

2008 ACCOMPLISHMENTS

Healthy Community

- **Undertake action items in Arts, Culture, and Heritage Advisory Committee workplan 2007/2008.**

Progress Update: In addition to capturing new oral histories in 2008, past interviews from the late 1970's to the early 1990's were transferred to digital format this year to ensure long term preservation. The new digital format has allowed public access to oral histories that was previously unavailable due to the fragility of the original audio cassette and VHS formats. Oral histories conducted in 2008 include Barbara Brown of the Irvine Family which settled in the Cedar Hill Area in the 1850's, and Jim Askey, son of Gorge Askey, who was the Saanich Police Commissioner from 1949 to 1963.

- **Complete Council Chambers Upgrade – Phase 1.**

Progress Update: Phase 1 of the Council Chambers upgrade is technology based and includes provision for comprehensive presentations utilizing LCD flat panels, an improved sound system, and digital recording of meetings. The LCD flat panel technology has been installed and the sound system is scheduled to be installed shortly. Equipment for the digital recording of meetings will be reviewed early in the new year. Phase 2 includes improved seating and air circulation in the gallery, subject to available budget funding in 2009.

- **Continue promotion of neighbourhood emergency preparedness program (NEPP).**

Progress Update: The Emergency Program continues to promote and market the NEP Program through a number of different avenues such as Community Associations, Block Watch, volunteer organizations, etc. To date, more than 45 emergency presentations have been delivered to approximately 900 residents. Year to date, 11 emergency preparedness presentations / workshops have been delivered to Block Watch groups with more scheduled, and 11 presentations/workshops provided through the Active Living Guide. In addition, a Grade 4 interactive emergency preparedness presentation was developed and delivered to 800 students in 21 schools.

- **Implement Emergency Program volunteer recruitment and retention strategies.**

Progress Update: A detailed list of strategies was developed, documented, and implemented for the purpose of recruiting and retaining Emergency Program volunteers. The number of active volunteers within the Emergency Program has diminished in recent years and is reflective of the difficult labour / volunteer market. Developing, documenting, and implementing volunteer recruitment and recognition strategies will assist with recognizing and retaining current volunteers and expanding the volunteer base by utilizing new recruiting strategies and networks.

- **Transition the Walking Challenge Program to ACT NOW campaign.**

Progress Update: Highway to Health is an on-line activity tracker that allows people to log-on to their own personal website, enter daily steps, activity minutes and monitor

personal health statistics. People can view their progress up a virtual map From Athens to Vancouver! All participants are eligible to win prizes in selected contests indicated on the map route. The more steps taken the more chances to win. It takes approximately 2 years to complete the program and anyone can join. Progress will be monitored and helpful tips and advice will be provided along the way to inspire people to help achieve the goal of increasing physical activity levels 20% by 2010! The 2,700 participants currently registered in Saanich and the region are making contributions to achieving the provincial goal.

- **Develop strategy for healthy food services in Saanich Recreation Services.**

Progress Update: *The Healthy Food Choices pilot project involved Saanich with a few other BC communities and was supported through a \$12,500 UMBC Healthy Foods and Beverages Sales Grant. The project has established guidelines for "Healthy Choices" vending and concession/cafe services and has designed and launched a public information campaign which ran July/August of 2008. Saanich is moving to have all vending machines in the recreation centres incorporating 75% of all vending products of a healthy choice, by the end of 2008. A healthy food menu is now offered through the new cafe service at Saanich Commonwealth Place. Saanich has also been involved in several other healthy food choice initiatives ranging from free nutritional workshops in the community, to healthy food fairs, Junior Chefs programs and working with community partners to provide healthier food choices in their respective outlets.*

- **Develop an Arts and Culture Strategy.**

Progress Update: *Working with the Saanich Arts, Culture, and Heritage Advisory Committee, the Strategy has been developed through consultation sessions, surveys and interviews with artists, arts organizations, community associations, municipal staff, and the general public. Draft copies of the Strategy have been circulated for feedback. The Strategy will be completed by end of 2008.*

- **Work with Community Associations to develop art programs in parks.**

Progress Update: *In partnership with Community Associations, seven popular music concerts were held in the summer of 2008. Concerts by Kumbia, The Ecclestons, Swing On By, Mufaro, Bijoux Du Bayou, Georgia Basin Beat Collective, and Shaky Ground were held at Majestic Park, Rudd Park, Meadow Park and Rutledge Park. The Rutledge Park series is organized by a committed group of volunteers with support from the Saanich Legacy Foundation and Saanich Community Matching Funds. In a Community Matching Grant, Quadra Cedar Hill Community Association supported Garth Homer Society's Pebble Mosaic project. The Mosaics, now installed in Cuthbert Holmes Park, are part of the Saanich community art project RiverSong: Celebrating Life along the Colquitz. RiverSong received a \$15,000 B.C. Arts Council grant for 07/08 and an \$18,000 BC Arts Council grant for 08/09.*

- **Review best practices for community arts funding and develop program options for Saanich.**

Progress Update: *As part of the Arts and Culture Strategy, research on community arts funding models will be done in 2009.*

- **Conduct Leisure Involvement For Everyone (L.I.F.E.) program evaluation marking a decade of program delivery.**

***Progress Update:** Evaluation has been completed in October 2008; staff are now working with the issues and challenges identified and utilizing the recommendations presented to develop work plans for 2009/2010. As a result of the evaluation of the LIFE program, the application forms and coupon booklets have been revised and updated to meet the identified needs of clients.*

- **Implement “Measuring Up” program for persons with disabilities by 2010.**

***Progress Update:** A grant application for the Measuring Up fund was completed and submitted October 10, 2008. The project focus is an audit and subsequent improvements in the delivery of information and the access to information for persons with disabilities. The partnership with Community Living Victoria’s Community Teen Connections inclusion program continues as the youth regularly attend programs at our Saanich teen centres and have been integrated into programs with all youth in the community.*

