



Islands Trust

**Salt Spring Island
Watershed Protection Authority
Regular Meeting Draft Agenda**

Date of Meeting: Friday February 19, 2016 10:30 am – 12:30 pm
Location: 145 Vesuvius Bay Rd., Salt Spring I., CRD PARC portable

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. MINUTES

- 3.1** Draft Minutes of the January 22, 2016 SSI Watershed Protection Authority Regular Meeting – *for approval*

4. CLOSED MEETING RESOLUTION

The Salt Spring Island Watershed Protection Authority closes this meeting to the public subject to Community Charter Section 90(1)a *for the receipt of personal information about identifiable individuals who are being considered for positions being appointed by the Authority.*

5. OPEN MEETING RESOLUTION

The Salt Spring Island Watershed Protection Authority re-opens this meeting to the public subject to Section 89 of the Community Charter.

6. BUSINESS ITEMS

- 6.1** Chair's report (5)
- 6.2** St. Mary Lake water quality update – NSSWD Board Representative
- 6.3** Coordinator's report – *attached*
- 6.4** Technical Working Group report – TWG Representative (Don Hodgins)
- 6.4.1 Terms of Reference – amended 29-01-2016 *attached* for information
- 6.5** Report on Supply Contract for LTC & SSIWPA – Opus Dayton Knight contractor (Clive Leung) (20)

- 6.6 **Workplan 2016** draft for discussion and approval - *attached*
- 6.7 **Budget 2016 revision** draft for discussion and approval – *attached*
- 6.8 **Annual Report 2015 draft** – *attached* – Chair Grams, Coordinator
- 6.9 **Test Survey Cusheon Watershed** – revisions completed (to be attached, see addendum next week) – Coordinator, and Doreen Hewitt
- 6.10 **Correspondence**
 - 6.10.1 POLIS Capacity-building workshop – SSIWPA Vice-Chair CRD Director McIntyre has elected to attend (Dale Green alternate), and Coordinator Cowan on behalf of SSIWPA. March 8, 2016 at University of Victoria.
 - 6.10.2 Bob Sandford – *attached*
 - 6.10.3 Island Health TWG term is completed as of Feb 1, 2016 – C. Laughlin email *attached*
 - 6.10.4 Response to follow up by SSIWPA re: Cusheon Plankton Analysis Funding Support Request from M. Squires (November, 2015) – *attached* from M. Squires
 - 6.10.5 Emails exchanged with Member of the Public re: SSIWPA or LTC advocacy for Groundwater Regulations in new Water Sustainability Act – *attached*, facilitated discussion
 - 6.10.6 Coordinator's response to query by Mayor of Kimberley B.C., via Partnerships for Water Sustainability in B.C. – *attached* for information

7. **OTHER BUSINESS**

- 7.1 Questions and Comments from Public

8. **NEXT MEETING of the Steering Committee**

March 18, 2016 10:30 am - 12:30 pm – @ SD64 portable 112 Rainbow Rd., SSI

9. **ADJOURNMENT**



Salt Spring Island Watershed Protection Authority

Minutes of a Regular Meeting

Date of Meeting: Friday, January 22, 2016
Location: 112 Rainbow Road, School District 64 boardroom portable
Salt Spring Island

Members Present: George Grams, Chair, Islands Trust Local Trustee
Shannon Cowan, Coordinator
Dale Green, Capital Regional District, Integrated Watershed (via telephone conferencing)
Doreen Hewitt, Cusheon Lake Stewardship Committee
Lorrie Hunt, Fernwood Water Service Area Commissioner
Jeff Thompson, North Salt Spring Waterworks District (NSSWD) Trustee
Pat Lapcevic, Ministry of Forests, Lands and Natural Resources (via telephone conferencing and left the meeting at 11:30 a.m.)

Members Regrets: Wayne McIntyre, Capital Regional District (CRD) Director

Staff Present: Stefan Cermak, Regional Planning Manager (RPM)
Sarah Shugar, Recorder

Technical Working Group Liaison: Don Hodgins, Acting Chair, SSIWPA Technical Working Group

Media and Others Present: Ian deBie, SSIWPA Technical Working Group Member
3 members of the public

These minutes follow the order of the agenda although the sequence may have varied.

1. CALL TO ORDER

Chair Grams called the meeting to order at 10:46 a.m.

2. APPROVAL OF AGENDA

The following additional items were presented for consideration:

- Item 4.9.2 Correspondence – M. Squires email dated January 21, 2016 regarding St. Mary Lake Report (updated) “Can biomanipulation reduce algal biomass in SML Assessment of trophic levels& potential interactions in context of physical, chemical, and biological regimes Jan. 21 2016”
- Item 4.9.3 Correspondence – M. Squires email dated January 22, 2016 regarding comments to communicate to Steering Committee and TWG

By general consent the agenda was adopted as amended.

3. CLOSED MEETING RESOLUTION

At 10:48 a.m., it was **MOVED** and **SECONDED** that the Salt Spring Island Watershed Protection Authority closes this meeting to the public subject to Community Charter Section 90(1) a for the receipt of personal information about identifiable individuals who are being considered for positions being appointed by the Authority.

CARRIED

4. OPEN MEETING RESOLUTION

At 10:56 a.m., it was **MOVED** and **SECONDED** the Salt Spring Island Watershed Protection Authority re-opens this meeting to the public subject to Section 89 of the Community Charter.

5. RISE AND REPORT

The Salt Spring Island Watershed Protection Authority agreed to appoint Fred Beall and John Harris to the Technical Working Group.

The Salt Spring Island Watershed Protection Authority agreed to appoint Dorreen Hewitt to the Steering Committee.

D. Hewitt arrived at the meeting at 11:00 a.m.

6. MINUTES

6.1 Draft Minutes of the November 27, 2015 Salt Spring Island Watershed Protection Authority Regular Meeting

By general consent, the Salt Spring Island Watershed Protection Authority agreed that the Minutes of November 27, 2015 be amended by replacing “publicly elected representative” with “member of an organization that falls under the Local Government Act.” in item 8 and that the minutes be adopted, as amended.

7. BUSINESS ITEMS

7.1 Chair’s Report

Chair Grams reported low attendance at the December 2015 Annual Open House event and suggested an annual report could replace the annual open house event. He noted the Saturna Local Trust Committee agreed to add Water supply and conservation as a top priority project.

7.2 St. Mary Lake Water Quality Update – North Salt Spring Waterworks District

Jeff Thompson reported the level of St. Mary Lake has risen to 40.9 metres and the lake is experiencing a non-toxic algal bloom.

7.3 Coordinator's Report

Coordinator Cowan presented the Coordinator's Report for November 20, 2015 to January 17, 2016.

It was noted a follow up action list from meeting minutes would be added to future Coordinator reports.

7.4 Technical Working Group Report

Don Hodgins presented Technical Working Group (TWG) progress and the following highlights were presented:

- Current activities planning:
 - Cusheon Lake – next steps;
 - Quantity – next steps;
 - General – aeration assessment;
 - TWG – indicate areas of interest/expertise, meet to discuss.
- St. Mary Lake monitoring:
 - Runoff measurements continue, we have good P and flow data for fall rains;
 - Rainfall – measurements continue;
 - Trend analysis – phosphorus and algal abundance analysis, minor revisions;
 - Septic – additional data collection, complete February.
- Reporting:
 - Final SML 2014-15 Septic report by D.O. Hodgins, currently being written (1/3rd complete);
 - SML 2014-15 P-algae Trend Analysis report by D.O. Hodgins for SSIWPA, under revision, public release in February;
 - Drought Analysis report – for information re quantity deliberations, review comments by Sprague received.

7.5 Steering - Technical Working Group Communications

D. Hodgins presented an update regarding communications between the Steering Committee and Technical Working Group.

7.6 Workplan April 1, 2016- Mar 31, 2017

Coordinator Cowan presented draft SSIWPA Workplan for April 1, 2016 to March 3, 2017.

It was noted North Salt Spring Waterworks District has undertaken consultation with property owners regarding raising of the weir and the proposed SSIWPA survey (IWMP Action item) could conflict with the consultation.

