



# Salt Spring Island Local Trust Committee

## Regular Meeting Addendum

Date: Thursday, December 12, 2024  
Time: 9:30 a.m.  
Location: Meaden Hall  
120 Blain Road, Salt Spring Island, BC

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			<b>Pages</b>
15.	<b>NEW BUSINESS</b>	12:30 PM - 1:00 PM	
15.1	<b>Work Program Update</b>		
15.1.1	<u>Work Program Update - Staff Report</u>		2



DATE OF MEETING: December 12, 2024  
 TO: Salt Spring Island Local Trust Committee  
 FROM: Chris Hutton, Regional Planning Manager  
 Salt Spring Island Team  
 SUBJECT: Work Program Report

## REPORT SUMMARY

Provides a review of supporting policies that support management and presentation of the Work Program in all Work units in the Islands Trust, including the Salt Spring Island Local Trust Committee (SSI LTC). The report reflects on past practices of the SSI LTC and other organizational units and makes recommendations on ways to better utilize these tools for the benefit of SSI residents and the Islands Trust as a whole. Provides suggestions on ways to bring the SSI Work Program into best practice and initiate regular review of the Work Program

## BACKGROUND

Trust Council Policy [6.7.1 Work Program, FUAL and Priorities Matrix](#) (Policy 6.7.1) defines and guides the use of its tools to allocate resources and tasks and projects, prioritize work activities relative to available resources, and to focus on the achievement of specific results. The Islands Trust's work program system is comprised of three working documents linked to the Trust's annual budget and organizational strategic planning process in terms of day-to-day and/or short-range activity projections.

[Trust Council Policy 6.2.1 Priority Setting and Review Guidelines](#) (Policy 6.2.1) guides priority setting and review within the Islands Trust's strategic planning function; focuses political and administrative attention; and provides basis for resource allocation to work programs. Policy 6.2.1 is also used for monitoring, adjustment and evaluation of performance in the Islands Trust.

[Trust Council Policy 4.1.2 Local Trust Committee Meeting Guidelines](#) (Policy 4.1.2) supplements statutory rules and procedure bylaw requirements for local trust committee meetings.

These policies provide a framework for this report to confirm recommended changes in the preparation, monitoring, and overall management of the of the Salt Spring Island work program.

### **Workload**

The Salt Spring Island Local Trust Committee currently has a considerable workload that accounts for nearly all the Salt Spring Office's (SSO's) workload for LTCs. The office incurs a higher load of land use applications per planner than other offices in the Trust. Not including a range of permits managed primarily by a shared Planning Technician resource, SSO has 58 open applications. With four funded planning positions, this amounts to 14.5 applications per planner. Given that the office has one Island Planner Vacancy, this number is currently 19.33 applications per planner. By comparison, South Office currently has 12.75 applications per planner, and North Office, 7.

Staff are tasked with a range activities that are necessary to providing good service in the administration of land use planning regulations:

- Coordinating relationship building with LCC.
- Developing relationships with 13 First Nations with territorial/treaty interest in lands and waters surrounding the LTA
- Increased hands-on support for applicants transitioning to the CityView Portal, complicated by the usual presence of a local office that serves ~40% of the Islands Trust population, thus creating an expectation of such hands-on support.
- Coordinating with North Salt Spring Waterworks District as it prepares to lift its 10-year long moratorium to ensure that resumption of this service is streamlined with other development review bodies.
- Relocation of the Salt Spring Island Office and coordinating the continuation of service during a temporary office closure.

As the only full-service community with more than 10,000 residents in the Islands Trust, Salt Spring is unique in the islands trust and its policy challenges often require cooperation with other governments as well as third sector actors.

### ***Staffing***

Salt Spring office has operated with various vacancies amounting to, on average, at least one vacancy over the past two years. Since March, the Islands Trust has had only one of two funded Island Planner positions. The Island Planner positions are critical for the provision of functional leadership in both current planning and project management.

