually to recognize their service to the Municipality.

EFFECTIVE DATE: April 13, 2015	APPROVED BY: Council	REFERENCE ADM-15-010	AMENDS NO. Original	PAGE 1 of 1
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TITLE: Mementoes, Recognition, and Volunteer Spirit Award	NO. ADMIN - 72
<p>C. <u>VOLUNTEER SPIRIT AWARD</u></p> <p><u>Policy:</u></p> <p>The Volunteer Spirit Award recognizes an individual or group who voluntarily performs above and beyond normal expectations and is motivated simply by the accomplishments of the task. The acts worthy of recognition must directly benefit the community of Esquimalt.</p> <p><u>Procedure:</u></p> <p>Community groups, residents, Committees, Council members and staff will advise the Township's Administration, in writing, of a community member's acts of volunteer spirit and describe the significant contribution to our community.</p> <p>Council will consider the identifiable individual who is being considered for a municipal award or honour at an In Camera meeting [<i>Community Charter 90(1)(b)</i>].</p> <p>If approved by Council, the volunteer will be formally recognized at an open Council meeting.</p> <p>The recognition will be of nominal monetary value not to exceed ten dollars (\$10.00) and will be in a suitable format appropriate for the occasion, such as a certificate signed by the Mayor and the Chief Administrative Officer and/or noted in the Townships communication media.</p>	

EFFECTIVE DATE: April 13, 2015	APPROVED BY: Council	REFERENCE ADM-15-010	AMENDS NO. Original	PAGE 2 of 1
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TOWNSHIP OF ESQUIMALT
VOLUNTEERS & SERVICE GROUPS

<u>INTERNAL</u>		
Group / Committee	Number of Volunteers	Contribution / Roles
Municipal Archives	7-8	Contribute 500-600 hours working on variety of projects
Advisory Planning Commission	7	Review development applications and make recommendations to Council
Design Review Committee	7	Review development applications and make recommendations to Council
Board of Variance	3	Review and make legal decisions on variance applications
Environmental Advisory Committee	Up to 8	Provide recommendations to Council and staff on Environmental related matters
Heritage Advisory Committee	Up to 8	(Currently not active) Provide recommendations to Council and staff on Heritage related matters
Parks and Recreation Advisory Committee	Up to 8	Provide recommendations to Council and staff on Parks & Rec related matters
ETAG	10	Graffiti removal on behalf of Township
Emergency Social Services	15	Emergency program volunteers
Emergency Radio Communications	6	Emergency program volunteers
Town Crier	1	Attends official events on request

TOWNSHIP OF ESQUIMALT
VOLUNTEERS & SERVICE GROUPS

<u>EXTERNAL</u>		
Organization	Number of Members	Contribution
Buccaneer Days Committee	10	Organize annual Buccaneer Days Events & Parade
Celebration of Lights Committee	18	Organize annual Christmas Parade and Light Up Event
Esquimalt Lantern Festival Society		Organize annual event
Township Community Arts Council		Organize cultural events in Township
RibFest		Organize annual community festival
Esquimalt Farmers' Market Society		Organize weekly summer market
Creatively United for the Planet		Organize annual Earth Day event in Township
Esquimalt Anglers Association	450-600	Maintain boat launch at Fleming Beach, fish fence on Craigflower Creek and other salmon enhancement projects
Esquimalt Chamber of Commerce	160	Help start, run and grow business in Esquimalt
Esquimalt Early Years Coalition		Network of service providers re health and well-being of young children
Esquimalt Garden Club		Annual plant sales, local beautification projects
Esquimalt Legion	1000	Support for all Veterans and support local sports groups up to Junior level
Esquimalt Lions Club	36	Wide range of activities in support of the community
Esquimalt Photography Club		Venue for people who love photography and the outdoors
Fraternal Order of Eagles	200	Funds raised are distributed to causes in the community
Harbourside Boys and Girls Club	144	Provides support for children and youth to develop positive relationships and confidence
Independent Order of Odd Fellows	150	Various community projects
St. John Ambulance		Training and community service to improve health, safety and quality of life

2015 LOCAL GRANTS

Social Service Grants

Victoria Rainbow Kitchen Society
Bipolar Disorder Society of BC
Aboriginal Tourism Association of BC
BC Aboriginal Network on Disability Society
NEED2 Crisis and Information Line
Esquimalt Refugee Sponsorship Group

