



# Salt Spring Island Watershed Protection Authority

## Regular Meeting Draft Agenda

**Date of Meeting:** Friday October 28th, 2016 10:30 am - 12:30 pm

**Location:** 112 Rainbow road, Salt Spring Island, B.C.

**1. CALL TO ORDER**

**2. APPROVAL OF AGENDA**

**3. MINUTES**

- 3.1 Draft minutes of the September 26, 2016 SSIWPA Regular Meeting – for approval

**4. BUSINESS ITEMS**

4.1 **Chair's report** - George Grams

4.2 **St. Mary Lake water quality update** – NSSWD Board Representative

4.3 **Cusheon Lake water quality update** – Doreen Hewitt

4.4 **Coordinator's report** – *attached*

4.5 **Technical Working Group report** – TWG Co-Chair (Don Hodgins)

4.6 **Conservation and Efficiency Working Group report** - *coming next month!*

4.7 **Review of Water Quantity IWM Program - Agency Specific Items** (Chair Grams)

4.8 **Review of Local Trust Committee OPUS Project Extension Terms of Reference** (TWG Members)

4.9 **Summary of Watersheds 2016! Experience** - *short presentation*  
(Coordinator)

**(Please see next page.)**

#### **4.10 Announcements and Events**

- 4.10.1 Sustainable Watershed Systems: Nature's Assets by Kim Stephens, Glen Brown and Brian Bedford (<http://www.digitalityworks.com/Viewers/ViewIssue.aspx?IssueID=159&PageNo=25>)
- 4.10.2 Composting Toilet and Greywater Regulations July 2016
- 4.10.2 Diana Allen's August 19,2016 Groundwater Recharge Talk on SSIWPA Website
- 4.10.3 For information to local stewardship groups:  
Federal Fisheries Conservation Partnerships Funding Competition Deadline December 9, 2016 (<http://www.dfo-mpo.gc.ca/pnw-ppe/rfcpp-ppcpr/application-soumission-eng.html>)

#### **4.11 Correspondence - none**

### **5. OTHER BUSINESS**

- 5.1 Questions and Comments from Public

### **6. UPCOMING MEETING**

Friday, November 18, 2016 at School District 112 Rainbow Rd., SSI

### **7. ADJOURNMENT**



# Salt Spring Island Watershed Protection Authority

Minutes of a Regular Meeting

**Date of Meeting:** Monday, September 26, 2016  
**Location:** 112 Rainbow Road, School District 64 Boardroom Portable  
Salt Spring Island

**Members Present:** George Grams, Chair, Islands Trust Local Trustee  
Dale Green, Capital Regional District, Integrated Watershed (via telephone conferencing)  
Doreen Hewitt, Beddis Water Service Area Commissioner  
Lorrie Hunt, Fernwood Water Service Area Commissioner  
Wayne McIntyre, Deputy Chair, Capital Regional District (CRD) Director  
Ron Stepaniuk, District Manager, North Salt Spring Waterworks District (NSSWD)  
Pat Lapcevic, Ministry of Forests, Lands and Natural Resource Operations (FLNRO) (via telephone conferencing)

**Staff Present:** Shannon Cowan, Coordinator  
Stefan Cermak, Regional Planning Manager (RPM)  
Justine Starke, (via telephone conferencing)  
Sarah Shugar, Recorder

**Regrets:** Don Hodgins, Co-chair, SSIWPA Technical Working Group

**Technical Working Group Liaison:** Ian DeBie, SSIWPA Technical Working Group Co-chair

**Media and Others Present:** Jos Lussenburg, SSIWPA Technical Working Group member  
1 member 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 10:04 a.m. He welcomed everyone to the meeting and introduced Planner Starke.

## 2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 6 Rise and Report (shift numbering of subsequent numbers)
- 7.13.4 Correspondence - POLIS report: link provided for information "Illumination: Insights and Perspectives for Building Effective Watershed Governance in B.C."
- 7.14 Islands Trust - Watershed Management Supply and Demand Analysis

**By general consent**, the agenda was adopted as amended.

**3. MINUTES**

**3.1 Draft Minutes of the August 19, 2016 Salt Spring Island Watershed Protection Authority Regular Meeting**

**By general consent**, the Salt Spring Island Watershed Protection Authority Minutes of August 19, 2016 were adopted.

**4. CLOSED MEETING RESOLUTION**

At 10:11 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(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality and that two Technical Working Group members and staff be present.

