



Salt Spring Island Watershed Protection Alliance

Regular Meeting Agenda

Date of Meeting: April 15, 2021 10:00 pm – 12:00 pm
Location: Zoom Web Conferencing

Acronyms:

CEWG - SSIWPA Conservation and Efficiency Working Group

CRD - Capital Regional District

FLNR - Ministry of Forests, Lands, Natural Resource Operations and Rural Development

GW – Groundwater

NSSWD - North Salt Spring Waterworks District

SSIWPA - Salt Spring Island Watershed Protection Alliance

TWG - SSIWPA Technical Working Group

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. MINUTES

3.1 Draft minutes of the January 21, 2021 Special Meeting of the SSIWPA

Steering Committee – Attached for approval pp. 4 - 12

4. BUSINESS ITEMS

4.1 Chair's Report

4.2 Coordinator's Reports January, February and March, 2021 – pp. 13 - 18

4.3 Action and Decision Logs – pp. 19 - 20

Amended Terms of Reference - for information:

<https://www.ssiwpa.org/wp-content/uploads/Public-Library/SSIWPA-Structure-and-Management/SSIWPA-TOR-Current.pdf>

- 4.4 Workplan 2021-22
 - 4.4.1 Weston Lake Water Availability – brief update
 - 4.4.2 Water System Data Survey Report – Attached for discussion pp. 21 - 44
 - 4.4.3 Communications and Community Education
 - 4.4.3.1 Rainwater Rebate Program Update – Transition Salt Spring
Status of application by TSS to Environment and Climate Change
Canada’s Climate Action and Awareness Fund for “Community-
Based Climate Action 2020-2021” including rainwater incentives.
 - 4.4.3.2 Groundwater Education Materials Update
 - 4.4.3.3 Coastal Douglas Fir – Water Infographic – available for SSIWPA and
for member agency use – p. 45

SSIWPA Annual Report 2019-2020 – for information:

<https://www.ssiwpa.org/wp-content/uploads/Public-Library/Annual-Reports/Annual-Report-2020.pdf>

Workplan Current Fiscal Year – for information:

https://www.ssiwpa.org/wp-content/uploads/Public-Library/SSIWPA-Projects-Reports-and-Presentations/Budgets-and-Workplans/SSIWPA-Workplan_2021-2022.pdf

- 4.5 Income Statement – attached for information p. 46
- 4.6 Membership
 - 4.6.1 New Representative from Agricultural Alliance, M. Thomson – p. 47
 - 4.6.2 Correspondence regarding Member At-Large – Kathy Reimer, Island Stream and Salmon Enhancement Society – attached for discussion p. 48
- 4.7 Technical Working Group Update – attached for information p. 49
 - 4.7.1 Watershed Ecosystem Resilience Mapping – late item not in pkg
- 4.8 Correspondence from Mr. Hawkins to SSIWPA Coordinator and reply re: Groundwater Monitoring Program – attached for information p. 50 - 51

See next page

5. UPCOMING MEETINGS

** Islands Trust has conflicts with essential task force meetings including staff and SSIWPA Chair

REQUEST TO SHIFT to Thursday, June 24, 2021 from 10:00 – 12:00

Thursday, September 30, 2021 from 10:00 – 12:00 – Draft Workplan and Budget

Thursday, November 25, 2021 from 10:00 – 12:00 – Adopt Workplan and Budget

6. ADJOURNMENT



Salt Spring Island Watershed Protection Alliance

Regular Meeting Minutes

Date of Meeting: Thursday, January 21, 2021

Location: Electronic Meeting

Members Present: Laura Patrick, Chair, Islands Trust Trustee
Gary Holman, Vice Chair, Capital Regional District (CRD) SSI Electoral Area Director
Sylvia Barroso, Ministry of Forests, Lands and Natural Resource Operations and Rural Development (FLNR)
Dale Green, Capital Regional District, Senior Environmental Science Officer, Environmental Protection
Jason Griffin, Cedar Lane Water Service Area Commission
Alan Martin, Fulford Water Service Area Commission
Tim Slaney, Scott Point Waterworks District
Sandra Ungerson, North Salt Spring Waterworks District Trustee

Member Regrets: Mike McCormick, Beddis Water Service Area Commission

Members At-large Present: Gayle Baker, Transition Salt Spring Society
Doreen Hewitt, Cusheon Lake Stewardship Committee
Maxine Leichter, Salt Spring Island Water Preservation Society
Pierre Mineau, Salt Spring Island Conservancy

Members At-Large Regrets: Rhonan Heitzmann, Salt Spring Water Company

Technical Working Group Liaison Present: John Millson, Technical Working Group Chair

Staff Present: Shannon Cowan, Coordinator
Jason Youman, Island Planner
William Shulba, Senior Freshwater Specialist
Sarah Shugar, Recorder

Others Present: Cathy Lenihan, Cedar Lane Water Service Area Commission Alternate

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

1. CALL TO ORDER

Chair Patrick called the meeting to order at 10:02 a.m. and acknowledged the Salt Spring Island Watershed Protection Alliance is meeting within Coast Salish Territory.

2. APPROVAL OF AGENDA

The following additional item was presented for inclusion in the agenda:

4.10 CRD Salt Spring Island Water Optimization Study Update

The following supplemental items were presented for inclusion in the agenda:

4.7 Watershed Ecosystems Resilience Mapping

4.9 Annual Report 2020 DRAFT

By general consent, the agenda was approved as amended.

3. MINUTES

3.1 Draft minutes of the December 17, 2020 Special Meeting of the SSIWPA Steering Committee

The following items were presented for consideration:

- Item 4.2.1 – Replace “Planner Youmans and Chair Patrick presented a draft project charter dated December 2020.” with “Chair Patrick presented a draft project charter dated December 2020.”
- Replace “Member Barosso recommended considering the value of a Strategic Plan such as the Regional District of Nanaimo’s Drinking Water and Watershed Protection (DWWP).” with “Member Barosso recommended considering the value of a Strategic Plan such as the Regional District of Nanaimo’s Drinking Water and Watershed Protection (DWWP).”

By general consent, the minutes of the December 17, 2020 Salt Spring Island Watershed Protection Alliance Special meeting were adopted as amended.

4. BUSINESS ITEMS

4.1 Chair’s Report

Chair Patrick presented the following report:

- The Salt Spring Local Trust Committee approved in principle the development of a strategic plan to guide and prioritize watershed protection work on a long-term basis (5 to 10 year time frame) to better support decision-makers in advancing effective, modernized land and water use planning.
- The Climate Action Plan 2.0 identifies freshwater and ecosystem protection actions including a watershed protection strategy for Salt Spring Island.
- It was noted the Islands Trust 2021-2022 draft budget survey is available on the Islands Trust website and the survey will close on February 7, 2021.

W. Shulba joined the meeting at 10:10 a.m.

Member Barroso asked for clarification regarding recent interviews that have been conducted by Econics regarding water sustainability on Salt Spring Island and whether the interviews are related to the Watershed Protection Strategic Planning project. Freshwater Specialist Shulba reported the Regional Planning Committee Freshwater Sustainability Strategy project is a long-term project that will help identify funding opportunities and develop a framework for water projects. Econics has started interviews with stakeholders and has conducted a literature review of SSIWPA materials. Support was expressed for a coordinated approach to water sustainability for islands across the Trust Area.

4.2 Coordinator's Reports October to December 2020

The Coordinator's reports dated October 2020, November 2020 and December 2020 were presented.

Member Ungerson reported North Salt Spring Waterworks District is seeking a volunteer for a regular lake-monitoring task. Coordinator Cowan has circulated the request to members by email.

4.3 Action and Decision Logs

The Action and Decision log dated December 31, 2020 was presented.

4.4 Proposed Coordination Workplan 2021-22 Project Scope of Work Memos

4.4.1 Weston Lake Water Availability

Coordinator Cowan presented a Scope of Work Memorandum dated January 12, 2021 regarding Weston Lake Water Availability Study. The purpose of this project is to assess the volume of water available in Weston Lake that serves the Fulford Water System (CRD-operated), and the potential for future water availability in this lake system based on climate change predictions. Chair Patrick reported the Salt Spring Island Local Trust Committee approved \$30,000 of surplus funds to be allocated to the Weston Lake Water Availability Study at their meeting held on January 19, 2021. The CRD (lead agency) has requested approximately 20 hours of SSIWPA Coordinator time to support the project. D. Green is the lead staff person on this project.

In discussion the following comments were noted:

- The study should determine whether there is sufficient water in the lake to sustain the water demand during the summer months. Has anyone calculated the volume of useable water in the lake and how it could be used during the summer months? It is important to develop a methodology for lake watersheds.
- The study should determine how far the lake could be drawn to refill the following year.
- A water balance analysis would determine how much water is being drawn by water licenses and evaporation.
- The following comments were recorded in the chat section of the meeting:

- Should look at water quality as it increases the costs of the system would be similar to Cusheon.
- Weston Lake has a water allocation restriction = fully recorded with restrictions, with exceptions.
- Does that mean that as far as FLNROD is concerned, Weston is fully allocated i.e., no more licenses will be issued?
- BC Water Licensing should be consulted before money is spent or committed.

4.4.2 Detailed Hydrogeological Assessment of the Cedar Lane Water System

Coordinator Cowan presented a Scope of Work Memorandum dated January 12, 2021 regarding a Detailed Hydrogeological Assessment of the Cedar Lane Water System project. Coordinator Cowan reported that she had received correspondence from the project co-lead, CRD Senior Manager Campbell, indicating that SSIWPA coordination will not be required. The purpose of this project is to provide greater clarity regarding the significance of the Cedar Lane community concerns about the hydrogeological supply, and data / analysis required to inform possible regulatory land use and other measures that may be required to mitigate these concerns. The CRD (lead agency) has requested approximately 15 hours of SSIWPA coordinator time to support the project and it was noted the coordinator time would likely be used in 2022.

In discussion the following comments were noted:

- Vice Chair Holman reported the Detailed Hydrogeological Assessment of the Cedar Lane Water System project is part of the Cedar Lane Water Service Area Strategic Plan and the project scope should also include potential competing water uses on the same aquifer that are not within the Cedar Lane Water District.
- There was a question regarding whether the scope would include whether Bullock Lake is fully allocated.
- Freshwater Specialist Shulba asked whether he would be involved in the project and reported he has reached out to CRD Senior Manager Campbell and has not received a reply. CRD Director Holman expressed an intention for Freshwater Specialist Shulba to assist with the project and reported the CRD does not have a hydrogeologist on the Salt Spring Island staff team. W. Shulba and Vice-Chair Holman will discuss further.
- Member Griffin expressed concern regarding communications with Salt Spring Island CRD staff regarding the project and expressed support for Freshwater Specialist Shulba to be involved in the project.

