



# Salt Spring Island Watershed Protection Authority

Minutes of a Regular Meeting

**Date of Meeting:** Friday, September 19, 2014 10:30 am - 12:30pm  
**Location:** Islands Trust Board Room  
1 – 500 Lower Ganges Road, Salt Spring Island

**Members Present:** George Grams, Chair, Islands Trust Local Trustee  
Shannon Cowan, Coordinator  
Erwin Dyck, Island Health Supervisor of Health Protection (via Skype and telephone)  
Dale Green, Capital Regional District, Integrated Watershed Management Program (via Skype and telephone)  
Wayne McIntyre, Vice-Chair, Capital Regional District (CRD) Director

**Members Regrets:** Lorrie Hunt, Fernwood Water District Commissioner  
Jeff Thompson, North Salt Spring Waterworks District (NSSWD) Trustee  
Deb Epps, Ministry of Environment, Section Head, Environmental Quality  
Meghan McKee, North Salt Spring Waterworks District Water Quality Specialist

**Technical Advisory Committee Liaison:** Don Hodgins (TAC Chair)

**Staff Present:** Stefan Cermak, Island Planner  
Mary Hughes, Recorder

**Media and Others Present:** Maxine Leichter, member of the Public Advisory Committee (PAC)  
Randy Cunningham, member of the Public Advisory Committee (PAC)

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

## 1. CALL TO ORDER

Chair Grams called the meeting to order at 10:30 a.m.

## 2. APPROVAL OF AGENDA

By general consent, the agenda was approved.

## 3. CLOSED MEETING RESOLUTION

It was MOVED and SECONDED that the Salt Spring Island Watershed Protection Authority closes this meeting to the public subject to Community Charter Section 90(1)a for the consideration of personal information about identifiable individuals in positions appointed by the Authority. **CARRIED**

#### 4. OPEN MEETING RESOLUTION

It was MOVED and SECONDED that the Salt Spring Island Watershed Protection Authority re-opens this meeting to the public subject to Section 89 of the Community Charter.

**CARRIED**

#### 5. MINUTES

##### 5.1 Draft Minutes of the August 22, 2014 SSI Watershed Protection Authority Meeting

By general consent, the Salt Spring Island Watershed Protection Authority minutes of August 22, 2014 were adopted.

#### 6. BUSINESS ITEMS

##### 6.1 Chair's Report

Chair Grams reported he has been working with staff on the 2015 budget and on the hiring of a consultant for the Structured Decision-Making process.

The SSI Local Trust Committee has added Strategic Community Sustainability Planning to its Projects list and hopes to move it into the Top Five Priorities list next term. He'd like to see a multi-agency approach to strategic planning, which would include potable water provision.

CRD Director McIntyre commented it would be useful to know what agreements and protocols are in place between the Islands Trust and the CRD and he will follow up on this initiative.

##### 6.2 Coordinator's Report

Coordinator Cowan said there is no report on St Mary Lake at this point this month. She has also been working on:

- The contract with the consultant for the Structured Decision-Making process
- Outreach to the SSI Conservancy and other groups
- Preparing materials for the Water Booth at Fall Fair
- Adding new posts to the SSIWPA website
- Facilitating and recording lake research sub-committee meetings

##### 6.3 Technical Advisory Committee Chair's Report

Don Hodgins, TAC Chair, provided the following report on TAC progress:

###### 1. Monitoring Program:

- The drilling of the septic wells is complete. Soil P analysis results have been received.
- He has sourced instruments for well sampling.
- Near-shore monitoring – lake bed samplers will be fabricated next week.
- In-lake bi-weekly sampling continues.
- The CTD is fully functional with Chlorophyll sensor.

- Re P-runoff modeling, there has been difficulty with adapting to SML.

## 2. Reports

Working papers as progress reports for TAC from John Sprague (P septic loading and septic performance), Maggie Squires and Don Hodgins have been received by TAC and are undergoing internal review. Reports should be released in a few months.

TAC Chair Hodgins spoke about the Committee's budget saying it had been spent or allocated through to year end with \$5400 remaining for chemistry. He has prepared a preliminary budget for fiscal 2015 and given it to Director McIntyre.

He presented slides regarding sampling activity.

### **6.4 Structured Decision-Making**

Island Planner Cermak reported a Request for Proposals for Structured Decision-Making Consultant for St. Mary Lake went out which generated a few applications. Applications were evaluated by staff, including Island Planners Starke and Cermak, and Coordinator Cowan. Negotiations are currently underway with one candidate, mostly over budget issues. A draft of the service contract is complete. The candidate would like a larger kick-off meeting and wants more information on the roles each committee/participant plays in SSIWPA.

### **6.5 Technical Advisory Committee Terms of Service – deferred**

#### **6.5.2 Public Advisory Commttee Terms of Service.**

Members agreed that the number of members on the PAC need not be fixed. It was noted that the Committee could be dissolved once the process is complete.

### **6.6 SSIWPA 2015 Budget**

It was noted that fiscal years are different for different agencies. This budget reflects Islands Trust fiscal year. Projected income (2015) now totals \$107,000 with a deficit of \$31,500. There was discussion about additional income that may come from other agencies. A grant application is underway with the Ministry of Environment for a portion of the expenses.

Planner Cermak queried the group about watershed focus for 2015 and there was consensus that 2015 would remain a focus year for St. Mary Lake watershed.

### **6.7 Meeting Schedule**

October 10, 2014 was confirmed as a meeting date, with October 27 and November 21 being tentative. Portlock portable has been closed for meetings.

**6.8 PAC Orientation Package Draft**

Members reviewed the draft package and commented.

**7. OTHER BUSINESS**

**7.1 Questions and Comments From Public**

A question was asked about parameters of the septic well water sampling program at St. Mary Lake.

A question was asked about the inclusion of SSIWPA's Structured Decision-Making budget in the RFP package. Planner Cermak replied in the negative because proposals were being invited unconstrained by budget.

A question was asked about sending an alternate as a PAC representative for a proposed late October meeting with the SDM Consultants.

**6. ADJOURNMENT**

By general consent, the meeting adjourned at 12:15 p.m.

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George Grams, Chair

**CERTIFIED CORRECT:**

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Mary Hughes, Recorder