RPM Cermak presented an update regarding the Water Conservation Request For Proposal (item in the workplan). The consultant is in the process of preparing the report and the target date for presentation to the Salt Spring Island Local Trust Committee is April 2016.

By general consent, the Salt Spring Island Watershed Protection Authority agreed Chair Grams and Coordinator Cowan would expand the workplan to include a broader timeline.

By general consent, the Salt Spring Island Watershed Protection Authority agreed Coordinator Cowan will draft a letter to St. Mary Lake Watershed residents clarifying the work of each of SSIWPA's respective agencies in the watershed.

By general consent, the Salt Spring Island Watershed Protection Authority agreed to direct Coordinator Cowan to work with each agency representative on the Steering Committee regarding their agency response to the action items in the St. Mary Lake Integrated Watershed Management Plan.

7.7 Proposed Survey Cusheon and St. Mary Watersheds

Coordinator Cowan presented an update regarding the draft Cusheon Watershed Survey 2016.

There was discussion and the following items were noted:

- add a cover page to explain how the information will be used;
- add a mailing list option;
- remove the address question in section 17;

By general consent, the Salt Spring Island Watershed Protection Authority agreed to approve the draft Cusheon Watershed Survey 2016, as amended and Coordinator Cowan and D. Hewitt will update the survey and circulate to Cusheon Lake Stewardship Committee members as a pilot.

7.8 SSIWPA Outreach Events

7.8.1 2016 Water Fair

Coordinator Cowan reported the 2016 Rainwater Home Tour is scheduled on March 12, 2016 and the 2016 Water Fair is scheduled on March 13, 2016 11:00 a.m. – 3:00 p.m. at Gulf Island Secondary School.

7.8.2 MONAD Performance - Booth at Artspring Staffing Request

Coordinator Cowan reported the MONAD dance ensemble has developed an interactive performance about St. Mary Lake scheduled on February 24 and 27, 2016 at Artspring. Please send availability to volunteer at the event to Coordinator Cowan.

7.8.3 Alternative to Annual Open House

There was discussion regarding alternatives to the annual open house.

By general consent, the Salt Spring Island Watershed Protection Authority agreed Chair Grams will work with Coordinator Cowan and Don Hodgins to prepare an Annual Report for 2015.

7.9 Correspondence

7.9.1 Capacity-building Workshop

Coordinator Cowan presented an update regarding the 2016 Watershed Governance Capacity – Building Workshop.

By general consent, the Salt Spring Island Watershed Protection Authority agreed Coordinator Cowan would express interest on behalf of the Steering Committee and await further information.

7.9.2 M. Squires dated January 21, 2016 regarding St. Mary Lake Bio Manipulation Report

Coordinator Cowan presented the email from M. Squires dated January 21, 2016 regarding St. Mary Lake Updated Report “Can biomanipulation reduce algal biomass in SML Assessment of trophic levels& potential interactions in context of physical, chemical, and biological regimes Jan. 21 2016”.

It was noted D. Green advised he would talk to the Ministry of Environment regarding requirements for the grant.

By general consent, the Salt Spring Island Watershed Protection Authority agreed to refer the correspondence item to the Technical Working Group.

7.9.3 M. Squires dated January 22, 2015 regarding Comments to Communicate to Steering Committee and TWG

Coordinator Cowan presented the email from M. Squires dated January 22, 2016 regarding comments to communicate to Steering Committee and TWG.

By general consent, the Salt Spring Island Watershed Protection Authority agreed to refer the correspondence item to the Technical Working Group.

The correspondence items were received for information.

4.12 Meeting Schedule

SSIWPA Regular Meetings

January 22, 2016	10:30 am - 12:30 pm	SD64, 112 Rainbow Rd Portable
February 19, 2016	10:30 am - 12:30 pm	SD64, 112 Rainbow Rd Portable
March 18, 2016	10:30 am - 12:30 pm	SD64, 112 Rainbow Rd Portable

April 22, 2016	10:30 am - 12:30 pm	TBA
May 20, 2016	10:30 am - 12:30 pm	SD64, 112 Rainbow Rd Portable
June 17, 2016	10:30 am - 12:30 pm	SD64, 112 Rainbow Rd Portable
July 15, 2016	10:30 am - 12:30 pm	TBA
August 19, 2016	10:30 am - 12:30 pm	TBA
September 23, 2016	10:30 am - 12:30 pm	TBA
October 21, 2016	10:30 am - 12:30 pm	TBA

Technical Working Group

February 15, 2016	1:00 pm - 3:00 pm	SD64, 112 Rainbow Rd Portable
May 9, 2016	1:00 pm - 3:00 pm	SD64, 112 Rainbow Rd Portable
Sept 12, 2016	1:00 pm - 3:00 pm	TBA
November 14, 2016	1:00 pm - 3:00 pm	TBA

5. OTHER BUSINESS

5.1 Questions and Comments from Public

One member of the public suggested postal codes could be included in the Cusheon and St. Mary Watersheds Survey instead of addresses.

One member of the public questioned what is the purpose of the Cusheon and St. Mary Watersheds Survey? Coordinator Cowan and D. Hewitt (Cusheon Lake Stewardship Committee) will discuss this further and email a response to the questioner.

6. ADJOURNMENT

By general consent the meeting adjourned at 12:06 p.m.

George Grams, Chair

CERTIFIED CORRECT:

Sarah Shugar, Recorder



Coordinator's Report

January 17, 2016 – February 12, 2016

Meeting Admin:

Edited Draft Minutes 22 – sent to minute-taker, sent to staff and Chair

Created adopted minutes Nov 27 2015 and Closed meeting as well, uploaded to web, sent to staff for printing, signature

Created adopted minutes Oct 23, 2015 and Closed meeting as well, uploaded to web, sent to staff for printing, signature

New location for Feb and April meetings – venue internet testing for conferencing

TWG agenda Feb 15 created and sent

Posted TWG meeting on Driftwood events calendar

Feb 19, 2016 Steering Committee agenda package created and distributed

Project Management/Facilitation:

SSIWPA MEETING ACTION LIST:

Item 6.1 Jan 22 2016 - ACTION SSIWPA: By general consent, the Salt Spring Island Watershed Protection Authority agreed that the Minutes of November 27, 2015 be amended by replacing “publicly elected representative” with “member of an organization that falls under the Local Government Act.” in item 8 and that the minutes be adopted, as amended. **Completed**

Item 7.5 Jan 22 2016 ACTION SSIWPA: By general consent, the Salt Spring Island Watershed Protection Authority agreed to direct Coordinator Cowan to work with each agency representative on the Steering Committee regarding their agency response to the action items in the St. Mary Lake Integrated Watershed Management Plan. **Completed**

Item 7.6 Jan 22 2016 ACTION SSIWPA: By general consent, the Salt Spring Island Watershed Protection Authority agreed Chair Grams and Coordinator Cowan would expand the workplan to include a broader timeline. **Completed**

Item 7.6.2_Jan 22 2016 ACTION SSIWPA: By general consent, the Salt Spring Island Watershed Protection Authority agreed Coordinator Cowan will draft a letter to St. Mary Lake Watershed residents clarifying the work of each of SSIWPA's respective agencies in the watershed. ***In process***

Item 7.7 Jan 22 2016 ACTION SSIWPA: By general consent, the Salt Spring Island Watershed Protection Authority agreed to approve the draft Cusheon Watershed Survey 2016, as amended and Coordinator Cowan and D. Hewitt will update the survey and circulate to CLSC members as a pilot. ***Completed – will update electronic Feb 16-17***

7.8.1 AND 7.8.2_Jan 22 2016 ACTIONS: Volunteering to staff SSIWPA booth. Feb 24, Feb 27, Mar 13 at outreach events –**L Hunt and I deBie.**

Item 7.8.3 Jan 22 2016 ACTION: By general consent, the Salt Spring Island Watershed Protection Authority agreed Chair Grams will work with Coordinator Cowan and Don Hodgins to prepare an Annual Report for 2015. **Completed**

Item 7.9.1_Jan 22 2016 ACTION SSIWPA By general consent, the Salt Spring Island Watershed Protection Authority agreed Coordinator Cowan would express interest on behalf of the Steering Committee and await further information. **Completed**