- **Implement recommendations from the World Health Organization *Global Age-Friendly Cities Project* report.**

***Progress Update:** Developed and delivered inter-generational social gatherings bringing together local teens and youth and older adults residing in resident complexes nearby. The groups have enjoyed playing cards, billiards and board games while sharing their stories. Six meetings have occurred at the Backdoor Teen Centre in the Gordon Head Recreation Centre with older adults from Berwick House on Shelbourne, Highgate Lodge and Dawson Heights on Cedar Hill X Rd. We are working with the new Berwick House in Royal Oak and the Broadmead Lodge to meet with teens at the Upside Teen Centre at Commonwealth Place. Work with local organizations to develop and deliver a resource guide specific to services in Saanich and include information on Saanich Silver Threads, Saanich Parks and Recreation, Goward House Society, Cordova Bay 55+ Association, and the Cedar Hill New Horizons. Over 2000 copies have been delivered through the Meals on Wheels program and through VIHA’s Home and Community Care networks. Older adults “open house” days have been held in conjunction with Active Aging Week in Greater Victoria, September 22-28th. These include tours and orientations of our Recreation facilities as well as free workshops and trial programs to enable older adults an opportunity to explore new activities.*

- **Implement 2 recommendations from the 5 year Strategy for Older Adults.**

***Progress Update:** There has been a 25% increase in the number and range of low cost, no cost programs for low income older adults such as social drop-in times at the Flipside Teen Centre at Pearkes, older adults birthday celebrations and swim times at Commonwealth Place, drop-in Pickle ball at Commonwealth Place, and intergenerational programs at Gordon Head Backdoor Teen Centre bringing youth and older adults together to socialize and play cards, pool or other games. Several recommendations involve increased information sharing and collaboration between Saanich Recreation, health authority and other older adults serving agencies. Saanich has taken the lead to establish an ongoing committee of local older adults serving agencies such as Saanich Silver Threads, Goward House Society, Saanich Volunteer Services, Seniors Serving Seniors,*

and the Vancouver Island Health Authority, meeting seasonally to share information and collaborate on shared promotional or marketing opportunities.

- **Develop and implement plan for BC 150, Parks 50 years and 2010 Olympics promotions.**

Progress Update: The District of Saanich highlighted the BC 150 Celebration this year by affiliating our Saanich Summer Sunfest events and including BC 150 theme events at each aquatic facility. The Sunfest events included the 42nd Annual Strawberry Festival and the Sandfest Family Fun Day which represent two of the regions largest single day events. To incorporate BC 150 activities into these events a "150 years of farming" display was created in partnership with the Saanich Archives to depict the agricultural roots of the region. A variety of children's activities were also created to provide a hands-on experience with prizes including BC 150 merchandise.

Local artist Fred Dobbs constructed large sand displays at each of the Sunfest events which featured the BC 150 logo.

BC 150 theme swims were offered at the Gordon Head and Commonwealth Recreation Centres with a number activities including cake and public swims at a reduced admission rate of \$1.50

In preparation for the upcoming 2010 Olympic games the District of Saanich will continue to be an active member of the regional Victoria Spirit Committee which is preparing a number of events to mark the occasion of the games. Saanich will be participating in events such as the Living Colours Celebration and the Torch Relay.

Susan Turnbull Canton, a local textile artist who lives on a sailboat, has created a series of three 3 wall hangings in honour of BC's 150. The hangings are in the display case at the Saanich Municipal Hall from November 10 - 28. One hanging represents the First Nations and is inspired by Coast Salish design. Another hanging depicts western contact and focuses on the Hudson's Bay Company. The third hanging looks at early immigrant groups, in particular those from China. The textile artworks are done in a wide variety of techniques, including appliqué, weaving, crochet, twining, knitting and various kinds of embellishment.

- **Support construction of artificial turf soccer fields.**

Progress Update: To help meet the sports field needs identified in the Parks & Recreation Master Plan, three artificial turf projects were approved. Originally three projects were scheduled for 2008; Cordova Bay Soccer Association (Lochside Park), Gordon Head Soccer (Tyndall Park) & Lakehill Soccer (Braefoot Park). However, Lakehill was deferred to 2009. The other two projects began construction this past spring with each Club assuming the Project Management role. Both Clubs have done tremendous jobs in mobilizing the community to donate time, product and money to see these projects completed for play by November. The Lakehill project is expected to start in the spring with play commencing in September, 2009.

- **Strengthen partnerships with core community partners in the context of the recommendations of the World Health Organization (WHO) Age Friendly Cities Initiative.**

Progress Update: Partnerships have been established and strengthened through other initiative development related to the Age Friendly Cities project, such as working with local organizations to develop and deliver a Saanich specific resource guide and taking the lead to establish a committee of local older adult serving agencies to meet seasonally, share information and collaborate on shared promotional or marketing opportunities.

- **Refine partnerships with School Districts with emphasis on sports field accessibility for the general public.**

Progress Update: The Parks & Recreation Master Plan identified the need for additional sport fields to meet community need. One of the strategies is the improvement of existing inventory on school district lands. Each year, from our parks capital budget, we partner with the School Districts to improve school grounds in Saanich. So far we have supported six school grounds upgrading projects over the past two years.

- **Complete development plan for field at Saanich Commonwealth Place.**

Progress Update: This plan has been deferred due to other budget priorities.

- **Upgrade Gordon Head Recreation Centre, Cedar Hill Recreation Centre (Phase II) and Cordova Bay Seniors Centre.**

Progress Update: Gordon Head Recreation Centre has received a \$2 million infrastructure grant and will be undertaking a \$3 million renovation shortly. The preschool, currently housed in the antiquated “annex”, will be incorporated into the building; new multi-purpose space will be added including an indoor sport court, sprung floor studio and an enhanced youth centre space. The outdated change rooms and public washrooms will receive a total refit to meet needs of our user groups. Construction is anticipated in summer 2009.