4.4.3 Watershed Monitoring Program

Freshwater Specialist Shulba presented a presented a Scope of Work Memorandum dated January 12, 2021 regarding a Watershed Monitoring Program project. The purpose of this project is to continue to develop long-term coordinated groundwater monitoring of volunteer observation wells and lake monitoring stations on Salt Spring

Island. The lead agency (Islands Trust) has requested approximately 10 hours of SSIWPA coordinator time to support the project.

There was a question whether Fulford Creek is currently monitored. It was reported Fulford Creek is currently monitored. W. Shulba and S. Barroso will further discuss the availability/reporting of the Fulford Creek monitoring data.

The following comment was recorded in the chat section of the meeting:

- Fulford Creek hydrometric data is in Real Time Water Data portal (Aquarius) but doesn't look like it has been updated since September 2020. <https://agrt.nrs.gov.bc.ca/Data/Location/Summary/Location/08HA0020/Interval/Latest>

4.4.4 Water System Data Assistance

Coordinator Cowan presented a Scope of Work Memorandum dated January 13, 2021 regarding the Water System Data Management Assistance project. The purpose of this project is to determine whether any water system data collection systems have changed or evolved since 2017 and, to collect and to analyze information about what methods water system operators are using for data collection now. The Water System Data Management Assistance project does not have a lead agency. It is expected that this project will be completed in the first quarter of 2022. It is estimated that the project would require approximately 25 hours of SSIWPA coordinator time.

4.4.5 Bloom Notification System

Member Leichter presented a Scope of Work Memorandum dated January 11, 2021 regarding a Monitoring and Public Notification of Potential for Cyanobacteria Toxins in Two Drinking Water Lakes on Salt Spring Island project. The purpose of this project would be to coordinate installation of a public cyanotoxin hazard notification plan for St. Mary Lake and Cusheon Lake.

There was a question whether the CRD neighbourhood POD system could be used for cyanotoxin notification. Coordinator Cowan reported SSIWPA would coordinate this project and the goal would be to determine final recommendations regarding cyanotoxin notification to agencies. Vice Chair Holman expressed support for the POD program to be involved in the notification system. Vice Chair Holman will further discuss this project with Coordinator Cowan.

D. Green joined the meeting at 11:00 a.m.

4.4.6 Blackburn Legacy Landfill Pollution Assessment

Member Leichter presented a Scope of Work Memorandum dated January 13, 2021 regarding a Coordination of a Plan for Assessment of Surface Water Contamination from Former Blackburn Landfill project. The purpose of this project is to coordinate

a plan to assess the potential for contamination to Cusheon Lake from the closed landfill on Blackburn Road.

In discussion the following comments were noted:

- Coordinator Cowan reported the Ministry of Environment and Climate Change Strategy advised SSIWPA that landfill owners and permit holders are responsible to conduct post-closure monitoring in 2016.
- A first step would be for SSIWPA to send a letter to the CRD regarding the Solid Waste Management Plan to enquire on the status of the Blackburn Legacy Landfill Pollution Assessment.
- Vice Chair Holman advised that the Ministry of Environment is responsible for the landfill. The CRD did not manage the landfill and the landfill assessment is not in the CRD Solid Waste Management Plan (SWMP). SSIWPA's role would be to scope the project, not to conduct a detailed assessment.
- Chair Patrick reported this is a complex issue and the CRD issued the order to close the landfill.
- The Cusheon Lake Stewardship Committee has requested the CRD to conduct specific testing. It was noted manganese has been identified in lake water and manganese can be an indicator that there may be contamination from the landfill.
- The following comments were recorded in the chat section of the meeting:
 - SWMP input will be accepted until Feb 15.
 - There are already sampling wells... whether or not they are sited accurately.
 - Waste management permit 1839.
 - Thanks, Doreen and Pierre, for including more detail for those gathered today on the topic of the Blackburn landfill potential pollution.

By general consent, the Salt Spring Island Watershed Protection Alliance agreed to amend the Blackburn Legacy Landfill Pollution Assessment Scope of Work to include "coordinate who is responsible to assess if there is contamination related to the Blackburn Legacy Landfill."

J. Millson joined the meeting at 11:15 a.m.

4.4.7 Watershed Protection Alignment and Opportunities

Chair Patrick presented the Trustee Sponsored Request for Decision regarding Watershed Protection Alignment and Opportunities for information.

4.4.8 Proof of Water at Time of Subdivision

Planner Youmans presented a Scope of Work Memorandum dated January 11, 2021 regarding a Proof of Water at Time of Subdivision project. The purpose of this project is to amend the Salt Spring Island Land Use Bylaw to better protect groundwater resources and groundwater users by improving the quality of groundwater information provided by subdivision applicants. It is expected this project will be complete in the first quarter of 2022.

4.4.8 Professional Design Guide for Potable Rainwater Systems

Coordinator Cowan presented a Scope of Work Memorandum dated January 8, 2021 regarding a Professional Design Guidelines for Potable Rainwater Systems project. The purpose of this project is to coordinate discussion and development of standard professional design guidelines for single connection potable rainwater harvesting in the Salt Spring Island Local Trust Area. There is no lead agency at this time and a lead agency is needed to move the project forward. Vice-Chair Holman will investigate a review by CRD staff to clarify whether this project is a priority for that member agency. It was noted that further information is required to determine if this item will remain on the SSIWPA workplan.

4.4.9 Communication Budget Detail DRAFT

Coordinator Cowan presented the draft Communication Budget Detail for April 1, 2021 to March 31, 2022.

4.5 Draft SSIWPA Workplan 2021-22

Coordinator Cowan presented the draft 2021-22 SSIWPA Workplan. It was noted the Professional Design Guide for Potable Rainwater Systems project would need a lead agency.

By general consent, the Salt Spring Island Watershed Protection Alliance approved the draft SSIWPA Workplan as presented.

4.6 Election of Chair

Coordinator Cowan called for nominations for the position of Chair for the period of January 1, 2021 to December 31, 2021. Member Holman nominated Member Patrick and Member Hewitt seconded the nomination. Member Patrick accepted the nomination. Coordinator Cowan called for nominations a second and third time. Member Patrick was declared Chair of SSIWPA Steering Committee by acclamation.

Coordinator Cowan called for nominations for the position of Vice Chair for the period of January 1, 2021 to December 31, 2021. Member Patrick nominated Member Holman and Member Baker seconded the nomination. Member Holman accepted the nomination. Coordinator Cowan called for nominations a second and third time. Member Holman was declared Vice Chair of SSIWPA Steering Committee by acclamation.

4.7 Watershed Ecosystems Resilience Mapping - William Shulba

Freshwater Specialist Shulba presented a PowerPoint presentation regarding Watershed Ecosystems Resilience Mapping. He reported this mapping and the Groundwater recharge potential mapping would be valuable information for ecological protection.

In discussion the following comments were noted:

- The project should include a review of literature that relates the density to the recharge.

- There is convergence with the Coastal Douglas-fir Ecosystem project. There is potential to protect watersheds and ecosystems with one or two tools.

By general consent, the Salt Spring Island Watershed Protection Alliance agreed to refer the Watershed Ecosystems Resilience Mapping to the Technical Working Group and the Ecological Research Network.

4.8 Membership

Coordinator Cowan circulated the Membership Terms of Service and Contact List for the coming fiscal year April 1, 2021 – March 31, 2022 by email. She reported quorum is currently considered 50% of the whole membership plus the Chair or Vice-Chair in the Terms of Reference. Coordinator Cowan recommended that the SSIWPA Steering Committee consider a change to the Terms of Reference in the quorum section to set meeting quorum as a percentage of the voting membership rather than the whole membership to ensure quorum is facilitated where there have been challenges.

By general consent, the Salt Spring Island Watershed Protection Alliance agreed to amend the Terms of Reference as follows: Coordinator Cowan will amend the Terms of Reference for the SSIWPA Steering Committee to change the statement “Meeting quorum of the steering committee current membership is considered 50% of the whole membership plus Chair or Vice-Chair” to “Meeting quorum of the steering committee current membership is considered 50% of the voting membership plus Chair or Vice-Chair”.

Coordinator Cowan called for confirmation by Members and Members At-Large for the 2021 term. No membership changes were noted at this time.

4.9 Annual Report 2020 DRAFT – for approval in principle

Coordinator Cowan presented the draft 2020 Annual Report and reported she would circulate a final draft by email for comments.

By general consent, the Salt Spring Island Watershed Protection Alliance approved in principle the draft 2020 Annual Report.

The following comment was recorded in the chat section of the meeting: Thank you everyone! What a great year 2020 was for SSIWPA and 2021 is lining up to be wonderful and adaptive and collaborative, as well!

D. Green left the meeting at 12:06 p.m.

4.10 CRD Salt Spring Island Water Optimization Study Update

Vice-Chair Holman presented an update regarding the CRD Salt Spring Island Water Optimization Study. The study considered the feasibility of an island wide water utility service that would include conversion of the North Salt Spring Waterworks District to a CRD service. A third review of study is in process. The CRD has agreed to establish a working group to review the findings of the study.

In discussion the following questions were noted:

- There was a question regarding whether the consultant recommended North Salt Spring Waterworks District to become a CRD service. Vice Chair Holman reported the study recommended the North Salt Spring Waterworks District to become a CRD service and the working group will further consider the recommendation.
- There was a question regarding how the CRD Salt Spring Island Water Optimization Study findings are being shared with stakeholders. Member Barroso and Vice Chair Holman will discuss communications regarding the study with FLNRO.

5. UPCOMING MEETINGS

Thursday, April 15, 2021, 10:00 a.m. to 12:00 p.m., Location Web Conferencing

Thursday, June 17, 2021, 10:00 a.m. to 12:00 p.m., Location Web Conferencing

Thursday, September 30, 2021, 10:00 a.m. to 12:00 p.m. – Location To Be Determined

Thursday, November 25, 2021, 10:00 a.m. to 12:00 p.m. – Location To Be Determined

6. ADJOURNMENT

By general consent, the meeting adjourned at 12:16 p.m.