Item 7.9.2 Jan 22 2016 ACTION SSIWPA: By general consent, the Salt Spring Island Watershed Protection Authority agreed to refer the correspondence item to the Technical Working Group. – **Completed Jan 22, 2016**

Item 7.9.3 Jan 22 2016 ACTION: By general consent, the Salt Spring Island Watershed Protection Authority agreed to refer the correspondence item to the Technical Working Group. **Completed.**

Outstanding Actions from past meetings:

to develop the coordination of a Development Information Package that would include RAR, construction bylaws and DPA 7 (Coordinator Cowan) – **in progress**

to request Capital Regional Director McIntyre to contact the Capital Regional Building Inspection office regarding a pollution barrier requirement for development in Riparian Areas. – **correspondence on this item Feb 11 2016**

<http://waterbucket.ca/wcp/2016/01/17/collaborative-watershed-governance-on-salt-spring-island-blueprint-for-a-resilient-response-to-climate-change/>

maps for Cusheon watershed received from B Dashwood for incorporation in survey, done edited compensation chart Water Fair, updated water fair budget as changes came in

Correspondence with Chris Laughlin re: resignation from TWG

Checking in with Clare Frater about IT involvement with Water Fair

Correspondence: CWPAC, two applicants (One was not a resident, and was more interested in supply committee – replied that SSIWPA will hold this application until there is a supply committee. Second was forwarded to Steering Committee for consideration.)

Each agency of SC was sent request to review the SML IWMP actions and reply to SSIWPA

Drafted parts of Annual Report 2015

Water fair confirmations for three participants, budget work, outreach for volunteers

Letters of acceptance written and sent to TWG (Fred Beall, John Harris, Kevin Chipperfield, Ian deBie, Katsky Venter, Jos Lussenburg, Julie Ann Ishikawa)

Letter of acceptance to Doreen Hewitt for steering committee, written for Chair and sent

Correspondence: Data sharing Squires-Bodaly and SSIWPA, email reply

Water Fair organizing meeting Feb 4

Site visit for Water Fair Feb 3

Correspondence, scheduling for Water Fair and meeting of organizers

Workplan revisions Sat feb 6

Invoicing correspondence with SD64

Revisions to survey from Doreen Hewitt and Kevin Chipperfield, edits completed

Networking, communications Conservancy, CRD, events and research opportunities

Water Sustainability ACT info – well owners, groundwater – Julie Ann article in Watermark Feb 2016

erosion images for Cusheon survey requested and received

Outreach and Communications:

Correspondence: water fair, TAC lunch, SSIWPA workshop representation

Correspondence with member of the public Jan 28 and 29 (for information in agenda)

Correspondence with CRD K Campbell re: Beddis System User Contact List

Correspondence Bob Sandford re visit

Correspondence with Dale Green, Director McIntyre about March 8 Capacity-Building Workshop

Replied to N. Overduin about the Mar 8 workshop

Correspondence (addressed to Coordinator, not SSIWPA) with Mayor of Kimberley (Don McCormick) and Chris Cole Timberwest about case study of effects of “eliminating logging” from watersheds

Website updates: Added all adopted minutes, added tax requisition and other LTC documents prior to Feb 11, 2016 LTC meeting, made two news posts, updated calendar, continued to upload to document library items from old website (not yet transferred – still in process)



**Salt Spring Island Watershed Protection Authority
TECHNICAL WORKING GROUP TERMS OF REFERENCE**

**Adopted August 29, 2013
Amended March 3, 2014
Amended February 2, 2015
Amended September 14, 2015
Amended January 29, 2016**

Background

The Salt Spring Island Watershed Protection Authority (SSIWPA) was created in 2012 to provide a coordinated approach to watershed management and the protection of fresh water resources on Salt Spring Island. SSIWPA is comprised of agencies and government organizations with responsibility and authority for the use and management of the water and the watershed.

The Salt Spring Island Watershed Protection Authority identified the need for a Technical Working Group (TWG) to assist with the technical work of the SSIWPA, objectively assessing scientific research to date, identifying gaps in the information, and researching solutions. The SSIWPA is responsible for governing the process and making decisions about contracting, work planning, and milestones.

These Terms of Reference (ToR) outline the roles and responsibilities of the Technical Advisory Committee for the Salt Spring Island Watershed Protection Authority.

Please refer to the Terms of Reference for the Salt Spring Island Watershed Protection Authority. The TWG ToR may be amended by the SSIWPA if required by changes to scope of work, membership, timeline, or other matters.

Purpose

The purpose of the TWG is to provide balanced and science-based, technical advice to the SSIWPA, and through it, to its member agencies. The advice of the TAC is to be impartial and objective, drawing on collective expertise to identify watershed issues and to develop workable solutions that reflect the best available science, innovative technologies and consensus approaches.

Mission

The TWG exists to provide science-based, technical advice about water and watershed science to the SSIWPA, and through it, to its member agencies. It aims to be a trusted source of scientific expertise and knowledge on Salt Spring Island for sustainable watershed management and source water quality and

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quantity assessment. As directed by SSIWPA Steering Committee, may be called on to generate and analyze scientific data, and/or to peer review existing technical information.

Objectives

The TWG's approach is to be science based. The following tasks are among its duties:

1. To assemble and collate existing information and data on causes of the deterioration of source water quality in general, and in Salt Spring Island Island's drinking water sources in particular.
2. To identify critical information gaps and fill them.
3. To assess priorities for watershed projects/programs.
4. To advise on the technical costs, benefits and timetables for water management/remediation projects.
5. To advise on stewardship practices to protect water quality, quantity and other interests, including seasonal flow or contamination issues.
6. To advise on technical aspects of existing or proposed water-related legislation and policies.
7. To integrate research that supports watershed management recommendations including:
 - a. Proposals to remediate surface water quality and address root causes of watershed ecosystem decline;
 - b. Assessing the needs of fisheries, wildlife and other environmental resources;
 - c. Helping to establish the ecological limits of surface water and ground water watersheds;
 - d. Emerging research on climate change impacts;
 - e. New technologies and approaches;
8. To assess the value of programs and other implementation tools that conserve or enhance water quality and supply.
9. To submit to SSIWPA as directed, position papers, briefing notes or verbal presentations.
10. To make its work and its recommendations available to SSIWPA and to the community by means of a digital online library, to be contained within the SSIWPA web site.
11. Changes to these Terms of Reference or to the TWG's scope of work, membership, timeline, or other matters may be made by SSIWPA as it considers appropriate.

Scope and Geographical Areas

Initially, the work of the TWG will be to focus efforts on peer reviewing and updating the St. Mary Lake Watershed Management Plan, focusing on a robust assessment of actions that will serve to remediate the raw water and on the protection of the St. Mary Lake watershed. AS SSIWPA's focus is expanded to include other Salt Spring Island watersheds, the TWG's tasks will be adjusted accordingly. (Cusheon watershed focus begins September, 2015)

Membership

SSIWPA TWG membership will be comprised of not more than nine members at any time. Membership will be determined by consensus of the SSIWPA, in consultation with each member organization.

Member appointed by SSIWPA will have experience or expertise in one or more of the following areas:

- Limnology
- Aquatic Biology
- Soil science

- Environmental Restoration
- Environmental Science
- Hydrology
- Chemistry
- Toxicology
- Watershed protection
- Water resources Engineering
- Civil Engineering
- Mathematics
- Environmental Engineering

Invitations will be extended, but not limited, to representatives from Environment Canada, Fisheries and Oceans Canada, Provincial Ministry of Environment, Ministry of Forest, Lands, and Natural Resource Operations, Capital Regional District, Vancouver Island Health Authority, North Salt Spring Waterworks District, Salt Spring Island resident experts, and academic institutions.

Four of the members shall be appointed to terms of twelve months and three of the members shall be appointed for terms of two years, as specified by SSIWPA at the time of appointment. Thereafter, membership is for a two-year term, with the possibility of renewal.

Members are to serve without remuneration.

Chair

At the initial meeting of the TWG, and then every 3 to 6 months, as determined by general consensus of the TWG, a Chair of the committee will be elected. The chair may serve additional terms, up to a maximum of six consecutive years. The chair is to serve without remuneration.