Cedar Hill Recreation Centre (Phase II) – The infrastructure grant was not received and other government funding is unavailable at this time. However, the parking lot will be resurfaced with “pervious” materials.

Cordova Bay Seniors Centre – This Canada B.C. Infrastructure project will provide an additional 320 square meters including multipurpose program space, washrooms, kitchen, and some renovations to existing school space. Architectural drawings have been completed and submitted for tender. Construction is anticipated for early 2009.

- **Complete construction of Layritz Park baseball and soccer field.**

Progress Update: Phase 1 is substantially complete. This includes site servicing (Hydro) access road, one new baseball diamond and one new artificial turf field. The artificial turf was completed as a Project Management initiative of the Prospect Lake Soccer Club and is now in its 2nd season of operation. 2009 will see some additional trails completed. Future plans include park/trail safety/security lighting and playground replacement. Additional sports fields are anticipated as community needs, support, and funding emerge.

- **Complete a review of the Park Priority Study.**

Progress Update: The Park Priority Study was first completed in 1983 and updated in 1994; this update will ensure the Plan continues to provide an appropriate framework for the acquisition, distribution and development of public open spaces. A draft document will be completed by December, 2008 to accommodate the review process in 2009.

- **Develop a Sports Field Strategy for future capital planning.**

Progress Update: The Parks and Recreation Master Plan identified the need for additional sport fields to meet community need. Some of this has been met through our support of the artificial turf projects as well as partnership with the School Districts. As part of our multi-year capital planning the remainder of the strategy will be addressed in 2009.

- **Develop recreation programs (40 hours per week) for Royal Oak Middle School opening January, 2008.**

Progress Update: Saanich Recreation started programming community activities and programs in mid January 2008 in this new joint-use facility. The growth and use peaked during the months of July and August when Saanich Recreation had exclusive use of the new gym, dance studio, cooking classroom, and a number of other specialized spaces to offer summer programs to our community. We look forward to continuing to offer more activities and programs to our community in this facility for years to come!

- **Develop a strategy to provide more public washrooms on Saanich Parks, Trails and Greenways.**

Progress Update: The WHO project identified under the category: Outdoor Spaces and Buildings - one of the common barriers identified by focus group participants which was a "Lack of benches and washrooms on pedestrian routes." We will study our current inventory of public washrooms and explore cost effective ways to achieve the WHO recommendations in 2009. This information will provide direction for future capital projects.

- **Develop a strategy to provide youth outdoor recreation facilities.**

Progress Update: The Parks and Recreation Master Plan identified the need for additional youth outdoor recreation facilities. We will need to undertake a community planning process in 2009 to outline these needs more clearly and allow for the development of strategies for the future.

Safe Community

- **Prepare a disaster/recovery response plan for Archive Holdings.**

Progress Update: This initiative was rescheduled to the 2009 workplan. The disaster and recovery plan will be prepared in consultation with other departments and the Saanich Centennial Library. The plan will be designed to safeguard the collections from damage or catastrophic loss from fire, flood, or earthquake, and to address issues of salvage and post-disaster conservation.

- **Upgrade Fire Hall No. 3 for seismic stability.**

***Progress Update:** Fire Hall 3 seismic upgrade was tendered and awarded to Kinetic Construction. The tendered amount of \$223,000 was within budget. Work is underway and expected to be completed by December, 2008.*

- **Identify seismic upgrade requirements for Public Works Yard.**

***Progress Update:** Study and preliminary cost estimate completed by Delcan Engineering. Resource Request being submitted in 2009 budget for detailed design and construction.*

- **Increase drainage system cleaning by 25% or more to reduce the potential West Nile Virus mosquito breeding sites.**

***Progress Update:** Not done due to lack of additional funding (not funded in 2008). Core six month CB cleaning program will be completed by mid December.*

- **Complete final phase of traffic signal backup power for key corridors.**

***Progress Update:** Quadra corridor completed from City of Victoria to Hwy 17.*

- **Implement Business Resumption Strategies for 1040 McKenzie.**

***Progress Update:** Emergency Plan for 1040 McKenzie on track for update and completion by year end. Plan has been updated to incorporate standby power for the main building, and the addition of emergency lighting and exits. Updates include power to the new fuel tanks during power failure, and control of the automatic gate on Borden Street.*

- **Apply thermoplastic coatings on crosswalks and lines to improve visibility and extend service life.**

***Progress Update:** The use of thermoplastic coatings allows for extended service life up to five times conventional paint markings. The 2008 program has been completed as a base line with intersections and cross walks on McKenzie, Shelbourne and Quadra Streets.*

- **Join BC One Call – as owners of underground infrastructure, help promote safety and damage protection of these valuable assets.**

***Progress Update:** On track. Internal business processes have been revised to improve work flow for single point of service for Public Works. This will enable Saanich to become a voting member of BC 1 Call, if funded in 2009. BC 1 membership: not funded in 2008.*

- **Pursue new fire dispatch clients.**

***Progress Update:** Central Saanich Fire is now being dispatched by Saanich Fire, bringing the total number of dispatch clients to five. Dispatch service is now provided to two-thirds of the fire departments within the CRD.*

- **Complete traffic signal pre-emption initiative.**

Progress Update: The final phase of the installation of emergency vehicle traffic signal pre-emption is now complete. Emergency traffic signal pre-emption controllers are now in place on the Douglas, Saanich, Vernon/Blanshard corridor and on McKenzie Avenue between the Trans Canada Hwy and the University of Victoria. Emergency vehicle traffic

signal pre-emption has proven very effective in keeping traffic flowing on high use traffic corridors and allows emergency responders to move effectively while minimizing the risk to responding units and the public. This project was funded by BC Transit and came to fruition through Provincial and Federal grant funding.