## **POLICY DISCUSSION**

### **Work Program**

*1.2 The Work Program is designed to identify a long list of specific projects or activities that are not items for the Follow-up Action List for potential future work, to identify the top priority projects approved for current work, and to define specific tasks to be accomplished for the top priority items.*

The term “long-list” is not a list of projects that will never be completed, or a list of project wishes. The list should include moves that are viewed as strategic and which make up of the top next priorities for the organization unit - in this case, SS LTC – where priority projects report current and next steps and future projects are placed in an accessible and monitored repository that should allow for reflection on previous direction. It is frequent practice for LTCs to present their Work Programs as the Active Projects List (APL) as its top priorities and, rightly, the Future Projects List (FPL). Trust Council strategic plans and the Islands Trust Policy Statement are crucial factors in the identification of SSI work program priorities.

Currently, SS LTC places both Work Program elements in the REPORTS section among a range of reports in the agenda. In keeping with broader LTC practice and Policy 4.1.2, both work Program elements should be in a separate section of the LTC Agenda, entitled “WORK PROGRAM”, separate from the REPORTS section, which provides more operational status indications. Through reporting and discussion with LTC, the RPM should identify items from FPL the list to be actioned at quarterly meetings, as capacity and workload limits allow, and to provide quarterly summaries and recommendations for update reports to the FPL.

## **Priorities Report**

*1.3 The **Priorities Report** is designed to highlight the specific activities to be pursued for the organizational unit's top priorities that are consistent with available resources for endorsement by Trust Council at its quarterly meetings.*

Priorities Report Policies are indicated in both the Work Program Policies, discussed below (s. B.2); and the Priorities Report Policies (s. B.3). This practice should continue, with anticipated next step actions to be noted as the current priority for a given project and change orders to be converted to a project's charter/terms of reference.

The Priorities List should be discussed regularly to ensure staff priorities are clear to all parties, as it relates to projects. For this and other reasons, staff have provided a reporting schedule under the Issues and Opportunities section of this report that outlines a quarterly reporting schedule over the next 15 months that aligns with the Trust Council and Executive Committee meeting schedules, and the budget cycle.

### **Future Projects List:**

The FPL is appropriately structured but has not been well-maintained. Frequent review of the FPL would ensure that workloads align more closely with Policy 6.7.1, and clearly illustrate the capacity of staff and the expectations of LTC.

LTC should consider steering new initiatives that support the priorities or strategies of the LTC towards the FPL. In doing so, staff has greater understanding of the LTC's priorities, leading to more efficient output and completion of tasks. A well-curated FPL also provide for greater clarity in consideration of budget requests and as a resource in larger project conversations to identify areas where previous concepts can be explored for inclusion and execution in opportune moments.

LTC should only populate the FPL with items it wishes to contemplate further and identify tasks it does not wish to maintain on the list if they longer believe the discussion is valid.

The FPL is an underutilized tool and should continue to be updated and provided at each LTC meeting.

### **Follow Up Action List (FUAL):**

*1.1 The **Follow-up Action List** is designed to deal with matters to be dealt with during the next three months that arise from meetings, to highlight matters arising from day-to-day activities, and to define specific tasks associated with work program items.*

### **FUAL Policy**

Most policies in Policy 6.7.1 are followed by LTC with some exceptions:

#### What goes in the FUAL?

FUAL Policy indicates that FUAL entries should be limited to activities that are expected to be dealt with during the next three months, arising from meetings. Staff recommend that items that do not meet this requirement should be added to other lists as follows:

#### Development Applications:

Many entries on the SSI LTC FUAL are resolutions that relate to LTC advancement of development applications (ex. directing staff to hold a public hearing, forward to EC). While critical points of consideration, standard development

actions should be tracked through the Applications with Status List (now the Open Applications Report). Staff recommend including only those actions related to development applications that are outside of standard processes (ex. Requests for applicant information, additional consultation) be placed on the FUAL. Other policies in this section appear to be consistent with current practice at SSI LTC meetings.