The Role of the TWG Chair is to include:

1. Liaise with the SSIWPA Steering Committee Chair, Coordinator and TWG members to set agenda topics.
2. Ensure distribution of TWG meeting notes to TWG members through the SSIWPA Coordinator.
3. Liaise with SSIWPA Coordinator, SSIWPA Steering Committee, and Islands Trust to effectively facilitate and coordinate the TWG.
4. Provide TWG progress reports in SSIWPA meetings, with TWG approval of messaging content.

SSIWPA Coordinator will act as facilitator and recorder for formal TWG meetings, unless otherwise arranged and agreed to by both SSIWPA Steering Committee and TWG. TWG Chair and Coordinator may agree to work together to facilitate TWG meetings, to better allow the TWG Chair to participate in the discussions and technical proposals. The SSIWPA Coordinator assists TWG with its group process functions within and outside of TWG regular meetings, to the extent that coordination resources allow.

Guidelines for Decision-making

Decision-making is by consensus. Consensus is defined as agreement by each member, and is achieved through an iterative process: a) proposal, b) clarification and discussion stage, c) proposal modification (with assistance by those suggesting change; as necessary), and finally, d) agreement by consensus, or withdrawal of proposal, by consensus.

There are two levels of Consensus, Full and Working:

Full consensus – all representatives agree and support the decision;

Working consensus – not all members support the decision, but all can agree to respect the decision. Those standing aside note their reasons for the record.

Where Consensus is not reached on the first go-round, issues/proposals may be tabled at subsequent meetings of the TWG, but no more than three times for a single proposal/issue. If Consensus cannot be achieved at the third tabling, a majority and a minority opinion statement will be recorded in writing in the meeting notes. Every effort will be made to explore, understand and accommodate the interests of dissenting viewpoints.

Meetings

TWG will hold public meetings a minimum of four times per calendar year. TWG Chair will report monthly on TWG progress and current activities in SSIWPA monthly meetings, which are open to the public. Some or all of the TWG members may meet informally to discuss science and technical matters, but not to make decisions or recommendations to SSIWPA, as frequently as required, at a location mutually agreed to by TWG committee members.

Notice of Meetings and Minutes

Notice of the date, time and location of all TWG meetings will be posted by the Coordinator to the TWG and SSIWPA Steering Committee Chair by email, and will be posted publicly on the SSIWPA website. Agendas and approved minutes will also be posted to the SSIWPA website under the TWG agendas and minutes page.

Conduct

TWG members and observers will be expected to behave with due decorum. That is to say:

Meetings will be conducted with decorum, and generally follow Robert’s Rules of Order as interpreted by the Chair and/or Facilitator;

Communications at all meetings will be respectful, considerate, honest, and issue-focused;

All viewpoints will be encouraged, respected, and considered;

Participants will make every effort to resolve issues at the table, and will avoid seeking alternative decisions outside this process;

Participants should have a common understanding of the mandate of SSIWPA and the TWG, and demonstrate mutual respect to other participants.

Funding

It is anticipated that the representative agencies of the SSIWPA will contribute funding for a SSIWPA Coordinator, to work with the TWG, as well as the SSIWPA. As appropriate, the representative agencies will also provide additional funding in support of agreed to initiatives and in-kind administrative support like meeting rooms, communications, and secretarial services.

Other funding will be pursued opportunistically and as required.

It is anticipated that some of the work cited under “Objectives” will be accomplished by contractors.

Conflict of Interest

TWG members must take a precautionary approach to ensure that issues of potential or perceived conflict of interest are clearly identified as part of the process.

Publication Protocol (version adopted November, 2015)

1. Raw data from any SSIWPA-TWG monitoring programs (e.g. St. Mary In-Lake, or Runoff programs) will be shared amongst all TWG members as they become available, as and if requested.
2. Raw data will be logged and stored in hardcopy form and/or electronic form by the Program Manager in the form of a deliverable for the specific SSIWPA monitoring program.
3. Data analysis results and working spreadsheets will be shared amongst TWG members at the sole discretion of the person who created them. Once distributed, data contained in such spreadsheets may then be used by the recipients for their own scientific purposes.
4. Reports dealing with interpretation of the data will (ideally) be written to acceptable scientific standard and will be authored by the person(s) who create them. Authorship can be worked out on a case-by-case basis.
5. Selection of subject matter and scope of such reports will be determined by the person(s) who write(s) the report.
6. Reports created under 4 & 5 above may be distributed to TWG members for information and/or request for comment, at the discretion of the author. Subject to correction or editing, such reports may be forwarded to the SSIWPA steering committee and published on the SSIWPA website with permission of the author.
7. Reports requested by SSIWPA steering committee, by consultants working for SSIWPA, or required as a deliverable of a SSIWPA monitoring program, will be authored by the person(s) preparing them, or will be considered TWG-authored (such as the material prepared for the SDM process). Authorship will be worked out on a case-by-case basis in advance of preparation.
8. Copyright for authored reports will remain with the author(s).
9. Scientific papers prepared under 4 & 5 above may be submitted for publication without permission of TWG or SSIWPA. Such papers will acknowledge all contributions of data, financial support and expertise from others.

Schedule A: Role of TWG 2013-15: St. Mary Lake Focus

- In the short term, the TWG will be requested to assess the “Review of St. Mary Lake Restoration Options,” by Ken Ashley (2008) that was prepared for Deborah Epps (Ministry of Environment), and add consideration of any potentially viable solutions that may have been omitted. The TWG will be asked to undertake a cost-benefit analysis of each option, identifying and attempting to fill any information gaps that may exist.
 - Subject to funding, assistance from consultants may be required to assist with analyzing data and information that is beyond the capacity of the TWG as a committee of volunteers.
 - A major role for the TWG will be to participate in a structured decision-making process and evaluate the recommended options, with stakeholders, in a systematic and thorough way that builds consensus in the process. The final result will be a short list of peer reviewed, community generated actions that can be used to update the St. Mary Lake Watershed Management Plan and that the SSIWPA can seek to implement.
 - Other tasks may be assigned as the process unfolds and water quality issues in St. Mary Lake are better understood.
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Schedule B: Role of TWG: 2015+: Cusheon Lake Focus

- In the short term, the TWG will be requested to review and assess technical papers and other resources regarding the Cusheon Lake Watershed. Reports include:
 - “Apparent sources of P affecting Cusheon Lake Salt Spring Island, BC, by J. Sprague (2007). Available at <http://ssiwatersheds.ca/technical-and-other/>;
 - “Cusheon Watershed Management Plan” by Cusheon Watershed Management Plan Steering Committee, (2007). Available at: <http://www.islandstrust.bc.ca/ltc/ss/pdf/sscusheonlkwatershedplan.pdf>
- Attendance and consideration of scientific and community values/issues or concerns regarding the Cusheon watershed, as presented to the SSIWPA
- The TWG will be asked to undertake a cost-benefit analysis of each option, identifying and attempting to fill any information gaps that may exist.
- Subject to funding, assistance from consultants may be required to assist with analyzing data and information that is beyond the capacity of the TWG as a committee of volunteers.
- Other tasks may be assigned as the process unfolds and water quality issues in Cusheon Lake are better understood.

Changes this version:

Added the Publication Protocol within the document.