- **Enhance marine rescue launch facilities.**

Progress Update: Construction of a simple concrete boat ramp at Telegraph Bay will allow the emergency response rescue boat to be launched more readily. Environmental and archaeological consultation has been undertaken to determine feasibility. Discussions are ongoing with the Cadboro Bay Residents Association and final approval of the project is subject to a variance to the zoning bylaw and Council approval.

- **Establish redundancy capability for fire dispatch and communication operations.**

Progress Update: Backup emergency communications and dispatch capability has been a priority for the Fire Department. This initiative has focused on eliminating the potential for interruption of communications, dispatch and telephony functions and will ensure the highest level of fire dispatch service to the citizens of Saanich and the client dispatch communities served by the Saanich Fire Department in the event of a major emergency or disaster. Fail over fire dispatch capability is currently in the implementation phase and is key to the Fire Department's transition and fibre optic link to E-Comm British Columbia for computer aided dispatch technology and continuity of fire dispatch service.

- **Design and implement combined events radio communication plan for police, fire, and ambulance: Identify and retain project manager from each agency.**

Progress Update: This initiative has been put on hold pending the upgrading and capacity of the CREST radio system.

- **Implement Intergraph Computer Assisted Dispatch (CAD) through partnership with Emergency Dispatch Centre in Vancouver (E-Comm).**

Progress Update: The Fire Department has partnered with E-Comm BC for computer aided dispatch technology (CAD) and is in the implementation phase of introducing state of the art dispatch technology – a first of its kind to the fire service in the Capital Region. Fire Department apparatus will be outfitted with mobile workstations linked wirelessly to their dispatch centre. This new technology will allow for the immediate transfer of mission critical response information, including electronic dispatch ticketing, mapping and route information, and pre-incident hazard plans. All in all, the public will be better served and valuable minutes in response times may be saved.

- **Develop and implement BC “Getting To Know Fire” program.**

Progress Update: Development and implementation of this program is ongoing with several initiatives, such as the Learn Not to Burn Program, fully implemented. In 2008, the Fire Department delivered the Learn Not to Burn Program to approximately 2,000 students in Grades 1 and 3 involving 81 Classes in 23 schools.

- **Continue development of departmental pre-fire planning program.**

Progress Update: The Pre-Fire Planning – Public Education Officer is responsible for the ongoing development of the department's pre-fire planning program. Pre-Fire Plans will provide critical building and life safety information to fire crews that will assist with reducing fire losses and create a safer working environment. A UVic Co-op student has been hired to assist with developing the pre-fire plans and processing a large backlog of data. The UVic student is proving very effective and the project has gained solid traction.

- **Continue development of Viable Water Source initiative. Complete assessment of viable water sources within No. 2 Station boundary.**

Progress Update: Approximately 25% of the viable water sources in Fire Station No. 2's area have been identified and documented to date. This work is suited for Light Duty personnel and additional work will be completed as staffing permits.

- **Increase hazardous materials response capability: Train eight members to Hazmat operations level; Train four members to Hazmat technician level.**

Progress Update: Technician Level training provided to 7 new members, resulting in our Department having the most Techs trained for a hazardous materials response in the region. In addition, over 50% of the Suppression Division is trained to the operations level.

- **Complete review of departmental Business Continuity Plans.**

Progress Update: Draft Departmental Business Continuity Plans were successfully reviewed upon project completion. The plans have been developed to assist with business recovery / continuity in the event of a significant business interruption that may impact individual Departments or many Municipal services.

- **Develop corporate emergency preparedness exercise program.**

Progress Update: A 3-year EOC staff development plan has been completed and is in the process of being distributed to EOC Directors and Section Chiefs for review. The first staff exercise from this plan - an EOC setup/activation exercise - was delivered in November /08.

- **Coordinate emergency preparedness training for key municipal staff.**

Progress Update: A series of basic EOC setup/activation exercises were conducted in November 2008 involving more than 50 municipal staff. In addition, approximately 20 staff attended accredited EOC training courses through the year. Basic EOC setup exercises are essential to ensure a broad cross section of municipal staff are familiar with how to successfully activate and operate the EOC in support of a major emergency or disaster.

- **Hold Emergency Program Open House: Estimate 150 attendees.**

***Progress Update:** The Emergency Program hosted a very successful Open House on May 4th during Emergency Preparedness Week. Approximately 225 people attended the event held at the Fire Station No.1 Parade Square. Fire Department, Block Watch, and Recreation Services were also involved in delivering the family oriented event.*

- **Enhance awareness of volunteer and emergency preparedness educational opportunities with Emergency Program through partnerships with local volunteer groups.**

***Progress Update:** Partnerships have been established with the Saanich Volunteer Society, Silver Threads, and Volunteer Victoria. Saanich Volunteer Services and Silver Threads have been utilized to promote and deliver emergency preparedness courses and volunteer recruitment. Volunteer Victoria has been used for recruitment and staff training / development purposes.*

- **Establish emergency preparedness link with local military units.**

***Progress Update:** A relationship with Joint Task Force Pacific (JTFP) was successfully established and a list of local military units was obtained along with their function and capabilities and how / when they can be accessed. We are continuing to work closely with the military to build open and productive networks.*

- **Train staff in the use of automated external defibrillators (AED).**

***Progress Update:** Training on Defibrillators: Automated external defibrillators (AED's) have been deployed in Saanich Recreation Centres the past six years. Staff are trained annually by a contractor who now provides all AED sites with a consistent training program. Staff are considering expanding AED technology to other worksites.*

- **Establish regional crime unit.**

***Progress Update:** As part of our commitment to an integrated approach to policing, in 2008 two Saanich Police members were added to the Regional Crime Unit (RCU). This group targets prolific offenders region wide and is comprised of members of all Municipal police agencies and the RCMP.*

- **Post Disaster Response Capability.**

***Progress Update:** The new post disaster operational communications center that was structurally completed in late 2007 was occupied in May of 2008 and will be officially opened by the Solicitor General on the 11th of December this year. The \$600,000 structure, built with funding returned to the Municipality through Traffic Fine Revenues, remains the only police/fire communications center in the region built to a post disaster operational standard.*

- **Move 911 function to new dispatch centre.**

Progress Update: The primary purpose in constructing the new facility was to provide fire/police personnel a communications facility to facilitate continuous operations in a post disaster environment. The move was completed in 2008.