Esquimalt-Based Organizations

Rockheights Middle School
Esquimalt Lantern Festival Society
Macaulay Elementary School PAC
Esquimalt High School Alumni Association
Esquimalt Residents Association
TCAC – Music Festival/Arts Festival/Sculpture Splash
Esquimalt Farmers Market Society
Creatively United for the Planet
Michael Dunahee Keep the Hope Alive
Esquimalt Early Years Coalition
Esquimalt Secondary School
Clive Kelly Award [cost of keeper trophy & engraving]
1912 - 2012 Esquimalt Centennial Art Scholarship
Library Book Gift
Musical Instruments
Student Travel Costs - Athletic Programs
Terry Fox Scholarship
Township of Esquimalt Scholarship (Industrial Education)
L'École Victor Brodeur
Township of Esquimalt Athletic Awards
1912 - 2012 Esquimalt Centennial Art Scholarship
Team Funding - Athletics

Other Organizations

World Fisheries Trust
City of Victoria (Canada Day Celebration)
St John's Ambulance - Victoria Branch
Victoria Nikkei Society
Big Brothers Big Sisters of Victoria Capital Region
Vancouver Island South Film & Media Commission
Restorative Justice
Help Fill a Dream Foundation
Greater Victoria Bike to Work Society
BC Francophone Society

MUNICIPALITY	AWARD / EVENT
Town of View Royal	<ul style="list-style-type: none"> • “Mayor’s Community Awards” since 2003: <ul style="list-style-type: none"> - Presentation of award to recognize individuals residents or local organizations for going above and beyond on initiatives of community pride and accomplishments - Nominations from Community and Council - Certificate and medal awarded by Mayor at Council meeting - Limit of 12 awards each year, preferably monthly - Recipients invited to attend annual volunteer recognition dinner • Annual Volunteer Recognition Dinner <ul style="list-style-type: none"> - For members of advisory committees, emergency social services, archives, and any other community volunteers
City of Nanaimo	<ul style="list-style-type: none"> • Annual Volunteer Appreciation Dinner to recognize volunteers appointed to Committees or Commissions: <ul style="list-style-type: none"> - Council representatives on each Committee attend the dinner and acknowledge the volunteers - Certificates of appreciation signed by Mayor are presented for outgoing members at dinner - Public recognition given in two issues of Activity Guides listing names and outline of committee mandate
District of Highlands	<ul style="list-style-type: none"> • Recognition Award presented at Council meeting: <ul style="list-style-type: none"> - Certificate signed by Mayor, inscribed plaque, Highlands Medal of Honour, Freedom of the District honour, or other as determined by Council - Nominated by minimum of 5 fellow citizens, invitations to nominate mailed with tax notices - Recipients’ names posted on website
District of Sooke	<ul style="list-style-type: none"> • Volunteer Recognition Ceremony held regularly every few years, focus is on individuals not groups; • Sooke Volunteer Awards - nominations from community; • With over 120 volunteer organizations, Sooke has claimed the name “Volunteer Capital of Canada” and proudly displays the title on the “Welcome to Sooke” sign
Town of Sidney	<ul style="list-style-type: none"> • Mayor’s Community Builder Award: <ul style="list-style-type: none"> - Commemorative plaque placed in the garden area surrounding Beacon Park Pavilion, dedicated at a recognition ceremony; • Committee volunteers invited to attend Special Council meeting in December (with food and beverages after the meeting); • “Heart of the Community Awards” organized by Beacon Community Services - since 1999, nominations from community, 6 award categories
City of Colwood	<ul style="list-style-type: none"> • “Pay it Forward” Committee – began 2009, to acknowledge and encourage acts of kindness, generosity selflessness or outstanding support & contribution to the community: <ul style="list-style-type: none"> - Certificates presented to individuals or organizations at Council meeting, and usually an award such as a gift certificate is presented - Nominations encouraged from community



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall
1229 Esquimalt Road
Esquimalt, B.C. V9A 3P1

Staff Report

File #:16-017

REQUEST FOR DIRECTION

DATE: February 10, 2016

Report No. CSS-16-002

TO: Laurie Hurst, Chief Administrative Officer

FROM: Blair McDonald, Director, Community Safety Services

SUBJECT:

Urban Deer

ESSENTIAL QUESTION:

What direction does Council wish to take in relation to Urban Deer within the Township?