Activity	Management Actikon	Start Date	Finish Date	% Complete	Sept 15		Oct 15			Nov 15			Dec 15			Jan 16			Feb 16			Mar 16			Apr 16			May 16			Jun 16			Jul 16			Aug 16			Sept 16			Oct 16			Nov 16			Dec 16			Jan 17																				
					14	21	28	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	1	8	15	22	29	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28	5	12	19	26
Coordination, Funding, Admin		11/16/15	5/31/16	27%																																																																				
LTC-SSIWPA project: Conservation and Supply Consulting NSSWD area																																																																								
Grant proposal: HCTF for SML IWMP actions, Cusheon survey and stewardship actions		2/1/16	5/31/16	0%																																																																				
Budget CRD for 2016		11/16/15	3/14/16	0%																																																																				
Tax Requisition funding request for SSIWPA		1/1/16	3/31/16	100%																																																																				
Outreach and Watershed Stewardship Education		9/21/15	6/30/16	4%																																																																				
Fall Fair		9/21/15	9/24/15	100%																																																																				
Water Fair (incl. IWMP workshop action)		1/1/16	3/31/16	0%																																																																				
MONAD		2/1/16	2/29/16	0%																																																																				
SML : Three common perceptions challenged by the SSIWPA 2014-15 monitoring program_ M Squires		2/1/16	2/29/16	0%																																																																				
SML: Septic Final Presentation 2014-15_ D Hodgins		2/1/16	2/26/16	0%																																																																				
SML Celebration at the lake		6/1/16	6/30/16	0%																																																																				
Open house		11/27/15	11/27/15	100%																																																																				
annual report		2/29/16	2/29/16	90%																																																																				
St Mary Lake		9/21/15	10/31/16	7%																																																																				
SSIWPA IWMP Final and Printing		12/1/15	12/1/15	100%																																																																				
Reporting: REFBC, Berman Fdn, Prov. Ministries		10/5/15	10/16/15	100%																																																																				
Press Releases: DW, Van island		9/28/15	10/16/15	100%																																																																				
Public WQ sampling program presentation by Dr. Squires		10/5/15	10/9/15	100%																																																																				
Stormwater monitoring: TWG	MA1	10/26/15	3/31/16	0%																																																																				
Septic : TWG	MA2	10/12/15 11/9/15 1/1/16	10/16/15 11/13/15 2/29/16	100% 100% 0%																																																																				
Quality monitor: TWG, CRD, NSSWD	MA3																																																																							
BMP draft complete	MA4																																																																							
Survey - help to create BMPs brochures/education	MA5	2/1/16 7/4/16	4/29/16 10/31/16	0% 0%																																																																				
HCTF Seed Grant May	MA5, 6, 9, 12, 16	3/1/16	5/31/16	0%																																																																				
Workshops: March 13, another in fall 2016	MA6	3/1/16 5/2/16	3/31/16 5/31/16	0% 0%																																																																				
Cowichan Trip Report (Sept 18)		9/28/15	10/9/15	100%																																																																				
EFP Group workshop, SSIAA, David Tattam	MA7																																																																							
Signage - CRD (HCTF funding? May)	MA8	3/1/16	10/31/16	0%																																																																				
Committee meetings and coordination, event production	MA9																																																																							
Kids for Creeks - liaise, Water Fair	MA10	9/28/15 11/9/15	10/9/15 11/27/15	100% 100%																																																																				
Septic: existing septic brochure education (mail outs, events)	MA11	9/21/15 2/1/16	9/25/15 3/31/16	100% 0%																																																																				
SML Survey - includes septic question	MA11	8/1/16	9/30/16	0%																																																																				
Part of HCTF May grant	MA12	3/1/16	10/31/16	0%																																																																				
Apply Grant HCTF for MAs 10, 16	MA13	3/1/16	5/31/16	0%																																																																				
EcoAction Grant applied in 2016 (implement 2017)	MA14, 15	2/2/16 6/1/16	2/29/16 10/31/16	0% 0%																																																																				
keyline workshop: Hatchet n'Seed	MA16	3/1/16	3/31/16	0%																																																																				
POLIS Capacity Building Workshop	MA6	3/1/16	3/31/16	0%																																																																				
TWG Reports		1/1/16	3/31/16	48%																																																																				
Algae and phosphorus - Dhodgins		3/1/16	3/31/16	0%																																																																				
Can biomanipulation alter algal blooms..? M Squires final others...		1/1/16	1/29/16	100%																																																																				
Cusheon Lake		9/18/15	1/31/17	5%																																																																				
Review Cusheon Management Plan 2007		11/2/15	1/29/16	0%																																																																				
Identify Data Gaps in 2007 plan		1/1/16	1/29/16	0%																																																																				
Survey pilot for BMPs and education info		11/23/15	1/29/16	0%																																																																				
Creek monitoring liaison with independent scientists		9/21/15	1/31/17	0%																																																																				
Cusheon public meeting, presentations to SSIWPA		9/18/15	10/23/15	100%																																																																				
Supply/Conservation		10/26/15	4/1/16	0%																																																																				
TWG problem identification, modelling project draft steps		10/26/15	4/1/16	0%																																																																				
Steering committee expansion for groundwater expertise		11/9/15	3/31/16	0%																																																																				

Item 6.7
1 of 2 pages

SSI Watershed Protection Authority Adopted Budget		
Period: April 1, 2016 - March 31, 2017 (as amended February 14, 2016)		
<u>Revenue</u>		
Budget Item	Source	Amount
Coordination	Tax Requisition	110,500.00
SML-Plan	Capital Regional District ¹	20,400.00
SML-Plan	Grants ²	25,800.00
Cusheon	Capital Regional District	5,000.00
	Total Income	161,700.00
<u>Expenses</u>		
Coordination	Coordinator contracts	85,000.00
Coordination	Events and Communications	5,300.00
Coordination	Meetings*	8,000.00
Coordination	Administration Levy	12,000.00
	subtotal	110,300.00
SML-Plan	Stormwater (MA1)	11,900.00
SML-Plan	Septic (MA2)	4,000.00
SML-Plan	Lake chem, sediment	27,000.00
SML-Plan	Education MA 6, 8	5000**
SML-Plan	Riparian/Biodiversity (MA12) ³	not assessed
	subtotal	42,900.00
Cusheon	Monitoring ³	not assessed
	subtotal	-
	Total Expenses	153,200.00
	Surplus	8,500.00

¹ CRD amounts subject to change

² Grant funding applications pending

³ If needed, to be covered by estimated grant surplus

CRD budgeting for SSIWPA projects 2016-17

NOTE: The budget items below are subject to change depending on SSIWPA steering committee decisions and with CRD approval.

By email on Feb 2, 2016 from Director McIntyre and Dale Green, SSIWPA Steering Committee

Financials (funds available for 2016):

Reserve fund	\$23,780
Gas Tax funds remaining for SML**	\$9,100
Stormwater funds set aside with Gas Tax funds**	\$10,000
2016 requisition minus my costs*	\$3,500
Total available	\$46,380

* Total requisition is 20,500 and I'm taking out my labour (approx. 10 hr/month is \$13,000/year) to coordinate, attend meetings (plus travel costs) and a bit of money for mapping and other staff support to SSI/SSIWPA.

** These two are in the same budget (this is the remainder of the \$45,000 from the staff report last year). We are in surplus due to less sampling and the refund on the water quality instrument

Commitments:

Water monitoring – Phase 1 finish	\$3,000
Septic monitoring – verification	\$1,000
Septic wells clean-up - well removal/filling in	\$3,000
Help with two workshops – perhaps send 1 CRD staff	\$1,400 (includes time and prep)
Septic Education (CRD assistance)	\$2,000
Biodiversity Inventory -unknown but CRD not primary funder, we will support if asked I think	
SML Monitoring Phase 2 plus lake sediments	\$10,000 - \$20,000
Cusheon Lake (perhaps held as 2016-2017)	\$5,000 - \$10,000
Total estimate of spending	\$25,400 - \$40,400

Shannon's Notes:

Biodiversity Inventory will depend on grant application going in May to HCTF, with Islands Trust as fund recipient.



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SSIWPA Annual Report - 2015

Purpose of Report	Page 2
About SSIWPA	Page 3
2015 Goals	Page 4
2015 Achievements & Lessons Learned	Page 5
Workplan for 2016	Page 6
Financial Summary	Page 7

Purpose of Report

The purpose of this report is to communicate an overview of the goals and achievements in 2015, SSIWPA's second full year. It will also expand on lessons learned, yielding next steps for the 2016 fiscal year, and provide a financial summary for 2015.