- **Establish domestic violence project.**

Progress Update: In 2008, Saanich Police established a Domestic Violence Review Team comprised of a senior NCO and the Police Counsellor to ensure a holistic approach to the prevention and support to victims of domestic violence.

- **Information Sharing**

Progress Update: In 2008, Saanich Police were the first police agency in Canada to introduce Podcasts to their web site. This cutting edge information sharing technology enables the department to provide a wide range of contemporary public safety information to the community in a manner that is easily accessed through a method that is not only popular with the youth of the community but increasingly so with those of all ages.

- **Maintain crash reduction program and targeted enforcement strategies.**

Progress Update: In 2008 the Police Traffic Safety Unit focused on targeting enforcement toward locations that our crash data identified as experiencing a high frequency of crashes. In 2008 a database was implemented to record enforcement activities. In 2009 we will be able to monitor and measure our enforcement activity in comparison to our crash data. While we cannot control the crash rate, we anticipate fewer crashes at our target locations.

- **Train staff in light urban search and rescue.**

Progress Update: The Light Urban Search and Rescue (LUSAR) training, which began in 2007, continued into 2008. There are now currently 76 members trained in LUSAR.

- **Mobile Firearms range**

Progress Update: On 7th October 2008 the Solicitor General of BC, John van Dongen, joined Mayor Leonard and Chief Egan in officially opening our state-of-the-art mobile firearms training range, the first of its kind in Canada. This unit permits year round qualification practice and training without regard for inclement weather. The \$300,000 purchase will be of tremendous service to police members, allows for innovative training opportunities and possesses the most modern lighting and air filtration systems available.

- **Facilitate improvements to the CREST radio system.**

Progress Update: Monitoring dispatch and radio transmissions and reporting any anomalies or performance concerns; worked with CREST to develop a prototype for an enhanced portable radio antennae system, replaced portable radio batteries with new high capacity ones, installed two new radio consoles.

- **Order of Merit**

***Progress Update:** In Ottawa on 22 May, 2008, Chief Constable Derek Egan was inducted into the Order of Merit of Police Forces as an Officer of the Order, by the Her Excellency, the Governor General Michaëlle Jean. Chief Constable Egan was recognized for his 35 years of dedicated service at National, Provincial and Regional levels. During that time he has served as the President of the BC Association of Municipal Chiefs of Police, as the Chair of the National Police Services Committee of the Canadian Association of Chiefs of Police, and as a chair or member of over a dozen provincial and national committees dedicated to furthering the profession of policing.*

- **Police Records Information Management Environment (PRIME).**

***Progress Update:** Saanich Police continues to take a lead role in PRIME. Throughout 2008 Saanich played an important role in assisting the RCMP in migrating to the current software level. In addition, activities are being undertaken to prepare for future software updates.*

Sustainable Environment

- **Consider increasing blend of bio-mass being used in bio-diesel fuel.**

***Progress Update:** Evaluation complete, decision made to continue B5 (5%) blend.*

- **Introduce Hybrid vehicles into Fleet.**

***Progress Update:** Over the last four years, 10 hybrid vehicles have been added to the municipal fleet. They are currently in use by various departments.*

- **Replace 1200 meters of Wood Stave Drainage system.**

***Progress Update:** This year we retained a consultant to review our wood stave replacement program to determine what would be the most cost-effective method of replacement either using a trenchless technology or conventional open excavation. This resulted in several projects where conventional methods were most appropriate and several where trenchless technologies were appropriate. Over the summer our crews replaced 375m of wood stave mains using open excavation. In addition, replacement of a further 450 m of wood stave water mains is in progress with our crews.*

- **Replace 500 meters of Sub-Standard Drainage system.**

***Progress Update:** Much of the drainage system that has been created is a patchwork, ad hoc manner as ditches were filled in over time. The system does not meet Saanich standards as it is made of non standard pipe materials of varying diameters, was not laid to a constant grade or alignment, and does not have enough manholes for maintenance. This sub standard drainage system must be replaced over time. So far this year our crews have replaced 460 meters of substandard drain and another 425 m is in progress.*

- **Replace 2 km of cast iron and Asbestos Cement (AC) water mains which have reached the end of their service life.**

Progress Update: So far this year our crews have replaced 2700 m of cast iron and AC water mains. Additional water mains are still being replaced, the most notable being a cast iron water main on Douglas street from Audley to Tolmie. This main was originally installed in 1875 and has provided continuous service for over 133 years. This main has provided service for much longer than normal and this is a tribute to the quality of the original installation.

- **Upgrade one water pump station.**

Progress Update: There are three pump station upgrades underway – The Old West Saanich Road pump station, the Maplewood pump station and the Hartland pump station. Designs have been completed and tender packages for the three pump stations are being prepared. Tenders will be called before year end.

- **Replace 700 meters of Asbestos Cement sewer main.**

Progress Update: To date 250 m of AC sewer main has been replaced by our crews. In addition, a further 450 m has been issued to our crews for construction. This year, we also investigated the use of trenchless technology in replacing some sanitary main. This has resulted in the inclusion of replacement of 750 m of AC sewer main with the tender for wood stave replacement mentioned earlier.