RECOMMENDATION:

That the Committee of the Whole: receive Staff Report CSS-16-002 for information, provide any additional direction to staff as the COTW considers advisable, and direct staff to prepare a report for Council's consideration.

BACKGROUND:

In preparing this report, staff conducted significant research with Provincial Biologists, Department of National Defense (DND), Insurance Corporation of British Columbia (ICBC), Urban Wildlife Stewardship Society (UWSS), and the Capital Regional District (CRD). In addition, surrounding municipalities and other BC municipalities were consulted; best practices from some municipalities in the United States were also examined. The British Columbia Urban Ungulate Conflict Analysis was also reviewed.

In discussing urban deer (and other wild life) there are three generally accepted measurements of animals in the urban environment. They can go by different names; however the concepts are the same.

1. Biological Carrying Capacity (BCC)

Biological Carrying Capacity is defined as the number of animals in good health that an area of land can support over an extended period. BCC is related to the amount of food in a given area and the suitability of the habitat. Deer in habitats that provide good quality and quantity of

food tend to have higher reproductive rates. If reproductive rates are not balanced by mortality (through predation or other means) the BCC of any given area can be exceeded. As deer numbers approach or exceed the BCC, there is a noted loss of local plant species and the physical condition of the deer declines. With the decline in the physical condition of the deer, the likelihood of deer mortality due to various causes increases.

2. Cultural Carrying Capacity (CCC)

Cultural Carrying Capacity is defined as the maximum number of animals that can coexist in a predominantly human environment. CCC is measured by the amount of tolerance displayed by the population of people to the presence of the deer. It is generally much lower than the BCC of the land area. The sensitivity of people to deer depends on many factors and directly relates to CCC. High numbers of motor vehicle collisions with deer, home owner complaints about deer damaging gardens etc. and reports of aggressive deer tend to indicate that the CCC has been reached or exceeded.

3. Wildlife Acceptance Capacity (WAC)

Wildlife Acceptance Capacity is generally defined as the tolerance of the human population to animals in the environment. There are generally several WAC's in a community. Gardeners/homeowners without any deer mitigation strategies in place will likely have a lower WAC than wildlife enthusiasts.

The key to addressing Deer Management in Esquimalt is to determine where we are as a community in relation to urban deer.

Esquimalt's BCC

The actual BCC of Esquimalt is not known. There have never been any studies conducted in Esquimalt to determine the condition of the deer that are present. Casual observation would lead one to believe that the deer that are present appear to be in reasonably good health, appear to have sufficient food and shelter from poor weather, and do not often appear to suffer from predation or other accidental means of death. DND have conducted studies in relation to deer on their lands, including trapping and marking deer in both 2002 and 2004/05. (They also administered SpayVac contraceptive to several does during this time period.) The deer that were captured by DND showed overall good health. The does had birthed twins, which is a good indication of ample food sources. The deer did have a significant infestation of lice and other parasites (excluding ticks) that appeared to be causing them irritation, but were otherwise healthy. It is reasonable to conclude, given Esquimalt's proximity to DND lands, that the deer in the Township of Esquimalt would be in similar physical condition. While it can't be said with scientific certainty, it appears as though urban deer in Esquimalt have not exceeded the BCC of the area.

Esquimalt's CCC

Council has received individual reports from some residents about deer being in yards and gardens. Certainly, a public attitude towards deer is the key component of a community's CCC. A statistically valid survey of the attitudes of the residents of Esquimalt has never been conducted. Additionally, ICBC states that from 2009 to 2013 there were 12 collisions between deer and motor vehicles in Esquimalt. Further, they break down the numbers as: 2011 - 3 deer collisions, 2012 - 4 deer collisions and 2013 - 1 deer collision. (There are no collision statistics available beyond 2013 at this time.) The reasons for the low number of vehicle/deer collisions can be quite varied. Certainly,

numbers of deer in the community plays into this low number of collisions, but also meriting consideration is the fact that there are no high speed roads in the Township's jurisdiction. Lower overall average vehicle speed is a significant factor in reducing deer/vehicle collisions. Victoria Animal Control Services advises that they do occasionally receive complaints about deer. They do not track these but refer them to the British Columbia Conservation Service. The nature of these complaints usually refers to some sort of animal welfare matter (IE: deer with Christmas lights caught in its antlers and so on). While the BC Conservation Service did not provide any statistics relating to deer complaints within the Township, it is safe to say that there are not a significant number of deer/human or deer/animal conflicts. Additionally, other Township departments advise that they do not receive complaints about deer. Without conducting a survey of the attitudes of residents in relation to deer, it is difficult to know whether the CCC has been reached. Certainly for some people (those with a lower WAC), it may well be reached; however the statistics thus far seem to indicate that Esquimalt's overall CCC has not been reached.