About SSIWPA

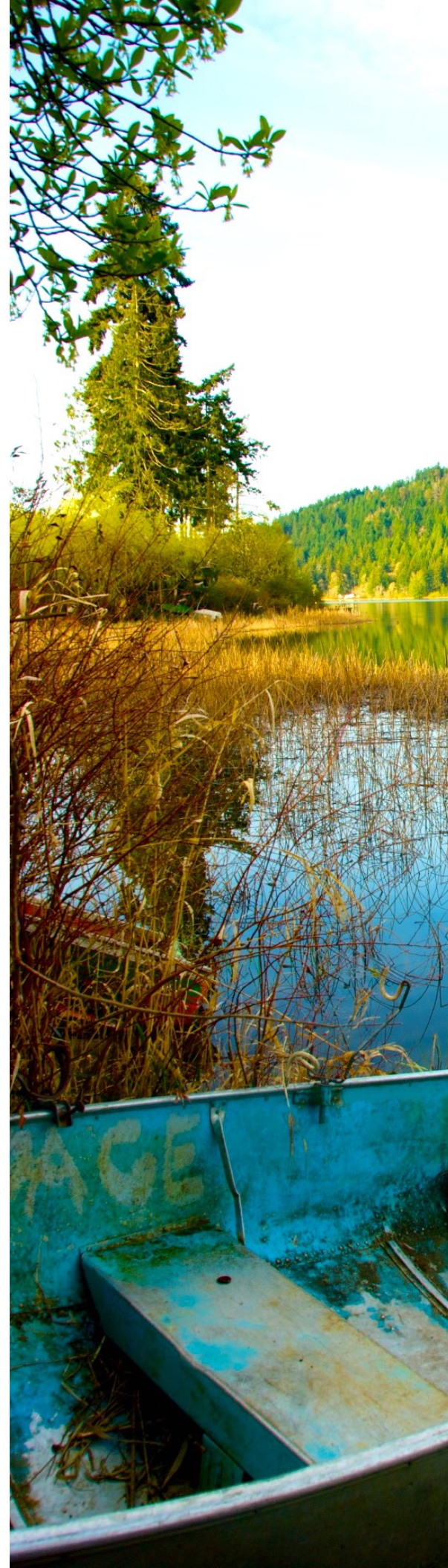
Formed of member agencies from local, regional and provincial governments, SSIWPA is a leader in collaborative watershed governance in the province of British Columbia. SSIWPA serves as a forum for the sharing of information between agencies responsible for related but distinct areas of watershed management. Collectively, SSIWPA formulates and recommends policies and strategies for watershed management, and engages multiple stakeholders for evidence-based decision-making that takes the breadth of local values into account, within an ecosystem health context.

“SSIWPA aims to cooperate on the development and implementation of policies and initiatives for improved raw water quality and coordinated management of quantity of Salt Spring Island’s water sources.”

SSIWPA’s Steering Committee meets monthly, and forms the main coordinating body of SSIWPA. While SSIWPA can coordinate communications and monitoring, outreach and education, as well as policy recommendations, any policies recommended by SSIWPA Steering Committee must be endorsed and/or implemented by individual member agencies.

SSIWPA’s multidisciplinary Technical Working Group is comprised of members-at-large, working together with government scientists, whose areas of expertise lie in the various fields of science related to water and watershed health (for example limnology, hydrogeology and geology, engineering, water chemistry, forest sciences, soil sciences, zoology, etc.).

The Steering Committee also relies on input from public advisory committees, that provide a perspective on locally-relevant community values and information with regard to proposed policies and planning and implementation in watershed management actions.



SSIWPA's primary goal for the year was the preparation of an integrated watershed management plan for the largest surface source of drinking water on Salt Spring Island, St. Mary Lake. Subsidiary goals that were necessary in order to complete the management plan were several:

- the receipt of the Technical Advisory Committee's lake condition assessment with management action options for remediation identified and rated¹
- the establishment of an advisory body that was able to represent the public view to the steering committee and in the structured decision making process (see bullet below) in terms of how the management plan would align with the community's environmental, financial and social values.
- to use a structured decision making process to identify and sort appropriate management actions for stewardship or remediation of the lake.
- to increase the workload capacity and scope of the Authority through sourcing grants and outside funds to supplement the tax requisition.



¹ 2014-15 monitoring program results interpretation (nutrient input quantities: in-lake, septic soil water samples, watershed runoff, atmospheric deposition, bird deposition, and phyto-and zoo-plankton samples)

SSIWPA achieved its goals for 2014-2015. The main achievement last year was the completion, publication and adoption of the St Mary Lake Watershed Management Plan which has some key messages. The main one is that there is no need for this community to incur the very significant cost that would be necessary to instal a central sewage system to serve properties around the lake. Septic systems contribute only minimally to the phosphorus load on the lake which field studies have demonstrated is stable over time, although phosphorus content varies seasonally.

Over the coming year the agencies that comprise SSIWPA will be working together, with our expert group of technical and scientific volunteers, with outside consultants and with our community to make progress in two important areas. The first is a review of the supply side of our island potable water resources and what measures need to be put in place to ensure we use those resources efficiently and sustainably. That exercise is crucial in ensuring future supplies for the likes of the affordable housing projects currently on line, and for other important initiatives that our OCP recognized as desirable.

SSIWPA has also begun the studies that will lead to the preparation of a revised management plan for the Cusheon Lake watershed which supplies potable water to the many dwellings around the lake. Like St. Mary lake, Cusheon Lake has been suffering algal blooms in recent years, some of which were toxic.

This year the Ministry of Forests Lands and Natural Resources has joined SSIWPA's steering committee. We have also successfully attracted several new members of the technical working group, thus increasing the array of technical and scientific skills available to our community.

Lastly, the Partnership of Water Sustainability in BC has featured SSIWPA on its website, describing our unique management model as a "Blueprint for a Resilient Response to Climate Change" and extolling our approach to watershed management. The article is available on the Partnership's website at <http://waterbucket.ca/>. It is because of the support of island residents that we are able to continue the work seen by the Partnership for Water Sustainability and others as an exemplar of good watershed governance. We extend our thanks to our community for funding the important work that SSIWPA undertakes.

Workplan for 2016



Activity	Management Action	Start Date	Finish Date																																											
				Sept 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16	Jun 16	Jul 16	Aug 16	Sept 16	Oct 16	Nov 16	Dec 16	Jan 17	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
Coordination, Funding, Admin																																														
LTC-SSWPA project: Conservation and Supply Consulting NSSWD area		2/1/16	5/31/16																																											
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Water Fair (incl. IWMP workshop action)		9/1/16	3/31/16																																											
MCRAD		9/1/16	2/28/16																																											
SML - Three common perceptions challenged by the SSWIPA 2014-15 monitoring program, M Squires		9/1/16	2/28/16																																											
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St Mary Lake																																														
SSWIPA IWMP Final and Printing		9/21/15	10/31/16																																											
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Stormwater monitoring: TWG	MA1	10/26/15	3/31/16																																											
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Quality monitor: TWG, CRD, NSSWD	MA3																																													
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Survey - help to create BMPs brochures/education	MA5	2/1/16	4/29/16																																											
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HCTF Seed Grant May	MA5, 6 & 9, 12, 18	3/1/16	5/31/16																																											
Workshops: March 13, another in fall 2016	MA8	3/1/16	3/31/16																																											
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Review Cusheon Management Plan 2007		11/2/15	1/29/16																																											
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Steering committee expansion for groundwater expertise		11/9/15	12/31/15																																											

Financial Summary

SSIWPA's core funding of \$119,500 was provided by Saltspring Island taxpayers in the form of a special property tax requisition raised through the Islands Trust. In addition, SSIWPA member agencies provided considerable financial support for integrated management planning, research and monitoring related to the preparation of the St. Mary Lake Integrated Watershed Management Plan.

SSIWPA would like to acknowledge the generous grants awarded during 2015 towards its project areas. Thanks to British Columbia Real Estate Foundation for its grant of \$20,000 to Islands Trust for the unique St. Mary Lake multi-stakeholder planning process. Thanks to the Province of British Columbia for a Water Protection and Sustainability Grant of \$7,000 through the Ministry of Environment to Capital Regional District for the completion of plankton sampling and analysis at St. Mary Lake. Finally, SSIWPA acknowledges the generous donation of \$10,000 to Islands Trust from the Philip and Muriel Berman Foundation, \$7,500 of which was used in support of the multi-stakeholder planning process and \$2,500 of which was used in support of water quality monitoring.

With the generous grants mentioned above, SSIWPA was able to reduce the special property tax requisition amount in 2015-16.