- **Complete rebuild of Vantreight Sewage Lift Station.**

Progress Update: The design of this project has taken longer than expected due to the high level of construction activity over the last summer. It is expected that the work will be done early in 2009 subject to weather constraints.

- **Develop an Urban Forest Strategy.**

Progress Update: This Strategy or Management Plan will help to better define the vision, goals and objectives of tree preservation, protection and enhancement for both private and public lands. It will include a review of the Tree Preservation Bylaw as well as public tree policies and practices. It will identify key issues, outline management strategies and recommend priorities. The development of this plan will require the participation of various internal departments, and the community groups with support from external consultants to complete in 2009.

- **Develop long term plan for the invasive species removal program.**

Progress Update: Invasive Species represent one of the most significant threats to our natural areas. A Natural Areas Management Plan will address invasive species as well as other natural and man-made threats to our natural areas, identify management options and recommend approaches.

- **Complete comprehensive development permit guidelines for major Centre/Urban Village Development Areas as part of Official Community Plan.**

Progress Update: Significant work was undertaken in 2008 on developing new Development Permit guidelines. Now that the new Official Community Plan has been adopted, efforts will be refocused on finalizing the draft document. Recent Provincial

legislation adopted in 2008 now enables Development Permit guidelines to address issues of building energy efficiency, which will add greatly to the scope of the new guidelines. Community consultation on the draft document is anticipated to take place by the middle of 2009.

- **Draft new Official Community Plan (OCP).**

Progress Update: The new Official Community Plan (OCP) was adopted in July 2008. Significant community input was received during the review process. Fundamental policies such as managing Urban Sprawl, and protection of the Agricultural Land Reserve were carried over from the 1993 OCP. New policies were developed to help address a range of issues such as: the changing nature of the community, for example the aging of the population; and larger scale issues, such as climate change.

- **Coordinate Pesticide Education with Capital Regional District.**

Progress Update: A CRD wide survey and comprehensive educational campaign was completed in 2008.

- **Develop Urban Forest Stewardship Initiative (with Parks).**

Progress Update: Saanich staff continued to support the Urban Forest Stewardship Initiative which produced educational maps comparing forest cover and losses between 1986 and 2005. The associated data will form Saanich's Urban Forest Management Plan.

- **Implement Carbon Neutral Plan.**

Progress Update: The Saanich Carbon Neutral Fund was activated in 2008 with a first contribution of \$90,000 (representing \$15 per tonne of Co2 emitted from municipal operations). A Carbon Calculator was also developed for the Saanich web site in mid 2008 allowing residents to determine their carbon footprint and make tax-deductible contributions to the Fund.

- **Manage West Nile Virus response.**

Progress Update: This was our first year in implementing Saanich's West Nile Virus Response Plan. Mosquito populations were monitored and staff were trained to identify and treat vector species. Saanich continues to be fully prepared for the potential arrival of the disease.

- **Complete implementation of the Green Building Policy – Private Sector.**

Progress Update: Planning staff were invited to participate in code focus groups and workshops in early 2008 to shape a new Provincial Green Building Code. The new revised Code raised energy efficiency standards for new construction and came into effect in September 2008.

- **Complete Saanich Climate Change and Energy Action Plan components: Community dialogue, Identify vulnerabilities, Develop adaptation strategies and Implementation.**

Progress Update: Early planning stages have been initiated including identification of content and format requirements. Draft will be prepared for community review in Spring, 2009. A recent new inventory of greenhouse gas emissions (GHG) data has shown a gradual decrease in emissions from 2004 to 2007. Using the Saanich baseline from 2004, municipal operations emissions have been reduced by 223 tonnes of GHG (4.1%). This shows that Saanich is on target for achieving its goal of a 10% reduction by 2010.

Balanced Transportation

- **Construct highest priority streetscape project.**

Progress Update: Through the use of the Streetscape Safety Prioritization Process, Burnside Road from Marigold to Grange (fronting the two public schools) was deemed to be the highest priority project. Due to existing staff shortage in our Engineering Design Division, this work has been tendered. The design work is 90% complete and construction is tentatively scheduled to begin early 2009.

- **Complete 2008 phases of Gorge West and North Quadra traffic calming.**

Progress Update: The final phase of the North Quadra NTMP, short sections of sidewalk from Chesterlea to Rogers and Cameo to 4203 Douglas, are included in our 2009 capital budget. Construction will take place during the 2009 construction season. The Gorge West NTMP study is complete. The process included a significant data gathering exercise and several open houses in the community. A decision has been made to defer some aspects of the work (we have completed the Davida and Bodega S/W's) pending the closure of Colquitz Ave at Admirals. This permanent closure will take place during the construction of the new Admirals Bridge (2009).

- **Carry out structural safety review of all bridges.**

Progress Update: This work has been postponed pending the recruitment of a Manager of Transportation. Though somewhat dependant upon our success in recruiting for this position, we are hopeful that an RFP can be prepared in 2009 and the inspections commenced in the same year. This schedule is consistent with the current Departmental Plan.

- **Expand bus stop improvement program.**

Progress Update: Much progress has been made on this initiative. Working with BC Transit we have identified the highest use transit stops in the municipality and have commenced an ambitious upgrade program. The priority for upgrades on these high use transit stops has been first, raised boarding platforms and handicap accessibility improvements, and second, shelters, garbage receptacles, and other amenities.

Our combined (BC Transit and Saanich) financial commitment to these improvements has increased ten fold, from \$10,000 to \$100,000. Recently improved transit stops include: Richmond/Poplar, McKenzie/Cedar Hill, Quadra/Rogers, and Quadra/McKenzie. Those planned for improvements in 2009 include: Interurban/Hector (at Camosun College), Fowler/Sayward, and Trans Canada Highway/Admirals. Work is also under way to acquire property necessary to construct shelters at the following locations: Shelbourne/Cedar Hill, Glanford, Enterprise, and Saanich between Oak and Douglas.

