



# Salt Spring Island Local Trust Committee

## Project Charter: Watershed Management

Creation Date: April 25, 2013

Last Updated: November 19, 2016

Version: 8

### Purpose

This project aims to address water quality and quantity issues on Salt Spring Island. The purpose of this Project Charter is to guide the overall program for watershed management on Salt Spring Island. Individual project charters will be developed to support components of this work.

1. Coordination of the Salt Spring Island Watershed Protection Authority:
  - The Salt Spring Island Local Trust Committee (SSI LTC) coordinates and participates in the Salt Spring Island Watershed Protection Authority, which entails collaborating with a number of different agencies that have a responsibility for watershed management and potable water supply.
  - Funding for this coordination is through a Special Property Tax Requisition from the Salt Spring Island Local Trust Area.
2. Land Use Planning for Watershed Management:
  - Consider the Local Trust Area's regulatory and policy framework applicable to watershed management in drinking watersheds, and consider appropriate Salt Spring Island Official Community Plan and Land Use Bylaw amendments.
  - Funding for the land use planning is through the Trust Council budget for Salt Spring Island Local Trust Committee Projects.

### Background

In 2012, the Salt Spring Island Local Trust Committee (LTC) identified watershed management as one of its top priorities. This project is supported by the Islands Trust Council 2014-2018 Strategic Plan Strategy 4.1 "Coordinate with other agencies to protect water quality and quantity."

The Salt Spring Island Local Trust Committee has received additional powers from Trust Council (under Bylaw 154), to enable it to take a leadership role in coordinating the multiple agencies involved in watershed management. Bylaw 154 delegates the SSILTC the powers (from *Islands Trust Act* section 8.2(b)) to:

- *coordinate* and *assist* in the *determination* of regional, improvement district and government of British Columbia policies;
- *coordinate* the *implementation* and *carrying out* of regional, improvement district and government of British Columbia policies.

Under this authority, the LTC coordinated the establishment of the Salt Spring Island Watershed Protection Authority (SSIWPA) in 2012. The [Salt Spring Island Watershed Protection Authority](#) is composed of a steering committee, a technical working group, and a conservation and efficiency working group. It relies on advice from public advisory committees from time to time to address issue specific objectives. The work of SSIWPA is guided by its [Terms of Reference](#), which includes the following mission statement, "To cooperate on the development and implementation of policies and initiatives for improved raw water quality, and coordinated management of quantity of Salt Spring island water sources."

SSIWPA was originally created in response to severe water quality problems in St. Mary Lake. It undertook technical analysis and community engagement, and adopted the [St. Mary Lake Integrated Watershed Management Plan](#) in 2015.

SSIWPA has initiated an “integrated watershed management program,” in recognition Salt Spring Island’s need for sustainable water use. The program aims to quantify the volume of freshwater available for human use and to identify ways to maximize the efficiency, with the overall purpose “to ensure a sustainable supply of fresh water, and to protect against over-demand and degradation of the resource and the natural systems that depend on it” (SSIWPA website: <http://ssiwatersheds.ca/water-supply-conservation/>). This may include recommendations to amend Salt Spring Island’s Official Community Plan and Land Use Bylaw, and perhaps to limit further densification in areas where water quantity sensitivities exist.

SSIWPA brings together the individual authorities of representative agencies that have responsibility for water management, environment, land use planning, public health, and the delivery of potable drinking water, but SSIWPA does not have any formal authority itself. As a participant in SSIWPA, the Salt Spring Island Local Trust Committee can offer its authority to use planning to regulate land use on Salt Spring Island.

## **Project Objectives**

- Coordinate and resource the work of the Salt Spring Island Watershed Protection Authority.
- Formalize the Salt Spring Island Watershed Protection Authority to ensure agency commitment.
- Implement the results of the “integrated watershed management program” on an incremental basis, as appropriate.
- Coordinate the implementation of individual watershed management plans for Salt Spring Island’s surface water supplies.
- Coordinate the protection and sustainable use of Salt Spring Island’s groundwater supplies.

## **Project Deliverables**

- Ongoing coordination of the Salt Spring Island Watershed Protection Authority, managed through a third party contact.
- Annual Salt Spring Island Special Property Tax Requisition requests to Trust Council.
- Creation of coordination agreements/memorandums of understanding with other member agencies of the Salt Spring Island Watershed Protection Authority.
- Identification of land use planning and other tools to protect and manage watershed health, including groundwater and surface water.
- Update Official Community Plan, Land Use Bylaw, and any other relevant policies or regulations to implement the results of the integrated watershed management program.
- Coordinate the implementation of the St. Mary Lake Integrated Watershed Management Plan and the updated Cusheon Lake Watershed Management Plan, including amendments to the Official Community Plan and Land Use Bylaw as appropriate.
- Coordinate implementation of other Salt Spring Island watershed management plans, as appropriate.
- Assist with the development of a Salt Spring Island Water Conservation and Water Demand Management Plan for the North Salt Spring Waterworks District.