Department of National Defence

As previously mentioned, DND conducted studies in 2002 and 2004/05 that led to trapping and tagging and also in some cases, administering SpayVac contraceptive to some does. In addition, the deer were examined to determine their over all health. Once trapped, all deer were tagged and some were fitted with radio collars. The research showed that the does tended to remain in the same area (most remained within a 400 metre radius of where they were trapped), whereas the males were more wide ranging. The deer were, overall, found to be in good health with the problem of parasites as described previously. Follow up by DND beyond these studies did not occur, therefore it is impossible to discuss the efficacy of the contraceptive that was administered.

Currently, DND intends to conduct deer counts in the future to determine the number of deer on DND lands. At present, the potential is there for DND to conduct counts for the next three years. DND plans to pilot a deer count system in the spring and then do the actual counts in the fall of 2016 and the following two years. The majority of the work being done on DND lands is being conducted by a co-op student. Should the Township wish to conduct deer counts, it would be beneficial to conduct them at the same time as DND so that single animals are not being "double counted" leading to inaccurate count numbers for the area.

The Province of British Columbia

In January 2015, the Province of British Columbia published a Fact Sheet called Urban deer management in B.C. (link: <https://news.gov.bc.ca/factsheets/factsheet-urban-deer-management-in-bc>). The Fact Sheet advises that "Local governments experiencing urban deer issues are encouraged to develop detailed community management plans that include resident opinion surveys, deer population estimates, "no-feeding" bylaws and educational initiatives outlining various conflict reduction strategies."

The Province of British Columbia has made some funds available to Local Governments to help manage deer that have been deemed a problem by the communities. Below are excerpts from the "Interim Provincial Urban Deer Operational Cost-Share Program: A Program and Application Guide":

"Since the provincial government's announcement in September of 2015 that it would make \$100,000/yr. available to help fund urban deer management projects, the Fish and Wildlife Branch

has been working with the UBCM to shape a new program.”

“In order to be eligible for funding, the proposals must fall into ‘operational’ or ‘research’ categories. They must also meet all of the criteria that are identified and must comply with the funding formulas and/or caps that are in place for either of the two categories. The Provincial Urban Deer Operational Cost-Share Program will fund projects that meet all of the following criteria:

- are pursuing objectives that have been developed through a community-based planning process,
- have a resolution of support from the local government’s council or board,
- are compliant with all applicable laws and by-laws,
- will undertake works in accordance with an approved permit issued under the Wildlife Act,
- are technically sound and scientifically rigorous,
- commit to monitoring and reporting, and
- provide matching, local government funds.”

Urban Wildlife Stewardship Society

UWSS has presented to Council in the past and has sought Council’s support in conducting a SpayVac trial within Esquimalt. Further discussions with representatives of this group have indicated a support for a survey/deer count. UWSS has prepared a report to Oak Bay Council on deer management strategies. That report is attached for Council’s information. The report contains various strategies for deer management and approximate costs associated to them. The strategies range from advertising and signage to trapping and administering contraceptives. In order to conduct any trapping and contraceptive use, The Township would need to seek a permit from the Province to authorize that activity. Prior to issuing a permit for trapping, the Province will seek to ensure that other deer mitigation strategies have been utilized, such as signage and public education to encourage home owners to plant deer resistant plants, the building of appropriate fencing and so forth.

ISSUES:

First and foremost, does the Township of Esquimalt have an urban deer problem, such that requires intervention from the municipality, and if so, to what level? Research thus far (granted, most of it being anecdotal) indicates that there is not a strong opposition to urban deer in Esquimalt. There certainly are some residents who object to deer in their yards and gardens, but many seem to feel that urban deer do not represent a problem. Deer/vehicle collisions are quite rare within the Township, likely due to both low numbers of deer and slow speed roadways.

Any urban deer intervention strategy, including a survey, to be done properly will have an associated cost. Although there is funding available from the Province to assist in managing deer, the funding must be applied for, and there is no guarantee the Township will receive any of those funds. Additionally, if any funding is received from the Province, the Township will be required to match those funds. The issue of how much funding the Township is prepared to spend on deer management strategies is at Council’s discretion.