Laura Patrick, Chair

Sarah Shugar, Recorder

SSIWPA Coordinator's Report
For the period January 1-31, 2021

Administrative Task Area

1. Organize Steering Committee Meetings:

Meetings listed on website, agenda correspondence, distribution
Compile package
Update minute-taker for attendance, late items, revised cover

2. Manage SSIWPA membership lists and coordinate process to fill vacancies:

Correspondence about new/existing members: TSS, Agricultural Alliance, Harbourview
Contact list updating

3. Records Management:

Distribution of draft meeting minutes
Review of draft meeting minutes 2021-01-21
Adopted meeting minutes 2020-12-17 created
Adopted meeting minutes and agendas sent to Islands Trust - up to date
Compiled scope memos for two IT projects

4. SSIWPA Website:

adopted minutes, regular maintenance, membership changes, document library

5. Mail-outs and public outreach:

none this period

6. Public inquiries and correspondence:

none this period

8. Reporting:

Coordinator's report for the period

9. Action List and Decision Log

Updated for January meeting agenda

10a. Administration of Working Groups

Invited Guest student for mapping discussion
TWG groundwater brochure member review, compilation and research
TWG Agenda development and correspondence with Chair
TWG Item Brief - drafted
TWG Guest Attendee - Dr. Tara Martin - Coordination
TWG quorum and meeting coordination

SSIWPA Coordinator's Report For the period January 1-31, 2021	
Coordination Task Area	
C) Financial Reporting and Budgeting: Updated Budget 2021-22 Detail Communications and Education Budget 2021-22 Drafted	
D) Coordination and Facilitation:	
1. Facilitate SSIWPA Regular Meetings	January 21 meeting package content development and agenda facilitation planning January 21 meeting facilitation
2. Inter-agency Correspondence	Agenda and workplan project scope correspondence with four agencies SC membership correspondence with two agencies TWG membership correspondence with one agency SSIWPA - TSS discussion about EcoAction grant projects
3 a Coordinated SSIWPA workplan projects: Rainwater	Drafted Potable Rainwater Design Guide - Scope of work
3b Coordinated SSIWPA work programs: Terms of Reference	none this period
3c Coordinated SSIWPA workplan projects: Work Plan, Planning and Budget	Watershed Protection Planning Workplan topic area history at SSIWPA (Cyanobacteria, Blackburn landfill) Drafted Scope of Work content - Water System Data project and Communications projects Drafted Scope of Work coordinating input from lead contacts (Cyanobacteria, Blackburn landfill) Liaised with CRD about Weston project procurement memo Liaised with TWG Chair and Freshwater Specialist about TWG reporting on review Compiled Scope of Work content (Weston, Cedar Lane, Proof of Water, Watershed Monitoring) Assembled and distributed final workplan via website, email to members
3d Coordinated SSIWPA workplan projects: Groundwater and Lake Monitoring	Groundwater brochure content development
3e Coordinated SSIWPA workplan projects: Proof of water at time of subdivision project	none this period
3f Coordinated SSIWPA work programs: Water System Data Survey	Coordinated incoming data from small water systems (1) Sorted data, tracked 2017 and 2020 data in spreadsheet; prepared tables to show water use and water pricing by system (incomplete as of January agenda)
4 Project management of SSIWPA work program tasks, as directed by SSIWPA Steering Committee:	Annual report design management
5 Annual Report	Drafting Annual Report Content
7 Organize and facilitate community engagement:	Coord Transition Salt Spring newsletter watershed- and planning-related announcements Stewardship video correspondence

SSIWPA Coordinator's Report
For the period February 1-28, 2021

Administrative Task Area

1. Organize Steering Committee Meetings:

none this period

2. Manage SSIWPA membership lists and coordinate process to fill vacancies:

Correspondence about new/existing members: ISSES

Correspondence about new Ag Alliance Member at large

Contact list updating

3. Records Management:

Adopted minutes for December to Trust records, website

Adopted TWG minutes 2020 finalized at Trust, website

Delivery of public education materials to IT offices

Signed minutes

4. SSIWPA Website:

adopted minutes, regular maintenance, membership changes, document library

5. Mail-outs and public outreach:

News post about rain tour single location

Newsletter post shared with Transition SS

News post about Lake Stewards program

Newsletter sent to subscribers: Special Property Tax

6. Public inquiries and correspondence:

none this period

8. Reporting:

Coordinator's report for the period

SSIWPA Report to LTC Feb 16

9. Action List and Decision Log

Updated action list

10a. Administration of Working Groups

TWG agenda

TWG minutes edits

TWG meeting facilitation

TWG meeting minute recording and content

TWG mtg coordination with two guests

TWG action follow up with guests and members

**SSIWPA Coordinator's Report page 2
For the period February 1 - 28, 2021**

Coordination Task Area
C) Financial Reporting and Budgeting: Tracked communications expenses and estimates Prepared preapproval memo for staff for last month of fourth quarter
D) Coordination and Facilitation:
1. Facilitate SSIWPA Regular Meetings none this period
2. Inter-agency Correspondence Funding - EcoAction project ideas Update to Chair TWG membership correspondence with ISSES
3 a Coordinated SSIWPA workplan projects: Rainwater Groundwater brochure content development Groundwater brochure graphic design coordination and direction
3b Coordinated SSIWPA work programs: Terms of Reference Updated online new version as approved January 2021
3c Coordinated SSIWPA workplan projects: Work Plan, Planning and Budget Freshwater Sustainability Strategy meeting with lead, correspondence, info sharing Watershed Protection Planning - interagency correspondence Preapproval memo for final fiscal comms expenses to planner Reminders for project actions from January meeting - to agency reps and staff Film showing requests correspondence
3d Coordinated SSIWPA workplan projects: Groundwater and Lake Monitoring Coordination of field visits in February
3e Coordinated SSIWPA workplan projects: Proof of water at time of subdivision project none this period
3f Coordinated SSIWPA work programs: Water System Data Survey Compiled 2017 data sets for all private systems Created graphic representation of certain data comparisons (cost structure, consumption) Sent 3rd revamped type of requests for data updates for 2019-2020 from private systems, phone calls
4 Project management of SSIWPA work program tasks, as directed by SSIWPA Steering Committee: Annual report design management
5 Annual Report Drafted further Annual Report Content Liaised with Chair and Designer - Chair's message plus edits
7 Organize and facilitate community engagement: Coord Transition Salt Spring newsletter watershed- and planning-related announcements Stewardship video correspondence Single Host Covid-rules Rain Tour - posts, ad design

SSIWPA Coordinator's Report - Page 1 of 2
For the period March 1 - 31, 2021

Administrative Task Area

1. Organize Steering Committee Meetings:

sent call for agenda, organized agenda content with Chair

2. Manage SSIWPA membership lists and coordinate process to fill vacancies:

none this period

3. Records Management:

none this period

4. SSIWPA Website:

adopted minutes, regular maintenance, membership changes, document library

5. Mail-outs and public outreach:

News post about rain tour single location

Ad on SS Exch, FB for rain tour single location

Newsletter sent to subscribers - Mar 15

6. Public inquiries and correspondence:

Mr. Hawkins - groundwater monitoring

Kootenay Lake Partnership (document requested)

8. Reporting:

Coordinator's report for the period

9. Action List and Decision Log

Updated action list

10a. Administration of Working Groups

TWG agenda compilation

TWG agenda distribution, meeting planning

Salt Spring Solutions Film showing correspondence and film participation (SC)

TWG action follow up with guests and members

Created agenda content with TWG Chair and Members for SC meeting

SSIWPA Coordinator's Report - Page 2 of 2 For the period March 1 - 31, 2021	
Coordination Task Area	
C) Financial Reporting and Budgeting: Tracked communications expenses and estimates Prepared request for next fiscal design contract needs per workplan and budget	
D) Coordination and Facilitation:	
1. Facilitate SSIWPA Regular Meetings	none this period
2. Inter-agency Correspondence	Coordinate with member org (TSS) for portion of April 21 water and climate action public presentation EcoAction grant application review Update to Chair Edits to graphic designer for CDF-Water Infographic (Islands Trust, Transition SS) Participation in Freshwater Sustainability Strategy meeting 1 Update via email to SSIWPA, Annual report final draft Check in with planning staff
3 a Coordinated SSIWPA workplan projects: Groundwater Education	Groundwater brochure content development coordination Brochure edits from working group compiled, coordinated Groundwater brochure graphic design coordination and direction
3b Coordinated SSIWPA work programs: Terms of Reference	none this period
3c Coordinated SSIWPA workplan projects: Work Plan, Planning and Budget	Design contract for 21-22 Rainwater Harvesting Program Funding Application Partnership with TSS Rainwater bylaw questions CRD Freshwater Sustainability Strategy meeting with lead, correspondence, info sharing, readings and pre-meeting video study Watershed Protection Planning - interagency correspondence Preapproval memo for final fiscal comms expenses to planner Reminders for project actions from January meeting - to agency reps and staff Meetings with Chair, Planning Staff, TWG members for projects
3d Coordinated SSIWPA workplan projects: Groundwater and Lake Monitoring	none this period
3e Coordinated SSIWPA workplan projects: Proof of water at time of subdivision project	none this period
3f Coordinated SSIWPA work programs: Water System Data Survey	Correspondence with small water system managers/directors Organized incoming data and responses in spreadsheets Calculations for data survey responses from annual data provided, etc. Created graphic representation of certain data comparisons (cost structure, consumption) Compiled summary report for SSIWPA
4 Project management of SSIWPA work program tasks, as directed by SSIWPA Steering Committee:	none this period
5 Annual Report	Distribution: web, digital emails, newsletter Annual Report draft to SSIWPA for final review Annual report design management Drafted further Annual Report Content Coordinated review of design work Liaised with Chair and Designer - Chair's message plus edits
7 Organize and facilitate community engagement:	created content for news posts on website for SSIWPA newsletter Coord Transition Salt Spring newsletter watershed- and planning-related announcements Rain Tour - ad design and placement; follows public health rules