- **Expand sidewalk corner ramp program.**

Progress Update: Work has expanded significantly in this area due to increased municipal funding and our successful application under the provincial Local Motion Program. Work has been completed on several key locations including McKenzie at Quadra (all four corner ramps upgraded) and Quadra (McBriar, Quadra/Stoba, and Reynolds/Borden). We were notified in August of 2008 of our successful application for funding assistance under the local Motion program. This will facilitate the upgrading of all corner ramps on Shelbourne Avenue between Pear Street and Blair Avenue. This area adjacent to this busy corridor has been identified as having the highest density of elderly residents of any area in Saanich.

- **Develop traffic signal replacement plan.**

Progress Update: This initiative involves the performance of a comprehensive review of our existing traffic signals to determine a suitable upgrading strategy. The traffic signal replacement plan is now complete. The completed plan identified necessary improvements at 20 of our key signalized intersections. These improvements consist of installation of high visibility signal heads, reflectorized signal backboards, countdown pedestrian timers, and pedestrian pushbuttons with auditory feedback at the crossings. One intersection, McKenzie at Finnerty, was identified as needing additional "cyclist" pushbuttons to activate the signals. The plan was completed in Q2 and work has commenced. The total value of this work is estimated to be approximately \$300,000. We have applied and received approval from ICBC for a grant of \$100,000 under their program for supporting municipalities to improve traffic safety. The implementation of the plan (capital work) has commenced and is approximately 70% complete.

- **Develop system to assess pavement condition & rank for rehabilitation work.**

Progress Update: The Engineering Department issued an RFP inviting qualified consulting firms to submit proposals for developing a comprehensive pavement condition system for the municipal road system. The raw data necessary to develop a prioritized list along with recommended rehabilitation strategies has been gathered. The information is currently being processed and the information should be in a useable format late this year or early next. Subsequent work will see the information included in our GIS system. By including the information in the GIS system, the condition assessment and rehabilitation information will be easily accessible to all staff, leading to better decisions regarding road rehabilitation and resurfacing.

- **Conduct neighbourhood traffic calming process.**

Progress Update: This process allows for one Neighbourhood Traffic Management Plan (NTMP) to be performed annually. The process is resident driven and relies on applications or requests from neighbourhoods for area wide traffic calming. We did not receive an application in 2008.

- **Pilot test site design software for sustainable transportation with Canadian Institute of Transportation Engineers.**

Progress Update: The Canadian Institute of Transportation Engineers (CITE) is currently developing a software model to assess the level of sustainability of development sites and identify possible changes to improve the level of sustainability. Originally intended to be completed in mid 2008, the CITE has recently informed us that the completion of the model has been delayed by approximately six months. We now anticipate that the assessment model will be available for use in late 2008 or early 2009. This time line would allow us to pilot test the software by the second quarter of 2009.

- **Apply regional transportation computer model to Saanich neighbourhoods.**

Progress Update: Saanich Engineering has supported and assisted the CRD in the development of a new Regional Transportation model. Though originally intended to be completed in 2008, based on recent information from the CRD the model is not anticipated to be fully functional until early 2009.

- **Complete Centennial Trails Project Phase 2.**

Progress Update: Phase 1 of Centennial Trails is substantially complete. The Royal Oak Trail and the San Juan/Gordon Head Greenways will be completed in early 2009. Centennial Trails Phase 2 focuses on the completing of some of the community connections to better serve neighbourhoods. Priorities include: Beaver Lake Connections Bowker Creek Greenway and the Colquitz trail. Design work will begin in 2009.

Vibrant, Connected Economy

- **Reduce operating costs by electronically transmitting documents internally and externally, including committee agendas and minutes.**

Progress Update: This multi-year initiative is now complete and is another step towards a sustainable Saanich. The initiative was born primarily from a desire to reduce the quantity of paper being used. Working with internal and external clients and the advisory committees, we are now at a point where agendas, minutes, reports, and many other documents can be transmitted electronically.

- **Continue marketing municipal services where Saanich has a competitive advantage through economies of scale.**

Progress Update: Continued to provide municipal services to other Local Governments and have added a Fire Dispatch contract with Central Saanich, and renewed the contract with Oak Bay. Police Service contracts with Oak Bay were expanded during the year to include Information Technology.

- **Increase regional, provincial and federal partnerships to support transportation infrastructure (i.e. Share of fuel tax).**

Progress Update: Staff continue to advocate for increased funding from Federal and Provincial levels of government. Federal Gas Tax allocated to transportation infrastructure – Admirals Road - Colquitz Bridge project for 2008/2009.

- **Market fire apparatus mechanical services to area fire departments and fire apparatus equipment manufacturers.**

***Progress Update:** Consistent with the Corporate Strategic Plan and the diversification of revenues theme, the Fire Department is now providing contract mechanical maintenance service on fire apparatus for the Township of Esquimalt, Town of View Royal, District of Central Saanich, District of North Saanich, and the Shawnigan Lake Improvement District. In addition, the Fire Department performs service and warranty maintenance work for all Smeal Fire Apparatus and Spartan Motors Fire Chassis on the south Island.*

- **Undertake study of industrial and high-tech trends, related land and infrastructure requirements and Saanich's capacity to meet these demands.**

***Progress Update:** Background research and discussions with the Greater Victoria Development Agency, the Victoria Real Estate Board, private sector, the CRD, and other local municipalities was undertaken in 2008. The CRD has agreed to undertake a regional industrial land/building square footage inventory in conjunction with the Greater Victoria Development Agency in early 2009 to help determine amount and type of additional industrial land that is needed.*