Deer management is an emotional issue for many people. There will be strong opinions and concerns voiced regardless of which options Council chooses.

In light of all the research conducted, it is reasonable to first find out what the community's attitudes are to deer in Esquimalt by conducting a survey of residents. Council and staff can then review the results of the survey and determine a strategy going forward based on the public's perceptions and attitudes.

ALTERNATIVES:

1. That the COTW receive Staff Report CSS-16-002 for information, provide any additional direction to staff as the COTW considers advisable, and direct staff to prepare a report for Council's consideration.
2. That the COTW provide alternative direction to staff.
3. That the COTW request further information from staff.

Oak Bay Deer Program Proposal

Prepared by:

Urban Wildlife Stewardship Society

January 20th, 2016

Purpose:

The purpose of this document is to outline projects proposed by the Urban Wildlife Stewardship Society. The society believes that completing the comprehensive program outlined in this proposal would result in an urban deer management regime that would be a standard for the province and beyond. The scope of the program launched in 2016 will be dependent on available funding.

Context:

The Urban Wildlife Stewardship Society (UWSS), created in April, 2015, is a not-for-profit society constituted under the BC Society Act. The members of the society are residents of Oak Bay and include present and former educators, retired biologists, civil servants and working professionals. The objectives of the society are:

- To develop, and deliver, in partnership with other like-minded organizations, a science-based alternative to lethal deer culls;
- To develop and deliver a public education program to reduce human-deer conflict;
- To gather scientific information that will contribute to the understanding of urban deer ecology; and,
- To showcase what is possible when the community works together and think long-term and ethically about how humans co-exist with wildlife.

Significant accomplishments by the UWSS in 2015:

- Created an active website (<http://www.deerplanoakbay.ca/>) and twitter account;
- Received full and public endorsement from the BC SPCA;
- Created a Scientific Advisory Group (SAG) with scientists and educators from the University of Victoria and Camosun College. The role of the SAG is to provide scientific oversight of the Oak Bay deer program;
- Made presentations to the CRD and other local governments to explain a humane, sustainable, and economical alternative to lethal culls;
- Designed and distributed 350 “Caution – Expect Deer” and “Caution-Fawns Crossing” roadside signs;
- Raised public awareness, through media releases, interviews, Op-eds and letters, of the importance of human behavior when living with wildlife in an urban area;
- Raised \$20,000 from the community;
- Have an application under secondary review with CRA for status as a registered charity;
- Conducted a workshop on ways to reduce human-deer conflict;
- Applied for the necessary provincial and federal permits to live-trap and inoculate does with SpayVac®, an immunocontraceptive vaccine
- Secured 50 doses of SpayVac®
- Initiated a photo inventory of Oak Bay deer; and
- Participated in a CRD inventory of deer in Oak Bay.

Proposed projects

The UWSS has developed an ambitious program for 2016, consisting of five distinct but interrelated projects. Following is a brief description for each project, along with the estimated delivery costs for 2016 and beyond (for multi-year projects).

Public education (ongoing project)

Public education is an important component of any deer management program. It can engage the community in a positive and non-divisive manner, reduce human/deer conflict, and build an understanding of roles and responsibilities in managing deer in an urban environment. Public health and safety issues can best be addressed when residents have an understanding of the indigenous black-tailed deer and how to interact with the species, particularly during fawning (spring) and rutting (fall) seasons.

Project description:

Public education needs to be ongoing using a variety of channels. The following strategies would form the basis of a public education project:

- Seasonal ads in the local newspaper
- Varied and seasonal signage which may help prevent collisions that can cause human and deer injury, and vehicle damage
- Speed enforcement on high-collision roadways, in conjunction with ads
- Distribution of information via rack cards and info sheets
- Community presentations facilitated by the UWSS
- School education in partnership with SD61 and local schools (i.e. environment and photography clubs)

\$4,500 estimated annual cost

Population modeling: (one year project)

Rationale for project:

A population model for deer in Oak Bay would be used to understand, explain and predict the numbers of deer in the District. It would also be used to establish a population objective, and to provide insights on how that objective could be achieved.