Action and Decision Log
Dated: March 31, 2021

Item	Action or Decision	Who	Status
AGREED 2020-16	Technical Working Group to complete a peer review of the upcoming technical report prepared for the Salt Spring Island Local Trust Committee regarding the Groundwater Monitoring and Lake Level Monitoring project ("Groundwater Preservation Project")	SSIWPA TWG	<i>Not started Decision</i>
AGREED 2020-12	Provide administrative and coordination support to ongoing Salt Spring Island Local Trust Committee (LTC)-led well and lake monitoring initiatives	Coordinator	<i>Ongoing Decision</i>
AGREED 2020-08	Direct the Technical Working Group to regularly discuss any updates, data, review requests from Professor Gleeson about the Fault Zone Hydrogeological Project in Fulford Harbour.	n/a	<i>Ongoing Decision</i>
AGREED 2020-06	Direct the Technical Working Group to regularly discuss Freshwater Catalogue science questions and data at its quarterly meetings	n/a	<i>Ongoing Decision</i>
AGREED 2020-01	Further investigation is needed to consider the best approach for island-wide water availability and sustainability.	n/a	<i>In Process Decision</i>
RESOLUTION 2019-06	Work with Islands Trust staff to develop a strategy to engage and invite First Nations to participate in SSIWPA	Coordinator	<i>Postponed</i>
2019-07-05 5.1	Write a public education letter - impacts of illegal bulk water draws from lakes; impacts of tampering with beaver dams; include reference to the Report All Poachers and Polluters (RAPP) toll free tip line.	Chair Patrick	<i>Postponed</i>
2018-07-20 4.8	Committee Members will review the minutes of the Strategic Planning Meeting (June 12, 2018) at a future meeting.	ALL- unassigned	<i>Postponed</i>
2018-02-23 4.5	Steering Committee will revisit the TWG CRS proposal following receipt of the Golder Groundwater Budget Report.	Steering Committee	<i>Postponed</i>



Resolutions & Actions Completed

Updated: March 31, 2021

Item Minutes Date and Number	Action	Who	Completed
AGREED 2020-26	Approved Draft Annual Report 2019-20 In Principle.	SSIWPA	<i>Completed Decision</i>
AGREED 2020-24	Refer the Watershed Ecosystems Resilience Mapping to the Technical Working Group and the Ecological Research Network.	SSIWPA	<i>Completed Decision</i>
AGREED 2020-25	Amend the Terms of Reference for the SSIWPA Steering Committee to change the statement "Meeting quorum of the steering committee current membership is considered 50% of the whole membership plus Chair or Vice-Chair" to "Meeting quorum of the steering committee current membership is considered 50% of the voting membership plus Chair or Vice-Chair".	Coordinator	<i>Completed Decision</i>
AGREED 2020-23	Approved SSIWPA Workplan 2021-22 presented 2021-01-21 as draft.	SSIWPA	<i>Completed Decision</i>
AGREED 2020-22 Meeting 2021-01-21	Amend the Blackburn Legacy Landfill Pollution Assessment Scope of Work to include "coordinate who is responsible to assess if there is contamination related to the Blackburn Legacy Landfill."	SSIWPA Coord	<i>Completed</i>
AGREED 2020-21	Technical Working Group to collaborate with Islands Trust staff in the development of land use bylaw amendments to ensure sustainability of groundwater resources when lands are subdivided.	SSIWPA TWG	<i>Completed at TWG Decision</i>
AGREED 2020-13	Liaise with all water systems (public and private) regarding any changes to their data collection parameters since the 2017 Golder Associates Groundwater Budget report, and regarding water system rate structures.	Coordinator	<i>Completed Draft to Steering April 2021 Decision</i>

Salt Spring Island Water System Survey

2020

DRAFT FOR DISCUSSION

(Not for public circulation. Review in process.)

A report prepared for Salt Spring Island Watershed Protection Alliance

By

SSIWPA Coordinator, Shannon Cowan

March 31, 2021

This report was prepared from data and interview responses provided by Salt Spring Island Small Water System managers as well as North Salt Spring Waterworks District and CRD Water Service Area public reports.

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Introduction

At its work planning session in January, 2020, SSIWPA steering committee agreed to direct the coordinator to undertake (and to project manage) a survey of the data being collected at as many small water systems as possible in the Salt Spring Island Local Trust Area. Of the 16 water systems in active use on Salt Spring Island, twelve are sourced from groundwater and 4 are sourced from surface water. For the purpose of this study, data were retrieved through email interviews, telephone interviews, and from publicly available websites, where noted. Some of the systems are privately operated, but the majority are public water improvement districts.

The purpose of the survey was to determine whether any significant changes or improvements in data collection, data storage, analysis or use had occurred since the groundwater systems data survey conducted by SSIWPA partnering with FLNRORD in 2016 and as reported in Gorski and Sacré, 2019. A secondary purpose was for SSIWPA to access potable water rate structure information for each of the water systems (not retrieved in Gorski and Sacré, 2019), and to compare usage data for surface water systems, as well as groundwater systems (not done in Gorski and Sacré, 2019).

For the purpose of this SSIWPA steering committee review, data presented in this report for water systems other than Capital Regional District (CRD)-operated systems, and North Salt Spring Waterworks District were anonymized.

Potable Water Rates and Tariffs

The data for potable water rates and tariffs for each of the following systems were procured from the publicly available website reports by the operator:

Capital Regional District Water Systems

- Beddis Water Service Area Annual Report 2019 (available at: <https://www.crd.bc.ca/service/drinking-water/billing-accounts/information-by-area>)
- Cedar Lane Water Service Area Annual Report 2019
- Cedars of Tuam Water Service Area Annual Report 2019
- Fernwood Water Service Area Annual Report 2019
- Fulford Water Service Area Annual Report 2019
- Highland Water Service Area Annual Report 2019 (combined system with Fernwood)

North Salt Spring Waterworks District

- Regular, institutional 1&2, Farm, and Institutional 3 rates by tier (available at: <https://northsaltspringwaterworks.ca/billing-rates/regular-charges/>)

The data for potable water rates and tariffs for the remaining small water systems, as reported in Table 1, were procured from the public improvement district water manager or society director.

Please see Appendix: Table 1. Salt Spring Island Potable Water Rates, by System, and by Consumption Tier or Block Rate Structure.

Water Use Comparison

A total of 15 water systems were surveyed. The data for water use volumes was procured from publicly available Annual Reports (2019) for the following water service commissions:

Capital Regional District:

- Beddis Water Service Area
- Cedar Lane Water Service Area
- Cedars of Tuam Water Service Area
- Fulford Water Service Area
- Fernwood Water Service Area
- Highland Water Service Area (combined with Fernwood)

The North Salt Spring Waterworks District water use volumes were procured from the 2018 Water Audit (available at: <https://northsaltspringwaterworks.ca/wp-content/uploads/2019/05/NSSWD-Annual-Water-Audit-2018.xlsx.pdf>).

Consumption data (water use volumes) were procured from Gorski and Sacré (2019) for the following systems:

- The Cottages (private)
- High Hill Strata (private)
- Maracaibo Strata (private)
- Mt. Belcher Heights Improvement District

Gorski, N.G. and J.P. Sacré. 2019. Aquifer Mapping and Monthly Groundwater Budget Analysis for Aquifers on Salt Spring Island. Water Science Series WSS2019-01. Province of British Columbia, Victoria. Available at: http://a100.gov.bc.ca/appsdata/acat/documents/r56660/WSS2019SSIMapng_1558652646765_8651482202.pdf.

Please see Appendix: Table 2. Salt Spring Island Water Use Comparison, by System

Water Survey Responses – GW System 1

System name	# connections	Avg Daily Use Volume - Per Capita	Avg Daily Use Volume - Per Connection (2.1 persons)	Peak Daily Use Volume - Per Connection
Units		L/c/d	Average Day L/connection/d	Summer Drought L/connection/d
GW System 1	36	105	251	296

1. What challenges are you facing? What do you think the priorities are for SSIWPA as related to your group’s challenges? **Aging infrastructure, concern about diminishing availability during dry season, and increasing demand as vacant lots are slowly built out.**
2. What has changed over the past three years in terms of operations or data management? **Recently the wells were inspected and new well pumps were installed. Plans to upgrade water quality management to address concerns about turbidity (currently chlorine injection at one of two wells) with a new filtration system, in 2021.**
3. Does every connection on your system have a water meter? **Yes**
4. Is usage data tracked by connection and made available to the ratepayer? **Yes, monthly.**
 - a. Does any other entity have access to usage data? **No**
5. What was peak day average usage volume per connection or per capita (2.4 residents per single family dwelling) in 2019? **Equivalent to avg. 296 L/household/peak day in the “Dry” Months (June-Sept incl.) in 2020: 10,652 L/dry day/whole system (2,343 lgal.) And, in 2019: 10,842 L/dry day/whole system (2385 lgal.)**
6. What was non-peak day average usage volume per connection (or per capita) in 2019/2020? **251 L/household/rainy day in 2020. Equivalent to 105 L/c/d on a rainy day in 2020. Equivalent to 9.051 L/rainy day/whole system in 2020 (1,991 lgal.). And, in 2019: 8,573 L/day/whole system (1886 lgal.)**
7. Other than a graduated fee structure by volume, do you have any other measures by which to distinguish bulk users/commercial scale connection types? **No. Our tariff does not allow commercial usage.**
8. Has your Board considered usage thresholds and multiple connection types with associated limits to daily withdrawals to address the need for water conservation? Please explain. **Yes, in part. Each connection is allowed up to 8,000 lgal. per month, except only up to 5,000 lgal. per month from June to September, inclusive. The penalty for exceeding the monthly allowance is \$100 per 1,000 lgal. or part thereof over the limit. We do not have a practical method of monitoring daily usage.**
9. Is there other information about your water system/district that might be of value to SSIWPA and the island’s water conservation practices? **None comes to mind . . .**
 - a. E.g. measures of success for Level 1, 2, 3, 4 water restrictions or other methods.