- **Undertake study on the future of agriculture and farming in Saanich.**

***Progress Update:** Not undertaken in 2008.*

Service Excellence

- **Continue to enhance community and business access to municipal information on the website.**

***Progress Update:** This multi-year initiative is complete for 2008 but in fact is an on-going part of the workplan. In 2008 the website was enhanced for the local government elections, and included the ability for electors to determine whether they were on the List of Electors by using an on-line search function.*

- **Acquire and preserve archival material.**

***Progress Update:** The acquisition and preservation of archival material is a core function of the Archives. The Archives actively seeks new acquisitions with archival or informational value relating to Saanich including photographs, film, prints, drawings, maps, plans, oral histories, and books of local interest. The Archives has experienced an increase in acquisitions since moving to the Saanich Centennial Library. 2008 acquisitions include a collection from the Irvine Family which contains a portrait of John Irvine, a Hudson's Bay Company employee who settled and farmed (Rosebank Farm) in the Cedar Hill area in the 1850's.*

- **Scan 500 photographs using newly developed database program.**

***Progress Update:** Digitization of the archival photograph collection began in 2006. Since then more than 2,800 images have been scanned and are available to the public*

on-line. Each year, the Archives will continue to scan images from the collection which currently exceeds 12,000 photographs.

- **Create web site to increase public accessibility to archival resources: Estimate 30,000 hits per month.**

Progress Update: A new dynamic Archives website has been created and launched to allow users to explore the history of Saanich through narrative text, photos, maps, and other original documents. The website is also a teaching tool and helps users understand the role of the Archives, learn about new acquisitions, and participate in the preservation and promotion of Saanich's history. Since its launch, the website has been extremely successful and is well on its way to exceeding the anticipated 30,000 hits per month.

- **Implement recommendations from disability management review findings.**

Progress Update: Phase 1 of this review involved the collection of data concerning current disability management statistics, sick leave usage and disability claims. Phase 2 of this review involved the collection of data through interviews with stakeholders, employees, supervisors and Managers to determine the strengths and challenges arising from current disability management processes and practices. Work is currently ongoing in Phase 3 which is to design and implement changes.

- **Complete co-facilitated workshops, update policy and refresh training for customer service.**

Progress Update: Pending data from 2009 Citizen Survey

- **Complete Life-Cycle cost analysis of all Municipal Facilities.**

Progress Update: Inventory and condition assessment of all building components done by VFA Inc. and input into database. Initial deficiencies identified by VFA to be done from core 2009 budget. Multi year schedules still to be prepared.

- **Develop new transportation sub-area model for Saanich.**

Progress Update: The development of sub-area, or neighbourhood, modeling cannot commence until the Regional Model is complete and fully functional. It is anticipated that the Regional Model will be completed by the CRD project team in early 2009. We anticipate that we will be able to develop and run sub-area models by the end of 2009.

- **Upgrade water system computer model.**

Progress Update: The existing computer model was created about a decade ago and does not integrate with the Geographic Information System (GIS). The model is a valuable tool to analyze the impact on our system of proposed developments and the need for capital upgrades. In recent years, the shortcomings of the model have become increasingly problematic. Modeling software has improved greatly in the intervening period and is now much more user friendly. The upgrading project has been delayed until next year.

- **Institute an eco-audit standard for corporate documents.**

Progress Update: During 2008, a number of corporate documents were produced using 100% recycled paper (eg. Official Community Plan, Strategic Plan and Annual Progress Report). A Sustainable Purchasing Policy update is planned for 2009 including the use of environmentally responsible paper choices.

- **Complete Capital Asset Accounting Inventory Project.**

Progress Update: Inventory data collection of all assets (Roads, Sewer, water, drains, land, buildings, equipment etc) will be substantially complete by end of year. Some fine tuning of individual asset valuations and completion of the land inventory data collection stage will be completed in first quarter 2009.

- **Implement Conservation-Based Sewer Billing Model.**

Progress Update: Year 2 of the phase-in program completed. Transfer of final one third of sewer charges on to the Utility bill will occur in spring 2009 as planned. Sewer utility rate for 2009 expected to be approved by Council in early December, 2008.

- **Review feasibility of radio read water meter reading.**

Progress Update: Feasibility report completed. Staff will assess business case for budget resource request in early 2009.

- **Use generally available computer kiosks to better disseminate information to employees in the recreation centers, parks, public works, fire and police.**

Progress Update: Project on hold at this time – will be reviewed for late 2009 implementation.

- **Establish fire training facility at No.2 Station: partnership agreement investigated with Justice Institute of BC and ROCO Rescue of Canada Inc.**

Progress Update: In 2008 the engineering, landscape architecture, and tree inventory were completed for the proposed training site. A re-zoning application has been submitted to Planning which will be presented to Council in the new year. Discussions are ongoing with ROCO and local construction firms concerning the possibility of partnership agreements for the training facility. The site will also be used for Hazardous Materials training. Negotiations with the JIBC have stalled because of their need to use carbon fuels in order to produce the thermal layering needed to become a certified facility. Due to neighbourhood concerns and the Municipal burning by-law the Fire Department will be using simulated smoke in the proposed burn facility.

- **Participate in B.C. Building Policy Branch Green Building Code initiative.**

Progress Update: Saanich staff participated in workshops on the Code in early 2008. The new Green Building code was introduced in September with new requirements for energy efficiency in new construction.

- **Continue to promote and enhance green building permit rebate program.**

Progress Update: *The program involves both the rebates for green construction and free Energy Advice vouchers. The program has provided energy advice to dozens of homeowners and builders. A relatively small number of rebates have been granted to date due to the lag time for construction projects. A review and fine-tuning of the program will be completed in early 2009 to ensure that the program continues to be effective.*