### Project Tasks

Tasks already in scope of an active project should be added to the APL as tracking items, while tasks that are outside of or beyond the intention of an active project scope could be placed on the FUAL. Such tasks should be considered following review of the policies discussed in this report, and any change management process in place. Requests for staff to report back on such scope change requests could be added to the FUAL or FPL, as appropriate.

### Wording of FUAL Entries

FUAL entries should not be written as they are now. Entries should include only key words, with references to resolution numbers or meeting date of discussion. To provide clarity, staff suggest that entries be written in plain language and provide clear direction. Attachment 1 contains several re-worded items that demonstrate how FUAL entries should be worded.

For clarity, no change to the way that LTC passes resolutions is intended, simply that the best practices of resolution wording vs. wording of task delegation require some level of translation, and this suggestion implies that staff will update the FUAL to such standard for LTC review at each meeting.

### Time Management

Staff have recently re-started the practice of providing expected deadlines for tasks within the control of staff to complete. By adopting the noted changes relating to development applicants, applicant-dependent tasks would not crowd the FUAL, which would provide more clarity around staff performance on timing in the FUAL. To address development tasks that do qualify for the FUAL, time limits should reflect development approval information as applicable; or LTC should impose time limits for externally dependent tasks.

### FUAL Review

The FUAL is updated by staff and presented to LTC monthly, though formal review is not often undertaken. The proposed reporting schedule allows for regular recommendations from staff and the next Quarterly Update is intended to provide LTC the opportunity to provide input. Staff should provide a verbal report on what changes have been made to the FUAL at non-quarterly updates.

SSI has good compliance with the completion of tasks policy, in that LTC receives the FUAL with tasks completed since the last FUAL report was prepared marked as such. After this, the task is archived and does not appear on future reports.

## **Issues and Opportunities**

### ***Schedule of Staff Reports***

An anticipated schedule of reporting is proposed to ensure that Work Program is reflective of the budget cycle outlined in [Trust Council Policy No. 6.3.1 – Budget Process](#), with regards to budget management. Each quarterly summary should include a summary and discussion of the FUAL, APL, and FPL. Staff propose to the following schedule of objectives for quarterly reports ensure that the reviews drive budget planning and project execution:

Date	FY2024/25 Projects	FY2025/26 Projects	FY2026/27 Projects
2025-02	<ul style="list-style-type: none"> <li>• Spending forecast to year-end</li> </ul>	<ul style="list-style-type: none"> <li>• Business case updates.</li> </ul>	<ul style="list-style-type: none"> <li>• FPL review, request new or updated project charters.</li> </ul>
2025-05	<ul style="list-style-type: none"> <li>• Year-End Summary and Annual Report</li> </ul>	<ul style="list-style-type: none"> <li>• Initiated funded projects</li> </ul>	<ul style="list-style-type: none"> <li>• Review Preliminary Project Charters and request business cases.</li> </ul>
2025-08 (Special)		<ul style="list-style-type: none"> <li>• APL in-focus for fall engagement.</li> </ul>	<ul style="list-style-type: none"> <li>• Authorize business cases to TC/Committees.</li> </ul>
2025-11		<ul style="list-style-type: none"> <li>• Focus on project execution.</li> </ul>	<ul style="list-style-type: none"> <li>• Refine business cases, if necessary.</li> </ul>

**NEXT STEPS**

Unless otherwise directed, staff will undertake the following for the February 2025 meeting:

- update the work program (FUAL, and Work Program) as noted in Attachments 1-3
- Amend the LTC agenda format as indicated in this report
- proceed to prepare a quarterly

Submitted By:	Chris Hutton, MPA, RPP, MCIP, Regional Planning Manager	December 9, 2024
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**ATTACHMENTS**

1. Proposed FUAL Wording – for Discussion
2. Proposed Active Projects List – for Discussion
3. Proposed Future Projects List – for Discussion