10. Who is the regular operator who checks the system and does the measurements? Do you have any paid staff and if yes, how many? **No paid staff but have contract operator (NSSWD).**
11. Are you willing to share your potable water service fee structure for a) SSIWPA only, or b) public information for our SSIWPA website? If yes, please indicate a) or b) and please send the fee structure documentation to Shannon. **Yes, see Table 1; without restriction.**

Other responses provided:

Well Construction Records: **Well records provided. No hydrogeological reports available.**

GW Level Data Collection Interval: **Weekly**

Total System Demand (2020): **3,777,801 L (831,000 lgal.)**

Total Production (2020): **5,346,202 L (1,176,000 lgal.)***

***Cause of large discrepancy between annual production and demand is under investigation.**

Water Survey Responses – GW System 2

System name	# connections	Avg Daily Use Volume Per Capita	Avg Daily Use Volume (2.1 persons)	Peak Daily Use Volume
Units		L/c/d	L/connection/day	L/connection/day
GW System 2	21	40	93	261

1. What challenges are you facing? What do you think the priorities are for SSIWPA as related to your group’s challenges? **Lack of government grants was a barrier that the users are facing at this system.**
2. What has changed over the past three years in terms of operations or data management? **Continues to collect data in the same manner as it has historically done.**
3. Does every connection on your system have a water meter? **Yes, but meters are not used to track usage on a regular basis. The fact that the ratepayer is aware of the meter serves to encourage water conservation. The meters are used to locate leaks on the system and no other entity normally has access to usage data.**
4. Is usage data tracked by connection and made available to the ratepayer? **Yes,**
 - a. Does any other entity have access to usage data? **No**
5. What was peak day average usage volume per connection or per capita (2.4 residents per single family dwelling) in 2019/2020? **The peak average usage volume per connection in 2019 was 261 L/connection/peak day.**
6. What was non-peak day average usage volume per connection (or per capita) in 2019/2020? **The average (rainy) daily usage volume per connection in 2019 was 93.4 L/connection/average off-peak day.**
7. Other than a graduated fee structure by volume, do you have any other measures by which to distinguish bulk users/commercial scale connection types? **No.**

8. Has your Board considered usage thresholds and multiple connection types with associated limits to daily withdrawals to address the need for water conservation? Please explain. **There are no bulk or commercial uses of this system. There are no bulk or commercial uses of this system. For fees, please see table 1. There is a suggested upper daily consumption limit to which ratepayers voluntarily adhere, and the district as a whole is advised if any daily consumption values are excessive for any one user – voluntary conservation measures work in this small water system.**
9. Is there other information about your water system/district that might be of value to SSIWPA and the island’s water conservation practices?
 - a. E.g. measures of success for Level 1, 2, 3, 4 water restrictions or other methods.
10. Who is the regular operator who checks the system and does the measurements? Do you have any paid staff and if yes, how many? **There is one manager who is the single employee for the system.**
11. Are you willing to share your potable water service fee structure for a) SSIWPA only, or b) public information for our SSIWPA website? **Yes, see Table 1. Our annual and only fee for water is presently \$875.00 and has remained unchanged for a few years now. That may be shared on the SSIWPA website.**

Water Survey Responses – GW System 3

System name	# connections	Avg Daily Use Volume Per Capita	Avg Daily Use Volume (2.1 persons)	Peak Daily Use Volume
Units		L/c/d	L/connection/day	L/connection/day
GW System 3	24	15	36	41

1. What challenges are you facing? What do you think the priorities are for SSIWPA as related to your group’s challenges? **Finding qualified, reliable, responsive on-island resources for ongoing maintenance and operation of our water system.**
2. What has changed over the past three years in terms of operations or data management? **Nothing.**
3. Does every connection on your system have a water meter? **Yes. Monthly billing. Weekly readings (started May 2014).**
4. Is usage data tracked by connection and made available to the ratepayer? **Yes**
 - a. Does any other entity have access to usage data? **No.**
5. What was peak day average usage volume per connection or per capita (2.1 residents per single family dwelling) in 2019/2020? **The average peak day was 17 L/c/d in 2020**

6. What was non-peak day average usage volume per connection (or per capita) in 2019/2020? **The average off-peak day was 15 L/c/d in 2020**
7. Other than a graduated fee structure by volume, do you have any other measures by which to distinguish bulk users/commercial scale connection types? **No.**
8. Has your Board considered usage thresholds and multiple connection types with associated limits to daily withdrawals to address the need for water conservation? Please explain. **Thresholds yes, otherwise no.**
9. Is there other information about your water system/district that might be of value to SSIWPA and the island's water conservation practices? No reply.
10. Who is the regular operator who checks the system and does the measurements? Do you have any paid staff and if yes, how many? **For 2018-2020 we engaged a facilities maintenance company to do the weekly readings, check levels and manage plumbers etc. for maintenance. This company is no longer available to us effective 2021 so council president will take on the weekly processes until a new company can be engaged.**
11. Are you willing to share your potable water service fee structure? **Yes, see Table 1.**

Other Notes:

There are two connections in this system that are food producers but their usage is averaged with all the other connections in the peak and non-peak day averages noted here above. Only one of the 24 connections is residential. Toilet-flushing is the main water usage on the system as a whole. For this year we have built into our billing program a \$50 surcharge if average use exceeds 200 litres per day for the month.

Water Survey Responses – GW System 4

System name	# connections	Avg Daily Use Volume Per Capita	Avg Daily Use Volume (2.1 persons)	Peak Daily Use Volume
Units		L/c/d	L/per connection/day	L/connection/day
GW System 4	60	45	109	282

1. What challenges are you facing? What do you think the priorities are for SSIWPA as related to your group's challenges? **cost inflation, aging infrastructure, access to human resources**
2. What has changed over the past three years in terms of operations or data management? **Nothing.**
3. Does every connection on your system have a water meter? **Yes.**

4. Is usage data tracked by connection and made available to the ratepayer? **Yes**
 - a. Does any other entity have access to usage data? **No.**
5. What was peak day average usage volume per connection or per capita (2.4 residents per single family dwelling) in 2019/2020? **In 2019, the “dry” peak day average usage per connection was 282 L/connection/day and the per capita was 134 L/c/d.**
6. What was non-peak day average usage volume per connection (or per capita) in 2019/2020? **The average rainy day usage was 45 L/c/d in 2019.**
7. Other than a graduated fee structure by volume, do you have any other measures by which to distinguish bulk users/commercial scale connection types? **Direct observation of property use – only 61 properties. Treat two commercial connections as they were residential connections.**
8. Has your Board considered usage thresholds and multiple connection types with associated limits to daily withdrawals to address the need for water conservation? Please explain. **An increasing trailing block rate structure encourages conservation. Residents using more than an arbitrary threshold are directly contacted by trustees.**
9. Is there other information about your water system/district that might be of value to SSIWPA and the island’s water conservation practices? **Regular communication on matters of conservation and direct contact of heavy users is much more effective than non-monitored water restrictions. We do not believe that depending on “finking on neighbours” is a good strategy for regulatory enforcement of conservation.**
10. Who is the regular operator who checks the system and does the measurements? Do you have any paid staff and if yes, how many? **NSSWD is contract operator. One trustee is a qualified operator and provides oversight and does data tracking and supplemental testing.**
11. Are you willing to share your potable water service fee structure for a) SSIWPA only, or b) public information for our SSIWPA website? **Yes this is public info:**
<http://www.scottpointwaterworks.com>.

Water Survey Responses – GW System 5

System name	# connections	Avg Daily Use Volume Per Capita	Avg Daily Use Volume (2.1 persons)	Peak Daily Use Volume
Units		L/c/day	L/connection/day	L/connection/day
GW System 5	24	43	104	161

1. What challenges are you facing? What do you think the priorities are for SSIWPA as related to your group's challenges? **We are considering major upgrades that could include chlorination. We have added monitors to the primary meters leading out of the pumphouses to catch leaks or large usage as early as possible.**
 2. What has changed over the past three years in terms of operations or data management? **Nothing.**
 3. Does every connection on your system have a water meter? **Yes.**
 4. Is usage data tracked by connection and made available to the ratepayer? **Not answered.** Does any other entity have access to usage data? **Not answered.**
 5. What was peak day average usage volume per connection or per capita (2.4 residents per single family dwelling) in 2019/2020? **For the 24 connections the peak average was ~ 3,864 L/d (850 lgal/d) which is 161 L/connection/peak day - although there are many seasonal houses on this system so there are several houses/ lots that did not withdraw in the month of August at all. Max usage: For one individual connection the 2020 peak usage was 457 L/d (100.6 lgal/d) which is significantly higher than most residences in the month of August.**
 6. What was non-peak day average usage volume per connection (or per capita) in 2019 or 2020 if you have it? **The non-peak daily average demand in 2020 for the entire system was < 2.5 cu.m (< 550 lgal).**
 7. Other than tiered rates, do you have other means to distinguish commercial users? **No response.**
 8. Has your Board considered usage thresholds and multiple connection types with associated limits to daily withdrawals to address the need for water conservation? Please explain. **We have not implemented usage thresholds other than to create tier level pricing for thresholds over certain usage limits. (see below) We also communicate with homeowners that seem to be using larger amounts of water. We also monitor system for leaks using digital monitors on the pumphouse meters.**
 9. Is there other information about your water system/district that might be of value to SSIWPA and the island's water conservation practices?
 10. Who is the regular operator who checks the system and does the measurements? Do you have any paid staff and if yes, how many? **We have no paid staff. We ask each homeowner/resident to report monthly readings during the April to October time frame when rains are scarce. There are two to three members that assist in tracking the well levels and reporting them. One volunteer council member records all the readings and contacts the plumbers when maintenance is needed. They are provided a nominal amount (500/ year) for assisting in that.**
9. Are you willing to share your water service fee structure? **Yes. With SSIWPA only.**
 - a. **Residents who conserve water are given an incentive as follows: if their water consumption does not exceed 5.45 cu.m (1200 lgal) in a 30 day period between 1 April and 31 October, and 39 cu.m (8600 lgal) for the same 7 month period and their annual consumption does not exceed 66.8 cu.m (14,700 lgal) their annual water toll is be**

waived (that is because that level of use is not having an evident impact on the quality of the groundwater source).

- b. Residents who exceed the rate in (a) but have lower use than in (c) pay the regular water rate, which is \$0.01/lgal (\$10/1000 lgal).
- c. Residents who use excessive amounts of water have a surcharge applied to their water bills. The surcharge applies to households exceeding 16,000 gallons between 1 April and 31 October (or 75 lgal a day). This surcharge rate is \$0.20/lgal for the first 5000 over 16,000 lgal, \$.40/lgal for the next 5000 over and \$1.00/lgal for usage beyond that.