Project description:

An independent contractor, or graduate student, would be hired to develop a population model for deer in Oak Bay. The four necessary components of the model (birth rates, death rates, immigration and emigration) would be estimated from observations and existing

data (e.g., literature, Municipal and ICBC data sources). Data from UWSS projects (e.g. photo inventory, trapping and marking) will be used to refine the model.

\$10,000 estimated cost for 2016

Survey of attitudes to deer in Oak Bay (one or two year project)

Rationale for project:

This project would document the concerns, attitudes and interactions of Oak Bay residents with deer, thereby providing information to the mayor, council and other interested parties, on deer management options and expenditures.

Project description:

Oak Bay will be divided into five or more neighbourhoods. A survey questionnaire, consisting of 24 short questions, would be distributed initially to at least 300 households in 2-3 neighborhoods. Responses will be anonymous, but residents will be asked to provide their postal code, allowing responses to be grouped by neighborhood. The project will document:

- The extent of deer activities on homeowners' properties
- Homeowners' responses to the presence of deer
- How concerned residents are about deer on their properties and in Oak Bay generally
- The types of issues that cause concern
- Whether level and types of concerns vary by neighborhood within the District.

This project is scalable, so could be expanded to include all Oak Bay residences, if this initial survey indicates significant value in a more comprehensive approach.

\$16,000 for 2016

\$30,000 for 2017 (if the decision is made to survey all residences)

Deer Abundance Estimation (5 year project):

Rationale for project:

Knowing the population of deer in Oak Bay, within defined confidence limits, is a critical first step in the management of any species. Estimates of population size and rate of growth that are scientifically based, rather than stemming from public perception, are the only credible and legally defensible estimates upon which sound management can be based. Estimating the population will enable the establishment of a realistic population objective

for the District, and, allow for an assessment of the effectiveness of treatments in reducing that population size.

Project description:

Estimating wildlife abundance from an unmarked (or partially marked) population of individuals that look more or less the same is difficult. How does one distinguish between one animal 20 times, and 20 different animals? Cutting edge new statistical techniques have been developed that use data from remote camera trapping to estimate population size from repeated photographs. This technique has been field tested for white-tailed deer in Alberta, and can be applied to black-tailed deer in Oak Bay. This project will be run by faculty members and students from the University of Victoria.

\$30,750 for 2016 (largely due to camera acquisition)

\$17,100 for 2017

\$10,000 per year for the following 3 years

Live capture, tagging, and inoculation of does with SpayVac® (5 year project):

Rationale for project:

This project is intended to manage deer in Oak Bay to a scientifically defined population objective, without a cull, through the reduction of fawns, by injecting does with SpayVac®, which will render them infertile. It will also provide information on deer movement patterns, and urban deer ecology.

Project description:

Deer will be captured in pre-baited clover traps, physically restrained, and ear tagged. Captured does will be injected with the immunocontraceptive SpayVac®. Citizens will be encouraged to participate in data collection through the sighting and reporting of marked animals. The goal is to vaccinate 50 does in year one and future efforts will be guided by the population model.

\$50,000 per year for 5 years



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall
1229 Esquimalt Road
Esquimalt, B.C. V9A 3P1

Staff Report

File #:16-076

REQUEST FOR DIRECTION

DATE: February 9, 2016

Report No. DEV-16-018

TO: Laurie Hurst, Chief Administrative Officer

FROM: Marlene Lagoa, Community Development Coordinator

SUBJECT:

OCP Review - Phase 2 Community Engagement Strategy

ESSENTIAL QUESTION:

Would the Committee of the Whole like to see any changes to the OCP Review's Phase 2 Community Engagement Strategy?

RECOMMENDATION:

That the Committee of the Whole receive Staff Report No. DEV-16-018 for information, provide any additional direction to staff as the COTW considers advisable, and direct staff to proceed with the second phase of the Official Community Plan Review.

BACKGROUND:

The purpose of this report is to outline a community engagement plan for Phase 2 of the Official Community Plan (OCP) Review process. Staff is seeking further direction from the Committee of the Whole on a number of issues concerning the survey results from Phase 1 and its impact on the second phase of the OCP review process.

The project is on schedule with Phase 2 expected to be completed by June 2016. The project timeline is attached as Appendix A.

The Phase 1 OCP Review kick off survey results were presented at the January 11, 2016 Regular Committee of the Whole meeting. Discussion followed on how to move forward with the next phase of the review. The issues raised included: revising the community vision statement; developing a community engagement plan for the next phase of the review, with a plan to engage more youth and seniors; mailing a notice to all residents; responding to questions received in the comments of the kick off survey; and providing incentives for individuals to participate in the review.

