

Municipality of Saanich Environmental Protocol when working in Sensitive Areas

Purpose:

- a) To increase the level of awareness of Saanich staff on the need to work sensitively in the natural environment, thus ensuring that our work does not negatively impact that environment.
- b) To identify Sensitive Areas which should initiate an even higher than normal level of care for the environment.
- c) To increase inter-departmental communication on environmental issues.

Sensitive Areas:

- a) Watercourses as per the watercourse bylaw definition
- b) Parks (discretionary if project initiated by the Parks Department)
- c) Environmentally Significant Areas as per the Saanich ESA Atlas or
- d) On property adjacent to a, b or c.

Action to be taken:

If the work relates to capital, design staff should initiate a review process during the design phase. If the work is related to maintenance or operations, then Parks or Public Works staff should initiate the review process prior to starting the work.

Reviewers:

Environmental Services and appropriate staff from Parks, Recreation, Engineering and Public Works.

Deliverable:

Written directions from senior staff to those actually doing the work specifying the care to be taken and the extent of public involvement to be implemented. Use of the *Worksheet* is mandatory including sign off by Environmental Services.

Public Involvement:

The extent and type of public involvement should be customized to the situation. (As a reference, see the Saanich Toolkit for Public Process, 2002).

On-going Training:

Each year, there will be regular opportunities for training in issues related to the Protocol through the Corporation's Training Program.

IMPLEMENTATION

Saanich will train staff to sensitize them to:

- The level of environmental protection and enhancement expected by Saanich in the design, construction, operation and maintenance of our infrastructure.
- The Environmental Protocol.
- The right and responsibility of all to stop the work and notify the supervisor if work is about to be done which does not meet this Protocol.