Water Survey Responses – Cedar Lane Water Service Area (CRD)

System name	# connections	Avg Daily Use Volume Per Capita	Avg Daily Use Volume (2.1 persons)	Peak Daily Use Volume
Units		L/c/day	L/ connection/day	L/connection/day
Cedar Lane Water Service Area	37	100	241	n/a

The SSIWPA coordinator was directed by CRD Electoral Area staff to compile responses to survey questions from the AGM reports 2019 (operating summaries). For each CRD-operated system, the AGM report provided a description of the service, summary of the water supply, demand and production, drinking water quality, operations highlights, capital project updates and financial report.

The following SSIWPA survey questions were answered with the use of data taken from publicly-available Cedar Lane Water Service Area AGM report (2019):

- 3. Does every connection on your system have a water meter? **Yes.**
- 4. Is usage data tracked by connection and made available to the ratepayer? **Yes, but not publicly available.**
 - a. Does any other entity have access to usage data? **Not answered.**
- 5. What was peak day average usage volume per connection or per capita (2.4 residents per single family dwelling) in 2019/2020? **Not treated in annual report.**
- 6. What was non-peak day average usage volume per connection (or per capita) in 2019/2020? **The average rainy day usage was 241 L/connection/d and 100 L/c/d in 2019.**

7. Other than tiered rates, do you have other means to distinguish commercial users? **No response.**
8. Has your Board considered usage thresholds and multiple connection types with associated limits to daily withdrawals to address the need for water conservation? Please explain. **We have tiered rates that increase for higher volume users, but no other limits. All connections are to residential properties that are similar in demand profile, so there is no need for different connection types.**
9. 9. Is there other information about your water system/district that might be of value to SSIWPA and the island's water conservation practices? **Other information: Our system is aging, and we have significant improvement costs on the horizon (including replacement of all the existing in-ground pipe, which is asbestos-cement. Along with numerous other upgrades needed, and ongoing repairs, we will be facing financial challenges.**
10. Who is the regular operator who checks the system and does the measurements? Do you have any paid staff and if yes, how many? **North Salt Spring Waterworks District.**
11. Are you willing to share your potable water service fee structure for a) SSIWPA only, or b) public information for our SSIWPA website? **Yes this is public info: See Appendix: Table 1.**
 - a. <https://www.crd.bc.ca/service/drinking-water/billing-accounts/information-by-area>
 - b. See also <https://www.crd.bc.ca/about/data/drinking-water-quality-reports/>

The Cedar Lane Water Service Commission provided the following survey responses in 2019 when SSIWPA conducted a brief non-data survey of water districts and systems (ref. SSIWPA Agenda Package 2019-10-22). The SSIWPA representative from this Commission confirmed the response below is applicable as of the date of writing:

1. What challenges are you facing? What do you think the priorities are for SSIWPA as related to your group's challenges?

Top challenge = Capacity / availability of supply to meet demands in Cedar Lane area

- **Charter or memorandum of agreement for how CRD, FLNR and Islands Trust will work together to predict aquifer maximum capacity, and assessment of proof of water for future demand/development within the service area; Outline how the Commission will be kept informed and involved.**
 - **e.g. Develop a Cedar Lane Service Area water availability model or maximum capacity for current groundwater supply that includes alternative source requirements for developments/future buildout beyond capacity.**
- **Alternate sources: Water Storage Bylaw for New Builds**

- SSIWPA could advocate for a bylaw requirement for all new builds in the Service Area to have water storage (enforced by CRD during building permit process - see *Saturna example*).
- The Service Area faces ongoing issues with the current resource quality (above max. allowable limit of manganese and required extra water treatment, which is costly but is working).

Water Survey Responses – Cedars of Tuam Water Service Area (CRD)

System name	# connections	Avg Daily Use Volume Per Capita	Avg Daily Use Volume (2.1 persons)	Peak Daily Use Volume
Units		L/c/day	L/connection/day	L/connection/day
Cedars of Tuam Water Service Area	16	108	259	n/a

The following SSIWPA survey questions were answered with the use of data taken from publicly-available Cedars of Tuam Water Service Area AGM report (2019):

3. Does every connection on your system have a water meter? **Yes.**
 4. Is usage data tracked by connection and made available to the ratepayer? **Yes, but not publicly available.**
 5. What was peak day average usage volume per connection or per capita (2.4 residents per single family dwelling) in 2019/2020? **Not treated in annual report.**
 6. What was non-peak day average usage volume per connection (or per capita) in 2019/2020? **The average rainy day usage was 259 L/connection/d and 108 L/capita/d in 2019.**
10. Are you willing to share your potable water service fee structure for a) SSIWPA only, or b) public information for our SSIWPA website? **Yes this is public info: See Appendix: Table 1.**
- a. <https://www.crd.bc.ca/service/drinking-water/billing-accounts/information-by-area>
 - b. See also https://www.crd.bc.ca/docs/default-source/crd-document-library/committeedocuments/cedarsoftuamwaterservicecommissionsi/20201105/staffreport_cedarsoftuam_2019agm.pdf?sfvrsn=5b51fbcc_8

The Cedars of Tuam Water Service Commission provided the following survey responses in 2019 when SSIWPA conducted a brief non-data survey of water districts and systems (ref. SSIWPA Agenda Package 2019-10-22):

- 1) What challenges are you facing? What do you think the priorities are for SSIWPA as related to your group's challenges?
- **very low availability of water in July to Oct time frame (groundwater)**
 - **crumbling infrastructure (well, distribution pipes)**
 - **high maintenance, replacement costs (a new well has been identified but hook up will be in the hundreds of thousands of dollars)**
 - **absentee owners**
 - **SSIWPA could help identify low cost financing**

Other Notes – Cedars of Tuam System:

During the 2019 year, there were significant errors in raw water production, as metered, and no data were reported. Usage meters were functional. The total water demand in 2019 was 1,511 m³ which represented a 10% increase from the previous year and a 27% increase from the 5-year average (CRD 2019 System Report, page 6). This signifies that water usage patterns are changing in this water system. Individual connection usage data are available by request only. There had been turbidity measures exceeding the Guidelines for Canadian Drinking Water Quality limit of 1NTU between September and December, when groundwater levels are at their lowest during the year, reported both in 2018 and 2019. The 2019 exceedance periods were reported to be lower and shorter than in 2018. Reservoir draining, cleaning and inspection was put off from 2019 to 2020.

Surface Water Systems:

Water Survey Responses – North Salt Spring Waterworks District

System name	# connections	Avg Daily Use Volume Per Capita	Avg Daily Use Volume (2.1 persons)	Peak Daily Use Volume
Units		L/c/d	L/connection/day	L/connection/day
NSSWD residential	1816	230*	483	n/a

*Based on 2.4 residents / SFE in NSSWD Water Audit Report (2018)

1. What challenges are you facing? **Limited water supply and funding for infrastructure.** What do you think the priorities are for SSIWPA as related to your group's challenges? **Education and outreach**
2. What has changed over the past three years in terms of operations or data management? **More sites have been added to the SCADA system**
3. Does every connection on your system have a water meter? y/n **Yes**
4. Is usage data tracked by connection and made available to the ratepayer? y/n **Yes**
 - a. Does any other entity have access to usage data? Not for data on individual connections. **System wide data is made public in the annual water audit.**
5. What was peak day average usage volume per connection or per capita (2.1 residents per single family dwelling was the figure used in the Water Audit 2018)? **The 2019 water audit has not been done due to staff shortages so that information is not available. The 2018 audit is available on the NSSWD website.**
6. What was non-peak day average usage volume per connection (or per capita) in 2019? **Same answer as above.**
7. Other than a graduated fee structure by volume, do you have any other measures by which to distinguish bulk users/commercial scale connection types? **They are classified differently for parcel tax purposes.**
8. Has your Board considered usage thresholds and multiple connection types with associated limits to daily withdrawals to address the need for water conservation? Please explain. **I think you mean cutting a connection off after it reaches its allowable threshold. If so, it has been mentioned by not seriously considered. Such measures would be difficult to enforce, require extensive administrative and operational resources and represent risks to public health and fire safety.** [Coordinator's Note: NSSWD does operate a multi-tiered rate structure and categorizes 10 classes of service.]
9. Is there other information about your water system/district that might be of value to SSIWPA and the island's water conservation practices? **Watering restrictions are guided**

by a guide curve developed using the water model for St Mary Lake. Examples are available on the NSSWD website with the monthly lake level and rainfall updates.

10. Who is the regular operator who checks the system and does the measurements? Do you have any paid staff and if yes, how many? **13 staff**
11. Are you willing to share your potable water service fee structure for a) SSIWPA only, or b) public information for our SSIWPA website? If yes, please indicate a) or b) and please send the fee structure documentation to Shannon. **Yes, it is publicly available already.**
See: <https://northsaltspringwaterworks.ca/bylaws/taxation-water-and-other-rates/bylaw-298-tolls-and-charges-2021/>

Other (October 2019 interview with NSSWD Board Chair – these views do not necessarily represent the views of the entire NSSWD Board):

What challenges are you facing? **Moratorium. Trying to find ways to lift it.**
Government-funded social housing projects.

What do you think the priorities are for SSIWPA as related to your group's challenges?

- **Seeking more detailed information on groundwater availability (any new source supplies in the NSSWD?)**
- **Desalination**
- **Have SSIWPA Technical Working Group as review for the work of qualified professionals and staff only.**

Water Survey Responses – Beddis Water Service Area (CRD)

System name	# connections	Avg Daily Use Volume Per Capita	Avg Daily Use Volume (2.1 persons)	Peak Daily Use Volume
Units		L/c/day	L/connection/day	L/connection/day
Beddis Water Service Area	127	168	402	n/a

As reported in the minutes of the Beddis Water Service Commission’s Annual General Meeting (2019):

The Beddis Water System service totaled 18, 543 m³ as annual demand in 2019. The average usage volumes in the table above and Appendix Table 2 were calculated from the total demand value less The system is fully metered, and water meters are read quarterly. Water meter information enables water production and consumption to be compared in order to estimate leakage losses in the distribution system. The difference between water produced and water demand (total metered consumption) is called non-revenue water and includes distribution leaks, meter error, and unmetered uses such as fire hydrant usage, distribution system maintenance, and process water for the treatment plant. Non-revenue water is approximately 29%. Water loss is estimated to be approximately 24% which is considered high for small water system such as Beddis. However, as was in 2018, some of the water loss for the service can be attributed to a number of water main and service line breaks in 2019.