SSIWPA would like to thank its member agencies, especially the contributions by Capital Regional District (\$35,000 in gas tax revenues and \$10,000 in stormwater program revenues) and the public (whole property taxes accounted for \$119,500 in revenues to Islands Trust). Without these operating funds, SSIWPA would not have been able to achieve any of its goals.



Financial Summary



Revenues	Budget Amounts ²	Actuals (December 31, 2015)
Tax requisition	119,500	119,500
Grant Revenues ³	30,000	37,000
CRD (Monitoring - gas tax + stormwater)	45,000	45,000
CRD (IWMP planning)	3,500	3,500
Island Health (Monitoring)		4,620
Islands Trust (IWMP - Special Operations)	22,043	22,043
NSSWD (IWMP)	500	500
Total	220,543	232,163
Expenditures		
Coordination (includes meetings, events)	97,000	87,506
IWMP Consultant	28,000	49,376
Administration (Trust)	12,000	5,564
SML Monitoring - plankton	7,000	7,000
SML Monitoring - water quality *	44,920	28,384
SML Monitoring - septic *	25,000	25,073
Contingency	10,000	0
Total	223,920	202,903
% remaining	8%	

² The budget is for January 1- 2015 - December 31, 2015. Some revenues were received partially in 2014.

³ REFBC - \$20,000; Philip and Muriel Berman Fdn - \$10,000; British Columbia Ministry of Environment Watershed Sustainability Grant - \$7,000

* significant portion of expenses were incurred in previous calendar year for monitoring at St. Mary Lake, but included here as related to total revenues on that project

Item 6.10.2

Re: Invitation to SSIWPA Open House, or other event

On Tue, Jan 26, 2016 at 11:45 AM, Robert Sandford <robert.w.sandford@gmail.com> wrote:
Hi Shannon,

It seems that I can't get away from what you are doing in terms of water on Salt Spring Island. Kim Stephens keeps raving about you and I ran into one of your members (Eric McVitty) on New Year's Day who suggested that if there was one place in this country that I had to go and speak was to the membership of your organization. Know that you are held in high regard.

I hope you will let me know if there is an opportunity for me to visit and perhaps share my experience with water and learn more about what you are doing from you and your members.

Bob Sandford
EPCOR Chair, Water Security
United Nations University
Institute for Water, Environment & Health

Reply from SSIWPA Coordinator

Sent to: Bob Sandford via email
January 27 2016-01-27

Hello Bob,

cc: George Grams, Islands Trust

Thank you for your kind note.

Unfortunately, I don't seem to know an Eric McVitty, so I'm not sure whether his reference and my organization are one and the same!?

I've copied this reply to our Steering Committee Chair, George Grams.

Since you are not available for our upcoming March 13th Annual Island Water Fair,
I will take your kind offer to visit and speak/share information forward to the February agenda with our Steering Committee to allow that group to consider the when and how.

I will be in touch!

Best wishes,
Shannon

Chris Laughlin Departure from SSIWPA-TAC effective February 1, 2016

Email notification as follows:

On Wed, Jan 27, 2016

<Chris.Laughlin@viha.ca> wrote:

Hi Shannon as I had mentioned at the November 2014 meeting when asked about the duration of my involvement on the TWG I had stated 1 more year and then assess at that time.... I have recently adjusted my hours to give me more time on saltspring due to the growing demand and workload so **I will be resigning from the TWG committee as of Feb 1st 2016**. In reference to cushion lake I do have a 2000 septic survey that was very specific to one area of the lake so I have been updating the survey to include all of the properties around the lake similar to the survey I conducted on St. Mary lake. It has sewage disposal system setbacks, potential hot spots and some sewage disposal locations so if Don or someone else on the committee needs this information they can contact me. If the committee requires any information or interpretation on sewage disposal, drinking water or recreational water and the specific regulations I would be happy to assist.

To: SSIWPA
From: Received from Maggie Squires February 3, 2016 via email:

No thank you to funding.

Previous correspondence on this topic:

On Tue, Feb 2, 2016 at 4:35 PM, Shannon Cowan <ssiwpacoord@gmail.com> wrote:

Hello Maggie,

Thank you again, for the report you sent to me to forward to SSIWPA, a few weeks ago.

I'm getting back to you in order to update you on the progress of the SML "Can biomanipulation..." paper.

- 1) Steering Committee has sent it to Technical Working Group to review.
- 2) Dale Green is discussing the parameters of the MOE grant with MOE personnel (not Michelle or Deb, but the Victoria office that actually funded the work), to see if there is any need for a separate report to satisfy the funding agreement.

This email is also to ask whether you have received my email dated 1 December, 2015 regarding your request for funding of plankton analyses in Cusheon watershed? If so, do you have any response? If not - here is content of that email here below to jog your memory.

I have not received any reply to it.

If you'd like to have an in person discussion of any of these items, I'm available before or after the Water Fair meeting on Thursday this week - 9:30 or at 11 - we could chat at the library.

Sent by Coordinator to Maggie Squires December 1, 2015 as action item from SSIWPA regular meeting November 27, 2015 :

Hello Maggie,

Thank you for the information about the current Cusheon-Blackburn sampling program that you have shared with SS SSIWPA acknowledges that it (and others in the community) are benefitting from your passion and skill (and dedication) for this work (and your work in SML).

At it's November 27, 2015 meeting, SSIWPA received the request for funding from you and Drew Bodaly, in order to analyze abundance and biomass in each of 48 zooplankton, and 48 phytoplankton samples. The request totals \$16,800.

SSIWPA asked me to contact you regarding the Terms of an Agreement for Funding & Data sharing. Attached is a DRAFT that could be used to formalize the agreement, if SSIWPA were to agree to funding the project

If you agree on these revised terms for data sharing (attached DRAFT) SSIWPA has agreed to forward the funding request to its Technical Working Group in order to determine how the proposed plankton analyses might fit into the recommendations for the Cusheon watershed. (TWG is currently expanding. Once this is completed, there will be enough person-power in the group to conduct a review of the 2007 Cusheon Management Plan, including the presentations given Sept 28, 2015 by community groups and independent researchers). SSIWPA does not have the capacity to allocate coordination funding (the operating funds for the SSIWPA budget items)

for this request, so the capacity to fund the analysis of plankton samples would depend on one of the following options, similar to previous sample analyses in SML:

- a) A SSIWPA member agency agreeing to support the project (Ministry of Environment, Min. FLNRO, or CRD are most likely).
- b) A successful grant application written by SSIWPA, with assistance from coordinator and one of the appropriate member agencies (most likely CRD), which meets grant funding requirements (e.g. not-for profit status), and which is also capable of receiving and disbursing funds for this purpose (i.e. sample analysis).

Please would you take some time to review the DRAFT Funding and Data Sharing Agreement, and respond to me, so that I may communicate your response to Steering Committee prior to forwarding the request to the TWG.

Thank you, Shannon Cowan for SSIWPA

On Wed, Jan 27, 2016 at 9:31 PM, <A member of the public> wrote:
Hi Shannon,

I have been unable to locate any record of response by SSIWPA to my Nov. 28 email, essentially requesting that SSIWPA read the **recent POLIS report 'Ensuring the Sustainability of BC's new Water Sustainability Act'** and send their comments to BC Government asap, as the final 3 months of the regulations supporting this Act are quickly diminishing.

If there is a recorded response to this will you please send me the link, and a copy of their communique to BC Government. If there is not, I am troubled by the lack of response. Since posting of approved minutes of the Steering Committee are delayed, necessarily makes follow-up like this slower.

Please record this communique and their response to it in the minutes of the next Steering Committee meeting.

Thanks.

Reply from Coordinator
Via email dated 2016-01-28
To: Member of the public, cc: Chair George Grams

Hello Member of the public,

cc: SSIWPA Chair and Islands Trustee Grams

Thank you for your communication and follow up. Your letter dated November 16, 2015 was added in the Steering Committee Agenda Package as Addendum November 27, 2015. It was received by the committee under correspondence, for their information. The minutes of that meeting were adopted on January 22, and I have posted them to the [SSIWPA website](#) today. Click on the folder "Minutes and Agenda Packages > Steering Committee Minutes", when you get to the site to download or view that document.