ISSUES:

Community Vision Statement

At the January 11th meeting there was a general consensus that the community vision statement, last adopted in 2003, be updated. Suggested approaches to updating the community vision statement included revision by Council, revision by committee and revision by the community.

Staff has scheduled a Special Committee of the Whole meeting to be held on March 14th, 2016 at 5:45 p.m. to draft a revised community vision statement. The comments received from the kick off survey will be taken into consideration in drafting the updated vision statement. The draft community vision statement will then be shared with the community for input. The new round of community input received on the revised community vision statement will be outlined in a report back to Council.

Attached as Appendix B is a summary of the survey comments received on the community vision statement.

Phase 2 Community Engagement Plan

The results of the OCP Review kick off survey were used to assist staff with developing a community engagement strategy for the next phase of the review. The “Ideas Festival” is a community engagement event being planned for May 2016. The festival will consist of 3 identical events scheduled for one afternoon and two evening sessions (as these were the times most preferred by survey respondents). Each event will be 3 hours in length with participants having time to view information boards and participate in group discussions on 3 out of 7 topic areas.

Based on the results of the kick off survey, community priorities have been combined into the following seven topic areas:

- Arts, Culture & Heritage
- Community Health & Safety (includes age-friendly)
- Economic Development
- Environment (includes energy, climate change, natural environment, urban agriculture and food systems)
- Parks, Trails & Recreation
- Planning & Development (includes future land use, housing and neighbourhood design)
- Transportation & Infrastructure

Individuals unable to attend the Ideas Festival will have an opportunity to submit their input using an online form.

The Phase 2 community engagement plan is attached as Appendix C.

Youth Engagement

Staff has been in contact with Rockheights Middle School, Esquimalt High School and the Esquimalt Teen Centre. We are planning at least one youth engagement opportunity with each group.

Senior Engagement

Seniors will be engaged this spring as part of the age-friendly assessment of Esquimalt. In December the Township was approved a 2016 Age-friendly Community Planning & Projects grant from UBCM in the amount of \$20,000. Staff is in the process of selecting a consultant who will complete the study by August 2016.

Mail Out

The cost of printing 8,500 post card mailers and distributing 7,500 through Canada Post is \$1,500. The remaining 1,000 post cards would be available at municipal buildings and at select community events. This is in addition to the distribution of the Community Newsletter which will feature an update on the OCP Review and list upcoming engagement opportunities.

The Phase 2 communication plan is attached as Appendix D.

Responding to Survey Questions

There were a handful of questions received in the survey comment forms. At the Committee's direction, staff can forward the questions to the appropriate Director for a response. A Q&A form can then be developed and posted to the website.

Incentive for Participants

The Phase 1 draw prize of a \$50 gift certificate to Esquimalt Parks & Recreation proved to be a popular incentive with 70% of respondents opting-in to the draw. Staff plan on offering a Phase 2 draw prize by giving away a copy of Jane Jacobs' book *The Death and Life of Great American Cities*.

ALTERNATIVES:

1. That the COTW receive Staff Report No. DEV-16-018 for information, provide any additional direction to staff as the COTW considers advisable, and direct staff to proceed with the second phase of the Official Community Plan Review.
2. That the COTW provide alternative direction to staff.
3. That the COTW request further information from staff.

OCP Review: Timeline

Phase 1: Kick Off Survey (Completed)

- October 2015 – December 2015
- Survey designed to collect respondent demographics, identify key community priorities, and future engagement preferences
- Received 539 responses

Phase 2: Community Engagement Strategy (In Progress)

- January – June 2016
- To gather community input on the following areas covered by the plan: arts, culture and heritage; community health and safety; economic development; environment; parks, trails and recreation; planning and development; and transportation and infrastructure.

Phase 3: Analysis and Findings

- *July – September 2016*

Phase 4: Policies & Guidelines - Development

- *October – December 2016*

Phase 5: Policies & Guidelines - Consultation

- *January – March 2017*

Phase 6: Draft Official Community Plan - Development

- *April – August 2017*

Phase 7: Official Community Plan Bylaw - Public Hearing & Adoption

- *September – December 2017*

OCP Review: Community Vision Statement Comments

7. How well does the current community vision statement reflect your vision of Esquimalt?

“Esquimalt is a diverse community, a desirable place to live and an integral member of a larger region. We encourage meaningful community participation and consultation to provide open and responsible decision-making. We enhance responsible economic opportunities and embrace sports, recreation, the arts and the west coast lifestyle.