Water Survey Responses – Fulford Water Service Area (CRD)

System name	# connections	Avg Daily Use Volume Per Capita	Avg Daily Use Volume	Peak Daily Use Volume
Units		L/c/d	L/connection/day	L/connection/day
Fulford Water Service Area ¹	95	263	630	n/a

The following SSIWPA survey questions were answered with the use of data taken from publicly-available Fulford Water Service Area AGM report (2019):

7. Does every connection on your system have a water meter? **No.**
8. Is usage data tracked by connection and made available to the ratepayer? **No.**
9. What was peak day average usage volume per connection or per capita (2.4 average residents per single family dwelling) in 2019/2020? **Not treated in annual report, but the range of total production on the entire system of 91 connections during the peak months June to September, 2019 was 2,500 – 3,500 m³/month (equivalent to 40 - 76 m³/system/d).**
10. What was non-peak day average usage volume per connection (or per capita) in 2019/2020? **The average off-peak daily usage was 630 L/connection/d and 263 L/capita/d in 2019 (see footnote 1, below, for calculation).**
11. Are you willing to share your potable water service fee structure for a) SSIWPA only, or b) public information for our SSIWPA website? **Yes this is public info: See Appendix: Table 1.**
 - a. <https://www.crd.bc.ca/service/drinking-water/billing-accounts/information-by-area>
 - b. See also https://www.crd.bc.ca/docs/default-source/crd-document-library/committeedocuments/fulfordwaterservicecommissionsi/20201103/staffreport_fulford_2019agm.pdf?sfvrsn=db2ff8cc_12

Other (October 2019 interview with Fulford Commission):

- 1) What challenges are you facing? What are SSIWPA priorities to assist with your group's challenges?
 - A. **Watershed capacity: What is the annual water availability volume that can be withdrawn from Weston Lake under legislation? Is it being withdrawn, or not?**
At the time of this survey (fall 2019), the Fulford Water Service Commissioners were seeking data about licenses, the degree to which the lake could support new water license applications, and information about provincial control of licensing given the

apparent lack of water availability measurements and information for the Weston Lake watershed. The commissioners were seeking to increase their ability to make scientifically-based decisions on current and future requests from potential users, both residential and commercial, to join their system. They also sought to estimate future changes to the Weston Lake resources given the uncertainty of climate change and its associated shifts in rainfall patterns.

2) Controlling costs

3) Communication challenges:

- Need for public information re: restrictions on taking water from surface bodies; e.g. what is poaching and what to do if you see it.
- The commission cannot contact ratepayers directly due to privacy/confidentiality issues. (This is a Capital Regional District service area.)
- Need local number to call to report low or high water, unusual animal activity, oil slicks or other potential threats to water quality.
- Need communication with other water districts on the island.

Footnote 1: Fulford Connections are not individually metered. Non revenue water = $27,302 * 20\% = 5,460.4 \text{ m}^3/\text{yr}$. So, Total Demand is $27,302\text{m}^3 - 5,460.4\text{m}^3 = 21,841\text{m}^3/\text{yr}$. The calculation for m^3/yr for a SFE is $21,841\text{m}^3 / \# \text{ connections on system (95)} = 230 \text{ m}^3 = 230,000 \text{ L /SFE/yr}$. Divided by 365 days/yr = 630 L/connection/day. Per capita is that number divided by 2.4 persons /SFE = 263 L/c/d.

Water Survey Responses – Fernwood and Highland Water Service Areas (CRD)

System name	# connections	Avg Daily Use Volume Per Capita	Avg Daily Use Volume	Peak Daily Use Volume
Units		L/c/d	L/connection/day	L/connection/day
Highland/Fernwood	320	178	427	n/a

There were no respondents to the 2019 or the 2020-21 SSIWPA Water System Survey. The following was gleaned from the AGM Report (2019):

The difference between the Total System Production and Total Demand was reported as non revenue water resulting from leaks, meter error, maintenance, etc. In 2019, non-revenue water was reported to be 34% of total system production, and of that value, 29% was reported to be due to water loss, which is high for a small system like this one.

Appendix

Table 1. Salt Spring Island Potable Water Rates, by System, and by Consumption Tier or Block Rate Structure (not for public use)

Salt Spring Island Potable Water Rates, by System, and by Consumption Tier (Not for Public Use)							
			Consumption (cubic metres) Rate \$/cu.m				
			Tier 1	Tier 2	Tier 3		
User Fee (flat rate)		Parcel Tax \$/parcel/yr	0 - 38 cu.m	39-105	>105		
Units	\$/connection(SFE)**/yr		\$ per cu.m	\$ per cu.m	\$ per cu.m		
Cedar Lane	\$987.84	n/a	\$2.50	\$9.00	\$25.00		
Beddis	\$639.92	\$554.98	\$3.10	\$6.30	\$8.50		
Cedars of Tuam	\$1,950.76	n/a	\$0.90	\$7.70	n/a		
Fernwood	\$858.16	\$252.87	\$0.64	\$2.00	\$5.13		
Fulford***	\$1,376.76	n/a	\$0.00	\$0.00	\$3.27		
Highland	\$881.88	\$153.26	\$0.64	\$2.00	\$5.13		
NSSWD Tier Structure			0 - 31.82	31.83 - 68.19	68.20 - 113.65		
NSSWD ¹	n/a	\$686.63	\$2.28	\$2.37	\$3.49		
NSSWD Institutional 3	n/a	\$686.63	\$2.28	\$2.37	\$3.49		
NSSWD Tier - Next Level			0 - 113.65	113.66 - 181.85	181.86 - 454.62		
NSSWD Farm	n/a	\$686.63	\$2.28	\$2.37	\$4.82		
NSSWD Institutional 1&2	n/a	\$686.63	\$2.28	\$2.37	\$4.67		
GW 1 Tier Structure			0 - 36.3	0 - 22.7	each 4.5 cu.m overage		
GW System 1***	\$1,500.00	none	Oct - May	June - Sept	\$100 surcharge		
GW System 2	\$875.00	none	n/a	n/a	n/a		
GW 3 Tier Structure			0 - 4.54	4.541 - 13.64	> 13.64		
GW System 3	n/a	n/a	\$4.38	\$8.62	\$17.24		
GW 4 Tier Structure			0 - 22.7	22.71 - 45.46	> 45.46 cu.m		
GW System 4	\$0.00	\$500.00	\$6.12	\$13.21	\$220.26		
GW 5 Tier Structure			0 - 39	39 - 72.7	72.7 - 95.4	95.4 - 118.1	> 118.1
			April - Nov	April - Nov	April - Nov	April - Nov	April - Nov
GW System 5****	No base. Paid per tier only.	none	\$0.00	\$2.19	\$44.00	\$88.00	\$220.00
GW System 6	nr	nr	nr	nr	nr		
GW System 7	nr	nr	nr	nr	nr		
GW System 8	nr	nr	nr	nr	nr		

nr - no reply

¹ 2021 data

* per SFE, or Single Family residential connection (2.1 persons)

** No per unit charge 95 cu. m or less. Greater than 96 cu m = 3.27 per cu.m

Not for public use

***Tariff is flat monthly rate per connection up to 36.3 cu.m (8,000 lgal) October to May; up to 22.73 cu.m. (5,000 lgal) June to September; Overage penalty \$100 per 4.54 cu.m (1,000 lgal) above permitted amount usage during dry months - send reminder notices as necessary. Block structure encourages conservation (tiered pricing). May institute conservation to coincide with a NSSWD, CRD-issued conservation warning.

****No fee if water use does not exceed 66.8 cu.m annually but also these conditions must be met: not to exceed 5.45 cu.m in 30 day period between April 1 - Oct 31; and, must not exceed total 39 cu.m. over that 7 month period. Regular tariff for usage between 39 cu.m and 72.7 cu.m in 7-month peak period. Overage penalty as follows:

For the first 22.7 cu.m over 72.7 cu.m in the 7-month peak period April 1 - October 31 the rate is \$44/cu.m (or \$0.20/lgal). For the next 22.7 cu.m overage in the 7-month period the rate is \$88/cu.m. For all usage beyond 45.4 cu.m over the "regular" usage of 72.7 cu.m in the peak 7-month period, the rate is \$220/cu.m.

Note: There were no rates available from Groundwater Systems 9, and 10.

Appendix

Table 2. Salt Spring Island Water Use Comparison, by System

Citation:

Gorski, N.G. and J.P. Sacré. 2019. Aquifer Mapping and Monthly Groundwater Budget Analysis for Aquifers on Salt Spring Island. Water Science Series WSS2019-01. Province of British Columbia, Victoria. Available at: http://a100.gov.bc.ca/appsdata/acat/documents/r56660/WSS2019SSIMapng_1558652646765_8651482202.pdf.

Water Use Comparison, by System

System name	# connections	Avg Daily Use Volume Per Capita	Avg Daily Use Volume	Peak Daily Use Volume	Data Year Collected
Units		L/c/d	L/connection/day	L/connection/day	
Fulford Water Service Area ¹	95	263	630	n/a	2019
NSSWD residential	1826	230	483	n/a	2018
GW System 7	9	190	399		2016
Highland/Fernwood	320	178	427	n/a	2019
Beddis Water Service Area	127	168	402	n/a	2019
GW System 6	52	161			2016
GW System 8	76	145			2016
Cedars of Tuam Water Service Area	16	108	259	n/a	2019
GW System 1	36	105	251	296	2020
Cedar Lane Water Service Area	37	100	241	n/a	2019
GW System 9	50	99	208		2016
GW System 4	60	45	109	282	2019
GW System 5	24	43	104	161	2020
GW System 2	21	40	93	261	2019
GW System 3	24	17	36	41	2020

Notes:

Footnote 1: Fulford Connections are not individually metered. Non revenue water = $27,302 \times 20\% = 5,460.4$ m³/yr. So, Total Demand is $27,302\text{m}^3 - 5,460.4\text{m}^3 = 21,841\text{m}^3/\text{yr}$. The calculation for m³/yr for a SFE is $21,841\text{m}^3 / \# \text{ connections on system (95)} = 230 \text{ m}^3 = 230,000 \text{ L /SFE/yr}$. Divided by 365 days/yr = 630 L/connection/day. Per capita is that number divided by 2.4 persons /SFE = 263 L/c/d.