Each agency that comprises SSIWPA has its own process regarding the consideration of, support for, and involvement with the new Water Sustainability Act and its regulations.

It is possible, or even likely, that policies and regulations in the new ACT pertaining to groundwater licensing and supply will impact on the coordination work of SSIWPA, including Technical Working Group activities, and the specific work of each of the member agencies. When or if that should occur, it would be appropriate protocol for any item contained in the Act or its regulations that becomes an issue of pertinence to SSIWPA to be considered at individual agency level and for the appropriate agency to undertake to communicate with the Provincial Government regarding said issue with the Act or regulations, at that time.

I will be communicating this correspondence with you in the upcoming February SSIWPA agenda package.

If you have anything further to ask or add, please let me know.

Thank you,
Shannon

From Member of the public
Via email dated January 29 2016-01-29

Dear Shannon, I appreciate your response below, and thank you.

It is sometimes confusing and a little irksome to me when, as in this instance, writing a constructive suggestion to learn

i) that the item 'has been received', as opposed to receiving a direct response to how/when it will be considered and informing me of the outcome, and

ii) that I fail to distinguish which 'hat' I should be directing my query to George Grams: LTC or SSIWPA, -- as both represent SSI public water interests.

Suggestion:

When, as in the attached case, a matter concerns the LTC, not the SSIWPA Chair, might I suggest this automatically be redirected to LTC Grams for response/action, thereby saving time and duplication of communication.

Taking a last opportunity to communicate with BC Government on the impending Regulations to the Water Sustainability Act (which POLIS' recent submission "Ensuring the Sustainability of BC's Water Sustainability Act" illustrates) is so superior an action to lamenting the regulations after the fact.

If the LTC has written to BC Government on this subject could I have a copy of their submission/s?

Please record this as correspondence in your next Steering Committee meeting minutes, and hopefully, how it will be dealt with. I appreciate the challenging and excellent work you are doing and am in support.

Reply from Coordinator
Sent January 29 2016 via email

Hello Member of the Public,

cc: George Grams

Thank you for your response, below.

I will include your email (received today) in the correspondence section of the February agenda package for SSIWPA and will facilitate the committee's discussion of your suggestions.

With regard to your query about whether Islands Trust has submitted any correspondence to BC Government regarding the new provincial Water Sustainability Act, I refer you to the most recent on this topic: a [letter to Minister of the Environment Honourable Mary Polak](#), sent September 8, 2015 by Islands Trust Council.

(<http://islandstrust.bc.ca/media/335701/ministerpolakregroundwater.pdf>)

You may find more Islands Trust advocacy information on the topic of groundwater regulation at the [Islands Trust website](#):

(<http://islandstrust.bc.ca/trust-council/advocacy/groundwater-regulation-advocacy/>)

Shannon

Received by coordinator January 27, 2016

From: Kim Stephens, Partnerships for Water Sustainability in BC

Cc: Don McCormick, Mayor of Kimberley, BC

Cc: Chris Cole, Timberwest

Hello Don, Chris and Kim,

I'm Shannon Cowan, the coordinator of the [Salt Spring Island Watershed Protection Authority](#). SSIWPA for short.

This is a coordinated inter-agency multiskateholder roundtable (steering committee), which collectively makes watershed coordination and planning and management decisions with the participation of local and regional governments, as well as provincial agencies (Environment, Health and Forests, Lands and Natural Resource Operations). The steering committee is advised by local technical and public advisory groups in Integrated Watershed Management Planning and Implementation actions.

On Salt Spring Island, the majority of drinking water lakes have been surrounded > 85% by privately-owned land since the 1950s. As such, the Islands Trust has created Land Use Bylaws that govern the activities appropriate for lands adjacent to drinking water lakes and streams that feed them. (e.g. [Lakes, Streams and Wetlands - Development Permit Area 4](#), and [Riparian Area Regulation - Development Permit Area 7](#)) which educate and restrict property owners to appropriate land uses in and around wetlands, streams and drinking water lakes.

The SSI Watershed Protection Authority also works with private societies and neighbourhood groups, such as the [Salt Spring Island Preservation Society](#), [Salt Spring Conservancy](#) - both of which are actively involved in purchasing lands in trust for watershed, and species habitat protection, as well as other stewardship groups more involved with riparian protection and public watershed education (e.g. SSI Water Council (website is down currently) and [Cusheon Lake Stewardship Committee](#)).

Case study:

The one case study that I can offer with regard to limiting logging in a watershed is Maxwell Lake on Salt Spring Island.

Maxwell Lake was protected from logging by the combined fundraising and land acquisition actions of two of the afore-mentioned groups (Conservancy and Water Preservation Soc). In 2002, a significant amount of fundraising assisted in the purchase of primary and secondary watersheds from Texada Land Co. It was purchased with forest cover (secondary growth) largely intact, as one of the islands' last pristine watersheds. There is only one private property in the entire catchment basin, although there are several in the remainder of the watershed

below the level of the lake. One of the local Water Service Districts, also a member of SSIWPA steering committee ([North Salt Spring Waterworks](#)), manages and distributes treated drinking water from Maxwell Lake, which serves approximately of the potable water ratepayers on the largest surface water treatment and distribution system. I do know that some turbidity is an issue affecting water quality in the lake, with sediment entering during spring runoff periods (due to the location of the one dirt road near the feeder streams). I can also tell you that there is very little need for treatment of this lake water most of the year (and it is chlorine only, and tastes superior), compared to other lakes in the area used as potable sources. This may likely be because of the lack of disturbance in the watershed by logging or other anthropogenic activities. If you have more questions about this case study, I can put you in contact with Trustees and Staff of the North Saltspring Waterworks District who were involved at the time of Maxwell Lake land protection activities and who could tell you about the water quality parameters of the streams that feed that lake, etc., or with any of the other local environmental groups involved in this watershed protection story.

There are portions of lake-shore property on the two other largest drinking water lakes that are protected from logging and other forest recreation activities. One of them is a parcel owned by the province, and protected by special zoning. The other is a parcel owned by the SSI Water Preservation Society. Achieving these protected lakeshore properties in these drinking watersheds was the result of commitment and involvement by Islands Trust, and the Capital Regional District, as well as (in the St. Mary Lake case), the SSI Water Preservation Society. In one case, these lands were purchased from a developer. Again, if you have more questions, I can put you into contact with the relevant parties to learn more. Much of this happened before I moved to the island in 2008!

Thanks for your interest!

Have a great day,
Shannon

On Tue, Jan 26, 2016 at 8:53 AM, Kim Stephens <kstephens@watersustainabilitybc.ca> wrote:
Don, thanks for your email.

Note that I have cc'd Shannon Carlow to provide her an opportunity to comment on Salt Spring experience. Shannon, Don McCormick is the Mayor of Kimberley.

Also, Don, I have shared this email with Chris Cole (TimberWest, Vancouver Island) because he is someone who may have relevant information to share, especially related to success stories from a watershed management perspective. Below is an inspirational quote by Chris:

Nature is the Golden Goose: TimberWest manages both public and private forest lands and joined the Comox Valley-CAVI table in 2011.

"Nature is our Golden Goose. If we are good stewards of our watersheds, the natural result is not only the economic wealth (golden eggs) generated in perpetuity by growing and harvesting trees, but all the other watershed and community values our Golden Goose will provide. I look forward to the day when watershed planning includes lower urbanized portions of the watersheds. The protection of our Golden Goose is relevant and transferrable to regional and localized community governments."

From: Don McCormick [mailto:dmccormick@kimberley.ca]

Sent: Tuesday, January 26, 2016 6:53 AM

To: Kim Stephens, Executive Director, Partnership for Water Sustainability in BC
<kstephens@watersustainabilitybc.ca>

Subject: RE: "Whole Watershed Approach" in British Columbia: the St. Mary Lake example (Salt Spring Island)

Hi Kim. I am curious what efforts have been successful at eliminating logging from watersheds. It seems that municipality concerns are ignored until the community is on the precipice of needing a filtration plant, or if flooding becomes an issue. Do you have any case studies on this?

Don