**CARRIED**

**5. OPEN MEETING RESOLUTION**

At 10:17 a.m., it was **MOVED** and **SECONDED** that the Salt Spring Island Watershed Protection Authority re-opens this meeting to the public subject to Section 89 of the Community Charter.

**CARRIED**

**6. RISE AND REPORT**

The Salt Spring Island Watershed Protection Authority agreed to appoint Ken Lee, Ian Peace, Sam Sydneysmith and Sandra Ungerson to the Conservation and Efficiency Working Group.

**7. BUSINESS ITEMS**

**7.1 Chair's report**

Chair Grams reported he updated the website server and brought forward the recommendation to remove the minimum number of members from the Conservation and Efficiency Working Group's Terms of Reference.

**By general consent**, the Salt Spring Island Watershed Protection Authority agreed to amend the Terms of Reference for the Conservation and Efficiency Working Group as follows: remove the requirement for a minimum of six members.

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

Committee Member Stepaniuk reported the level of St. May Lake is approximately the same level as this time last year (40.13 metres). Following

the detection of a toxin by the Capital Regional District, the North Salt Spring Waterworks District is sampling the raw and treated water twice per week. The level of Maxwell Lake is increased from the level this time last year which may be due to all of the improvements to the system to reduce losses.

### 7.3 Cusheon Lake Water Quality Update

Committee Member Hewitt presented an update regarding the Cusheon Lake Watershed and the following highlights were presented:

- On Sept 20 the Secchi Disk measurement was 2.0 metres and last month it was 4.65 metres. Since the clarity had been greatly reduced, the secchi disk and level levels were sent to Christoph Moch at the CRD. The cyanobacteria bloom is still continuing on Cusheon Lake and started one month earlier than last year.
- The corrected lake gauge measurements are as follows: Aug 25 was 0.836 metres; Aug 29 was 0.82 metres; Sept 3 was 0.82 metres; Sept 5 was 0.802 metres; Sept 8 was 0.812 metres; Sept 14 was 0.78 metres; Sept 16 was 0.774 metres; Sept 20 was 0.782 metres. The lake level was lower than it was last year in Sept. More water conservation measures need to be done in the watershed.
- Rainfall quantities received at Phoenix Elementary and Gulf Island Secondary School: Aug 2016 - 7.4 mm; Aug 2015 - 36.3 mm; Sept 2016 - 37.1 mm; Sept 2015 - 60.5 mm; Sept 2014 - 41.9. August and Sept so far have been much drier.
- The lake temperature is very warm for the salmonoid populations. Many people were swimming and bringing their dogs to the beach. There is no CRD sign like there is at the beach area of St. Mary Lake. This is a drinking water source and many people believe that it is not a place to bring pets since toilets and garbage cans are not present all year long. The oxygen at the bottom is absent and disappears at the 7metre mark.

There was question regarding whether there is water in Cusheon Creek. There is no water entering or leaving Cusheon Lake.

**By general consent**, the Salt Spring Watershed Protection Authority agreed to request Coordinator Cowan to submit a "No Pets Allowed" sign request to the CRD parks and recreation commission for the Cusheon Lake public access.

### 7.4 Coordinator's Report

The Coordinator's Report for the period August 13 - September 13, 2016 was received for information.

**By general consent**, the Salt Spring Watershed Protection Authority agreed to request Coordinator Cowan to formally approach each of the community water system commissions regarding sharing information with the Technical Working Group for SSIWPA research purposes.

### 7.5 Technical Working Group report

Technical Working Group Co-chair DeBie reported the soil sampling program at St. Mary Lake septic research sites will be scheduled for the Fall 2016.

Technical Working Group (TWG) Member Lussenburg outlined a draft "Phased groundwater study objectives" that TWG is in the process of finalizing and aligning with the very upcoming study of Salt Spring groundwater by the Ministries of Environment and Forests Lands and Natural Resource Operations and that the TWG will submit the final TWG proposal to the Steering Committee when completed.

It was noted Planner Starke will forward Trust GIS Staff Contact Information to Coordinator Cowan, who will forward to TWG members.

#### **7.6 Cusheon Water Use Survey Results**

Coordinator Cowan presented the Cusheon Survey Spring 2016 Highlights of Data Analysis dated September 12, 2016.

#### **7.7 Integrated Water Management Program Potential Grants and Deadlines**

Coordinator Cowan presented the SSIWPA IWM Program 2017 Potential Grant Funding Information.