Data for GW Systems 6,7,8,9 were retrieved from Gorski and Sacré, 2019 available from:

https://a100.gov.bc.ca/pub/acat/documents/r56660/WSS2019SSIMapng_1558652646765_8651482202.pdf

Averages are sometimes misrepresentative due to some seasonal use only or very low offpeak.

Parcels outside of Water Systems, average usage, as a proxy (Gorski and Sacré, 2019) = 225 L/c/d

Provincial Average Daily Per Capita Water Use (2016) = 320 L/c/d

Gulf Islands Rainwater Users cited 159 L/c/d in 2005

(http://www.islandstrustconservancy.ca/media/39063/rainwater_harvesting_faq.pdf)

Average household size in British Columbia, defined at the national level (Statistics Canada, 2016) = 2.4

(<https://www150.statcan.gc.ca/n1/pub/62f0026m/2017002/app-ann-g-eng.htm>)

Groundwater Systems Average Daily (L/c/d)	104.11
Surface Systems Average Daily (L/c/d)	209.75
Compare SSI Groundwater: Surface %	49.64
Compare SSI Groundwater: Municipal Avg BC %	32.53
Compare SSI Surface: Municipal Avg BC %	65.55

COASTAL DOUGLAS-FIR (CDF) FORESTS: REDUCING RISK IN OUR COMMUNITIES

HOW DO FORESTS SUPPORT OUR DRINKING WATER?

Healthy watersheds **CAPTURE, STORE** and **FILTER** water effectively, reducing the risk of **DROUGHT, FLOODING** and **FIRE**.

ALL of Salt Spring Island's freshwater comes from **RAINFALL**.

Lush, intact forests with **MULTI-LAYERED** canopies **SHADE** roots and understorey plants, **STABILIZE** soils to limit erosion, and act as a **WINDBREAK**, capturing water.

Without effective water **CAPTURE** and **STORAGE**, freshwater flows **QUICKLY** through the watershed, leading to extremes of **DROUGHT** and **FLOODING**.

Trees, understorey plants, dead wood and healthy living soils **ABSORB** moisture and **STORE** it both **SHALLOW** and **DEEP**, making it available throughout the year.

Because water stored underground may take **MONTHS** or even **YEARS** to re-emerge into wells and waterways...

... the health of island watersheds **TODAY** will have ripples into the future.

HEALTHY LIVING SOILS, filled with organisms, act like a **SPONGE**, reducing surface runoff and allowing water to penetrate into groundwater systems and **FILTER SLOWLY** into waterways.

BE A WATERSHED STEWARD:

- Preserve existing forest cover, especially large trees
- Preserve/enhance understorey complexity to improve water storage:
 - Exclude browsers such as deer
 - Remove invasive plants (e.g. broom, gorse and ivy) that suppress other plants
 - Replant native plants suited for soil moisture and light levels (especially on forest edges to protect tree roots from sun)
- Enhance water storage by keeping large woody debris on forest floor and bringing small suspended debris down in contact with forest soil

By protecting forest cover and native understorey, we preserve soil health and maintain our island community's delicate freshwater balance.

HIGHER ELEVATION GROUNDWATER STORAGE

LOWER ELEVATION GROUNDWATER STORAGE

HEALTHY LIVING SOILS

Salt Spring Island Watershed Protection Alliance
Statement of Revenue and Expenditures
April 1, 2020 - December 31, 2020

NOTE: Islands Trust finance is currently in discussion with the SSIWPA consultant to understand the \$7,800 budgeted as BC Constituency Funds revenue. This grant (total of \$15K) was received in 2017 and is recorded in the financial records as a restricted grant. Restricted grants may only be brought into revenue when spent on appropriate expenditures, per grant restrictions. No expenditures related to the grant restrictions are shown in the Annual Budget. Future reports may have amendments to these figures as new information related to the grant funds is obtained.

	Annual Budget	YTD Actuals as at Sept 30, 2020	\$ over (under) budget	% of budget received/ spent	Comments
REVENUE					
SSI LTC Special Property Tax Requisition Grant Income:	75,500	75,500	-	100%	Received in full in Q2
Province of BC Constituency Funds	7,800	-	(7,800)	0%	
Total Revenue	83,300	75,500	(7,800)	91%	
EXPENSES					
Coordination	60,000	42,045	(17,955)	70%	Contract not finalized until May 2020 no work done in April 2020
Communications	6,500	2,690	(3,810)	41%	
Events	2,700	-	(2,700)	0%	
Meeting cost	2,290	1,207	(1,083)	53%	
Website	3,600	682	(2,918)	19%	
Projects					
CDF and Associated Ecosystems Protection	-	88	88	0%	
Total Expenses	75,090	46,711	(28,379)	62%	
Contribution to Surplus	8,210				
Total Annual Surplus (Deficit)	-	28,789			
Accumulated Surplus, beginning of year		85,256			
Accumulated Surplus, end of year		93,466			

Correspondence Item
To: SSIWPA Coordinator
From: Terry Clement, Director
Agricultural Alliance Board of Directors

Received: February 8, 2021

Hi Shannon

I am pleased to inform you that Margaret Thomson has agreed to be our representative on the SSIWPA. She has a keen interest in water issues as they affect SSI and has served on different related committees in the past. Margaret will serve both of us admirably.

Her email contact is: Margaret Thomson (windrush4669@shaw.ca)

Have a great day,
Terry

From: Kathleen Reimer Gmail salmonkathy@gmail.com
Subject: member at large
Date: January 28, 2021 at 6:27 PM
To: islandstrust\ssiwpa ssiwpa@islandstrust.bc.ca

Hi Shannon

Could we please have a spot on the committee as a member at large. I meant to join a while ago but I think it is time the fish and wildlife are represented. We had good returns to all the streams that we have been working on..It is our 36th year of working on the island. Please let me know, Kathy

--

Kathy Reimer
Salt Spring Island
British Columbia
Canada



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**TECHNICAL WORKING GROUP (TWG)
Report to
SSIWPA Steering Committee April 15, 2021**

Dates of TWG Quarterly Meetings: Friday February 5 and Tuesday April 6, 2021

- 5.1.1 **By general consent**, the Technical Working Group agreed to recommend that the SSIWPA Steering Committee add Watershed Ecosystem Resilience Mapping and potential for integration with Dr. Martin's Land Priority Mapping as a project on the 2021-22 SSIWPA Workplan.
- 5.1.2 **By general consent**, SSIWPA Technical Working Group elected John Millson as Chair for the twelve months January 1 – December 31, 2021.
- 5.1.3 **By general consent** the Technical Working Group agreed to recommend that the Steering Committee consider directing its TWG to provide technical advisory to a Transition Salt Spring Ecological Research Network (ERN) "SSI Watershed Stewardship" Video Project that is currently in planning stages.
- 5.1.4 **By general consent**, the Technical Working Group agreed to remind SSIWPA-SC of the ongoing and expanded value of the Water Preservation Society's Freshwater Catalogue. As supported by Dr. Diana Allen, the resulting community-based research results and datasets, including the recommended linkages between stream and groundwater chemistry made by Dr. Allen and her graduate student in 2020, are considered by experts to have significant value in the goals of many inter-connected research projects coordinated by SSIWPA and carried out by local government and by non-governmental organizations on Salt Spring Island. As well, it was noted that the Freshwater Catalogue also offers useful linkages with future elements of a potential SSI Groundwater Sustainability Strategy.

Sent by SSIWPA Coordinator
March 23, 2021

Hello Ron,

Thank you for your reply.

I will follow up with Islands Trust about the pilot project reporting to Local Trust Committee for you.

The Local Trust Committee Project Charter (Groundwater Preservation Project v8.2) was amended and even though the pilot was completed and report to the Real Estate Foundation was completed in 2020, the project was extended by the lead agency.

Please note that the pilot project findings were publicly reported by Mr. Shulba at a public meeting held December 6, 2019 – coordinated and hosted by SSIWPA.

Thank you!
Shannon

From: Ron Hawkins
Date: Tuesday, March 23, 2021 at 10:26 PM
To: SSIWPA <ssiwpa@islandstrust.bc.ca>
Subject: RE: Groundwater Monitoring Pilot Project (done with Real Estate Foundation funding support)

Thank you Shannon. I ask that you place this request on the agenda of the next SSIWPA meeting, and that you write to William (cc. Laura Patrick) so they have fore notice to prepare themselves for a response: 'When does SSIWPA expect to complete this project? Why is it taking so long to complete? Is it not a priority? Thank you.
Ron

From: SSIWPA
Sent: Tuesday, March 23, 2021 4:22 PM
To: [Ron Hawkins](#)
Subject: Re: Groundwater Monitoring Pilot Project (done with Real Estate Foundation funding support)

Dear Ron,

Thanks for your inquiry about the Groundwater Monitoring Project.

I still don't have an update from the project lead as to the date it will be coming to Local Trust Committee.

Here was the previous communication we had last year about this just to jog your memory:

You sent email September 17, 2020, to which I thought William replied? I'm sorry, I don't have any ETA for you as he is project lead.

Your email:

Thanks Shannon and William,

When do you anticipate completion of data analysis and submission of the technical report to the LTC? I would appreciate being informed when this happens, or certainly when the LTC makes it public.

I'm trying to establish an awareness of how long this will likely take. Would you estimate that likely to be 6, 12, 18, or 24 mo. from now? Thanks.

Ron

From: SSIWPA
Sent: Thursday, September 17, 2020 4:20 PM
To: [ronhawkins](#)
Subject: SSIWPA Groundwater Query

Hi Ron,

Thank you for your email dated last Friday.

I did require to touch base with project lead, William Shulba before replying and that took until yesterday.

Here is my reply to you:

Thank you for your interest in coordinated water monitoring on Salt Spring Island.

The pilot study entitled "Salt Spring Island Targeted Groundwater Level Monitoring Pilot" that was conducted thanks to funding from partners (Islands Trust, CRD, FLNR and Real Estate Foundation of BC) is now concluded, but the monitoring will continue as an ongoing community groundwater well monitoring network.

The report out to Real Estate Foundation of BC was a non technical report required for funding purposes only for the pilot.

At this time, data for the first 18-24 months of the study are being analyzed for a technical report to the Local Trust Committee and members of SSIWPA.

Monitoring consists of water level data collected every 15 minutes at 12 groundwater well sites and 4 lake monitoring stations with dataloggers.

Warmly,
Shannon

