



DATE OF MEETING: January 28, 2021  
TO: North Pender Island Local Trust Committee  
FROM: Robert Kojima, RPM  
Southern Team  
COPY: Narissa Chadwick, Island Planner  
William Shulba, Senior Freshwater Specialist  
SUBJECT: Groundwater Sustainability Project

## RECOMMENDATION

- 1. That the North Pender Island Local Trust Committee approve the project charter for the implementation phase of the Groundwater Sustainability Project**

## REPORT SUMMARY

This report provides a draft project charter with scope, timeline and budget for the implementation phase of the Groundwater Sustainability project.

## BACKGROUND

At the last meeting, the LTC received a report on the preliminary results of the mapping and data analysis phases of the [Groundwater Sustainability project](#). The final report is pending in the spring. At the meeting, the LTC also resolved to proceed to the next stage of the project: to consider potential policy and regulatory amendments to implement the initial phases of the project.

The project was started in 2019 as an initiative of the five southern Local Trust Committees, the initial phases of the project involved:

- Data and information inventory
- Groundwater recharge potential mapping
- Groundwater availability assessment

This work is substantially complete and a [summary report](#) was provided to the LTC at the last meeting. The use of the data and mapping will be integrated into development review procedures for all local trust areas as the final mapping data becomes available. For the LTC, the next step is to review the proposed timeline and scope for this project to consider policy and regulatory changes to implement the mapping and data analysis.

## PROJECT OUTLINE

### Project Scope

The project charter would include as in-scope:

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- Analysis and options for potential amendments
- Community education on the mapping products
- Community consultation on regulatory options
- First Nations consultation
- Bylaw amendments and associated process

Out-of-scope would be other unrelated OCP or LUB amendments.

### Project Timeline

As a major project, the timeline anticipates bylaw amendments and the related process extending into 2022. The draft project charter proposes that in the initial stage staff:

- Review the final mapping and report to identify areas of concern
- Review existing regulations, e.g. subdivision servicing requirements related to potable water
- Identify of potential new policies and regulations, e.g. requirements for cisterns, zoning changes, development permit areas.
- Report to the LTC in the spring with options on potential amendments.

The proposed second phase of the project would be early consultation:

- Community education on the final mapping and groundwater issues in the form of a community workshop presentation
- Early First Nations consultation
- Community consultation following the identification of regulatory options

Following the consultation phase the project charter timeline proposes:

- The LTC provides direction on potential bylaw amendments
- Staff prepare amendments
- LTC reviews amendments
- Community comment on amendments
- First Nations and agency referrals
- Legislative process: bylaw readings, public hearing, executive committee approval, Ministerial approval
- Finally, an implementation phase to update administrative bylaws, prepare educational material, etc.

### Project Resources and Budget

As this is a significant project, with Trust-wide implications, is consistent with strategic plan priorities, and is identified as a Top Priority project by at least one other LTC, the project is proposed to be managed by a planner assigned to the Regional Planning group. The Senior Freshwater Specialist would continue to provide professional support to the project. In terms of fixed costs, the charter proposes \$5000 be requested in fiscal year 21-22, principally for consultation related costs, with \$3000 in the subsequent fiscal year for costs associated with the legislative process.

**ALTERNATIVES**

The LTC may consider the following alternatives to the staff recommendation:

**1. Make changes to the project charter**

The LTC may request changes to the scope or timeline of the project.

**2. Request further information**

The LTC may request further information prior to making a decision on the project charter.

**3. Reconsider the project**

The LTC may reconsider proceeding with the project, either entirely or could defer initiation to consider an alternative use of resources

**4. Receive for information**

The LTC may receive the report for information and defer consideration to a future meeting

**NEXT STEPS**

Describe the next steps in the process, if applicable.

Submitted By:	Robert Kojima, Regional Planning Manager	January 12, 2021
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**ATTACHMENTS**

- 1. Project Charter