**By general consent**, the Salt Spring Watershed Protection Authority agreed to direct Coordinator Cowan to forward the SSIWPA IWM Program 2017 Potential Grant Funding document to the Islands Trust Grant Coordinator and highlight SSIWPA's wish to undertake its core work to assist the Technical Working Group, the Conservation and Efficiency Working Group, and the Steering Committee.

**By general consent**, the Salt Spring Watershed Protection Authority agreed to refer the SSIWPA IWM Program 2017 Potential Grant Funding document to the Technical Working Group and the Conservation and Efficiency Working Group asking for a prioritized list based on their objectives.

Committee Member McIntyre noted he would forward the information to the CRD Grants Coordinator.

#### **7.8 Royal Roads University Student Project Partnership Opportunity**

Coordinator Cowan presented the Major Project for BSC in Environmental Science, Royal Roads University, 2016/2017.

**By general consent**, the Salt Spring Watershed Protection Authority agreed to refer the Royal Roads University Student Project Partnership Opportunity to the Conservation and Efficiency Working Group.

#### **7.9 SSIWPA Budget 2017-18 Draft**

The draft SSIWPA Budget 2017-18 for April 1, 2017 - March 31, 2018 and the Islands Trust Addendum to SSIWPA Draft Budget April 1, 2017 - March 31, 2018 was presented.

**By general consent**, the Salt Spring Watershed Protection Authority approved the draft SSIWPA 2017-2018 Budget.

### **7.10 Water Sustainability Act Information for SSIWPA**

Committee Member Lapcevic reported the Ministry held a Water Sustainability Act information event in Parksville in June. There are events scheduled in Cobble Hill and Mayne Island. The events are targeted for non domestic water users and not designed for the general public. The new regulations have been in effect since February 29, 2016 and include new groundwater protection regulations. There is also a series of “Well Smart” workshops designed for domestic well water users

**By general consent**, the Salt Spring Watershed Protection Authority agreed to request Coordinator Cowan to contact the Chamber of Commerce and the Agricultural Alliance regarding whether there is interest in having the Ministry of Forests, Land and Natural Resource Operations present a Watershed Stewardship Series public workshop on Salt Spring Island.

### **7.11 Meeting Venue Booking Rates**

Coordinator Cowan presented the venue booking rates.

### **7.12 Upcoming Events**

The CRD Solid Waste Management Information Session has been rescheduled to October 18 or later (Exact date to be announced verbally, still under consideration). SSIWPA members are invited and it will be open to the public.

SSIWPA Coordinator presentation to the CRD Integrated Watershed Management Community Meeting (CRD Greater Victoria, Saanich and Gulf Islands Area Watershed Stewardship Groups) is scheduled for Thursday, October 27, 2016 at 12:30 p.m. (Location TBA)

### **7.13 Correspondence**

7.13.1 SSIWPA Correspondence Protocol dated September 19, 2016

7.13.2 Public correspondence received by email dated August 13, 2016

7.13.3 Regulatory and Environmental Public Questionnaire by Natural Resources Canada. by Public Correspondent dated August 27, 2016

7.13.4 POLIS report: link provided for information “Illumination: Insights and Perspectives for Building Effective Watershed Governance in B.C.”

**By general consent**, the Salt Spring Watershed Protection Authority agreed Coordinator Cowan would create a chart to outline the work of each water group on Salt Spring Island.

The correspondence items were received for information.

#### **7.14 Islands Trust Watershed Management Supply and Demand Analysis**

RPM Cermak presented the Islands Trust Watershed Management Supply and Demand Analysis Terms of Reference for an addendum to the OPUS report: for the purpose of "...a service contract for a drought risk analysis including a detailed peak day/month supply versus demand analysis to determine the current available yield of St. Mary Lake and Maxwell Lake during peak summer demand periods."

**By general consent**, the Salt Spring Watershed Protection Authority agreed to refer the draft OPUS Report Addendum Watershed Management Supply and Demand Analysis Terms of Reference dated September 23, 2016 to the Technical Working Group and the Capital Regional District for comment, as soon as possible.

**By general consent**, the Salt Spring Watershed Protection Authority agreed Coordinator Cowan would forward the Watershed Management Supply and Demand Analysis Terms of Reference to all steering committee members and follow up.

#### **8. OTHER BUSINESS**

##### **8.1 Questions and Comments from Public - none**

#### **9. NEXT MEETING**

The next regular meeting is scheduled for October 21, 2016, 10:30 a.m. to 12:30 p.m. at the CRD Portable, 145 Vesuvius Bay Road.