## Project Scope

In Scope	Out of Current Project Scope
<ul style="list-style-type: none"> <li>• <i>Coordinate and assist</i> in the determination of the policies of a regional district, improvement district or the government of British Columbia; and to <i>coordinate</i> (not assist) in the implementation, and carrying out of the policies of a regional district, improvement district or the government of British Columbia (Bylaw 154).</li> <li>• Coordinate the Salt Spring Island Watershed Protection Authority (SSIWPA).</li> <li>• Contract manage coordination of SSIWPA and other third party contracts required to carry out the work.</li> <li>• Oversee the Terms of Reference for SSIWPA, the Technical Advisory Committee (TWG), the Conservation and Efficiency Working Group (CEWG).</li> <li>• Facilitate a Special Property Tax Requisition for the Salt Spring Island Local Trust Area to fund coordination on an annual basis.</li> <li>• Facilitate multi-stakeholder watershed management planning process.</li> <li>• Consider land use planning tools to improve groundwater and surface watershed management.</li> <li>• Facilitate cooperation agreements and letters of agreement with other member agencies.</li> <li>• Support the development of a Water Conservation and Demand Management Plan in the North Salt Spring Water District area.</li> <li>• Coordinate collaborative broader policy development to be implemented by SSIWPA and its member agencies.</li> </ul>	<ul style="list-style-type: none"> <li>• Carrying out capital works or the implementation of other agencies' policies</li> <li>• Assisting in the implementation and carrying out of the policies of a regional improvement district or the government of British Columbia</li> <li>• consideration of the SSI LTC's Rural Watershed Program</li> </ul>

## Stakeholders

### Technical Working Group

The Salt Spring Island Watershed Protection Authority created a Technical Advisory Committee in October 2013 to objectively assess research to date, identify gaps in the information, and research solutions. The committee was reformed as a Technical Working Group in September 28, 2015.

### Conservation and Efficiency Working Group

In October 2014, the Salt Spring Island Watershed Protection Authority began drafting Terms of Reference for a Water Quantity Committee. The purpose of the Water Quantity Committee is to assess quantity of potable water supply from Salt Spring Island surface and ground watersheds as well as design and evaluate improvements as directed by SSIWPA.

### Public Advisory Committees

The Salt Spring Island Watershed Protection Authority establishes Public Advisory Committees (PAC) on an as needed basis. The Salt Spring Island Watershed Protection Authority created a Public Advisory Committee in October 2014 to advise SSIWPA on the St. Mary Lake Integrated Watershed Management Plan. The committee was disbanded upon delivery of the IWMP. Other PACs will be convened at appropriate times.

### Salt Spring Island Community

Community participation in reviewing and prioritizing watershed management goals and objectives is central to the success of this project.

## First Nations

The Salt Spring Island Watershed Protection Authority has recognized that First Nations are more than stakeholders in this work and that this is a project which may generate interest by First Nations. The SSIWPA has invited membership on the SSIWPA by First Nations.

## Project Budget

- Activities related to land use planning are resourced through the Trust Council annual project budget. For certainty, activities that are customarily associated with land use planning processes include community consultation sessions where regulatory and land use planning tools are being considered.
- The SSI LTC has \$5000 remaining in the 2016-17 project budget for watershed management. It has requested \$20 000 for the 2017/18 fiscal year.
- SSIWPA coordination is funded through the annual Salt Spring Island property tax requisition, administered by Islands Trust.
- Please the attached SSIWPA Draft Budget for 2017-18.

## Project Team Resources

Name	Role	Responsibility
<i>Stefan Cermak, RPM</i>	<i>Project Supervisor</i>	<i>Ensures project aligns with strategic goals, provide adequate project resources.</i>
<i>SSI Local Trust Committee</i>	<i>Project Sponsor</i>	<i>Provides support through maintaining the project as a work program priority.</i>
<i>Island Planner</i>	<i>Project Manager</i>	<i>All project management of the project, lead/ direct all project work.</i>
<i>Consultant</i>	<i>Coordinator</i>	<i>Overall coordination of SSIWPA, including supporting budget planning, work plan, community consultation, facilitation, meeting arrangements and other requirements such as agendas, minutes and webposting etc.</i>
<i>Mark Van Bakel</i>	<i>GIS Support</i>	<i>In house, Islands Trust and CRD- as needed</i>
<i>Contractor</i>	<i>Minute Taking</i>	<i>Secretarial Service to SWIPPA including agenda circulation and minute taking.</i>
<i>Planning Team Assistant</i>	<i>Admin support</i>	<i>Minimal in house supplemental support</i>
<i>SSIWPA</i>	<i>Steering Committee</i>	<i>Provide in-kind resources and funding towards achieving project objectives.</i>

## Endorsements:

Role	Name	Endorsement Date
Project Supervisor	Regional Planning Manager	November 21, 2016
Project Manager	Island Planner	November 19, 2016
Project Sponsor	SSI Local Trust Committee	