As we achieve the vision, we enhance our quality of life; enjoy health and safety; build upon our cultural heritage; revitalize our community; protect our natural environment and foster our diversity.”

Response	Chart	Percentage	Count
1 - Does not reflect		4.6%	25
2 - Reflects somewhat		13.4%	72
3 - Reflects moderately		21.4%	115
4 - Reflects a lot		48.0%	258
5 - Reflects exactly		10.8%	58
Prefer not to answer		1.9%	10
Total Responses			538

Table: Summary of Comments

Theme (# of comments)	Categories (#)	Common Feedback
Vision Statement – General (48)	Revisions (15) Structure (8) Generic (8) Length (6) Missing (5) Positive (4) Negative (2)	Too long. Too generic (can apply to any city in the region). Should be a vision of the future and not describing status quo (remove facts). Missing sense of community (i.e. small town feel).
Economic Development (42)	Wording (16) Commercial (11) Local (6) Employment (4) Residential (3) Other (2)	Encourage or promote economic growth. More amenities and services (retail, restaurant, etc.) Local businesses and employment.

APPENDIX “B”
Staff Report DEV-16-018

Theme (# of comments)	Categories (#)	Common Feedback
Cultural Heritage (17)	First Nations (10) Cultural heritage (5) Navy (2)	First Nations recognition. “Honour” our cultural heritage. Heritage includes the navy.
Revitalize Community (16)	Esquimalt Road (10) General (6)	Revitalize main corridor / Esquimalt Rd. Revitalization has been slow.
Larger Region (10)	Region (6) Amalgamation (4)	Esquimalt benefits from amenities in our neighbouring municipalities.
Land Use and Development (9)	Small Development (3) More Development (2) Small Homes (2) Other (2)	Small scale development.
Natural Environment (9)	<i>No sub-categories</i>	Environmental protection and sustainable practices.
Diversity (8)	Diversity (5) Negative comments (3)	More elaboration (e.g. define types of diversity). The word is meaningless. Council decisions demonstrate they do not foster diversity. Replace with “inclusive”.
Transportation (7)	Active Transportation (6) Other (1)	Sustainable transportation. Walkability.
Quality of Life (7)	Age Friendly (3) Community (2) Public Spaces (2)	Age-friendly and family-oriented.
West Coast Lifestyle (6)	Negative (6)	What does a west coast lifestyle mean?
Health & Safety (6)	Policing (2) Speeding (2) Homeless (2)	Housing for marginalized people.
Consultation & Decision Making (4)	<i>No sub-categories</i>	Boring, use plain language.
Sports, Recreation (4)	<i>No sub-categories</i>	Access to outdoor recreational opportunities.
<i>Miscellaneous (12)</i>	<i>No sub-categories</i>	Disconnect between Council decisions and the vision statement.

OCP Review: Phase 2 Community Engagement Plan

ACTIVITY	TIMELINE
Community Vision Statement Revised draft for public comment	April 2016 (4 weeks)
OCP Ideas Festival Open House at Recreation Centre 1 to 3 options: Evening, afternoon, evening	Early May
Online Input Forms	3 weeks in May
Collate Input Received	June 2016
Youth Engagement	TBD
Senior Engagement Esquimalt's Age-friendly Assessment	TBD
Report to Council Phase 2 Results	August 15 th or 22 nd

OCP Review: Phase 2 Communication Plan

ONLINE	PRINT	DISPLAY
<ul style="list-style-type: none"> • Website • Facebook Page • Facebook Ad • Facebook Event for Ideas Festival • Twitter • Email subscriber list (263) • Stakeholder contact list (21) 	<ul style="list-style-type: none"> • Community Newsletter • News Release • Posters at local businesses • Post Card Mailer • Ad in Vic News 	<ul style="list-style-type: none"> • Display at Recreation Centre, Archie Browning Sports Centre, Library and Esquimalt Municipal Hall • At select community events as timing and resources allow: <ul style="list-style-type: none"> • Esquimalt 5K & 1K (Sat. April 9) • Earth Day in Highrock (April 20) • Buccaneer Days (Sat. May 14)