#### **10. ADJOURNMENT**

**By general consent** the meeting adjourned at 12:10 a.m.

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George Grams, Chair

#### **CERTIFIED CORRECT:**

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Sarah Shugar, Recorder





## **Coordinator's Report**

**Sept. 13 – Oct 21, 2016**

### **Meeting Admin:**

- Created regular and closed agendas for Steering Committee meeting 2016-09-26
- Created agenda for Conservation and Efficiency Working Group meeting 2016-10-19
- Adjusted agenda and meeting date for TWG quarterly meeting (October 11)
- Recorded meeting minutes TWG October 11, 2016
- Venue bookings for CEWG, TWG and Steering October, November, December 2016

### **Project Management/Facilitation:**

#### ***Integrated Water Management Program:***

- Guided IWM Program additions to TWG Terms of Reference
- Guided discussion of objectives for CEWG within this program at first CEWG meeting
- Communications with Islands Trust Planning Staff re: Rural Watersheds Regulations for Agriculture and SSIWPA IWM Program Workplan
- Communications with new SSIWPA Planner Starke regarding program components, overview and current status of objectives and working groups

#### ***Budget:***

- Adjusted and published final adopted 2017 Fiscal SSIWPA Budget
- Sent final budget to CRD Member Green and Director McIntyre
- Adapted final budget for Islands Trust items only – sent to Trust Finance Officer

#### ***Cusheon Watershed Project***

- Facilitated project discussion at TWG quarterly meeting

- Follow up on action item for development of hypotheses for monitoring with TWG members

***St Mary Lake Integrated Management Action Plan Action Implementation:***

- In progress: Best Management Practices list (action item from Plan)

***Conservation and Efficiency Working Group development coordination***

- regular communications with new and potential working group members
- first meeting – facilitation planning and execution
- recorded meeting minutes, sent draft to working group members
- Item 7.8 Sept 26, 2016 ACTION: guided group editing of Royal Roads partnership application
- requested feedback on Royal Roads Partnership application by October 24 for submission by coordinator
- amended CEWG terms of reference (removed minimum of 6 members)

***Technical Working Group Projects Coordination:***

- facilitated communications between TWG members on ongoing projects, agendas, revisions
- Community water systems metered water use data-sharing request (under development with TWG members)
- Item 7.7.2 Sept 26, 2016 – IWM Potential Grant Funding was forwarded to TWG members. Priority objectives for Grants will be finalized by TWG next meeting.
- Facilitated TWG member invitation to Provincial SSI Water Budget Request for Proposals Review Committee (successful proponent to be announced shortly)

**Outreach:**

***Public Presentations/Conferences***

- Integrated Watersheds Program CRD Community Groups Meeting October 27 2016 – presentation by coordinator about “What is SSIWPA” and major projects
- Attended Watersheds 2016! A conference at Simon Fraser University about Watershed Governance and Stewardship – coordinator (September 30/October 1)

***Outreach and Educational Event Planning and Coordination:***

- Communications with Seedy Saturday organizers (3 people) regarding collaboration for Water Fair workshops in that event on Sunday February 12, 2017. (In Progress)
- Water Fair Rainwater Harvesting Tour for 2017 – planning and organizing meeting with Sharon Bywater (past co-organizer)

***Watermark newsletter***

- October edition – announcements, events
- Consultation with steering committee article contributor

***News posts on website:***

- calendar update for meetings
- Diana Allen’s talk online, and in a news post

**Coordinator Action Items – IN PROGRESS:**

Website updates:

- Best Management Practices and Related Links
- CEWG member page, TWG member page
- CEWG folder in library site
- Library site reorganization, and full population of Library folders, especially SSIWPA reports

Item 7.3 September 26, 2016: Coordinator to write a letter on SSIWPA’s behalf to request no pets allowed signage at Cusheon Lake Right – of-way maintained by CRD Parks and Rec Commission.

Item 7.4 September 26, 2016: Coordinator to formally approach community wells/water groups for data-sharing request. (under way)

Item 7.7.2 Sept 26, 2016: Priority objectives from IWM workplan for specific Funding competition applications from CEWG – not yet begun (CEWG needs time to get started)

Item 7.10 Sept 26, 2016: Consultation with Chamber of Commerce and Agricultural Alliance regarding Water Sustainability Act information – need for public sessions?