Date Assigned	Original Description	Recommendation	Rationale
2023-06-22	Clean and Safe Harbours InitiativeThat the Salt Spring Island Local Trust Committee request staff to work with CRD staff to explore the potential to expand the Saanich Peninsula Waterways Environmental Action Service to include the Salt Spring Island Local Trust area and to report back to the LTC.March 19, 2024 - Ongoing discussion with CRD staff.	Archive.	CRD LCC has shared interest in harbour management and the request for review is itself a substantial inquiry for what would amount to a significant expansion of resources and functions beyond what the Trust provides. Services that involve work, whether in-house or contracted should be developed first with community and governance partners.
2023-06-22	Clean and Safe Harbours InitiativeThat the Salt Spring Island Local Trust Committee request staff to review the Clean and Safe Harbours Initiative and report back to the LTC at a future meeting.March 19, 2024 - Invite from CRD to discuss marine liveboard issues for April 30th.	Archive	Discussion of issue with governance partners has shown limited appetite for regulatory approach. Further work is needed, but LTC must work to coordinate with governance partners. Harbour planning is a complex project and previous efforts have not been deeply successful. May require greater relational capital with governance partners to develop meaningful and workable outcomes.
2023-09-14	Coastal Douglas Fir ProjectThat the Salt Spring Island Local Trust Committee request staff to review the status of the integrated geographical data base tool created by the former Coastal Douglas Fir Project Science Working Group and report back to the LTC.	Archive	Current IS/GIS resources limited, so providing meaningful communication is challenging. Resource and follow up noted and should be incorporated at mapping stages of OCP-LUB project.
2023-09-14	SS-DVP-2022.13 - J. Litke - 536 Beaver Point Road, SSIThat the Salt Spring Island Local Trust Committee approve Development Variance Permit SS-DVP-2022.13 and direct that the staff do not issue the permit until a covenant consistent with the draft covenant in Attachment 5 of the report from Planner Buchan, dated September 14, 2023 is registered on the property title addressing the installation of a storm water drainage system and water treatment system for proposed lots 1 - 3 prior to the construction of a dwelling unit (536 Beaver Point Road).That the Salt Spring Island Local Trust Committee, with reference to Section 512(2) of the Local Government Act, approve the frontage relief from the required 10 percent to 2.5 percent for proposed Lot 3 as shown on the plan of subdivision in Attachment 4 of	Archive	Recommend not including post approval tasks for development applications.
2024-03-07	OCP-LUB Project: Staff to recruit a new special Advisory Planning Commission for the OCP-LUB Update Project. Dec. 13 - RFP Under review. Candidates will be sought in once RFP issued.	Resolution no. SS-2024-019: Staff to proceed with outreach to recruit APC members once OCP-LUB RFP issued.	Other project elements have sufficiently advanced.
2024-03-07	Official Community Plan - Land Use Bylaw: Project Terms of Reference: That the Salt Spring Island Local Trust Committee direct staff to provide a draft Project Charter based on the discussions on the Terms of Reference in Appendix 1. That the Salt Spring Island Local Trust Committee request staff to have Sue Hallet review the recommended amendments to Official Community Plan - Land Use Bylaw	Complete	TOR Finalized at Oct. Meeting. Now moving to issue RFP. Noting the TOR is more detailed than standard Islands Trust project charter, staff recommended relying on the TOR only.
2024-04-11	Ministry of Housing - Dated 20 March 2024 - Regarding Short-Term Rental Accommodations Act  That the Salt Spring Island Local Trust Committee request staff to provide options to exercise the LTC's authorities regarding correspondence item 9.4 Ministry of Housing - Dated March 20, 2024 - regarding the Short-Term Rental Accommodations Act and potential future legislation.  December, 2024: Short-Term Accommodations Roundtable tentatively scheduled for Jan. 16, 2025. Outcomes to guide development of policy summary following that engagement.	Resolution No: SS-2024-029 Staff to report options to exercise authorities regarding Short-Term Rental Accommodations Act and relevant regulations. <b>Updates:</b> Nov. 5, 2024: Anticipated discussion with LCC at upcoming joint meeting. Staff report to be presented in December. December, 2024: LCC agreed to host a Short Term Rental Roundtable Jan. 16, 2025. Staff will prepare follow-up report at February TLC based on coordination and engagement with governance partners.	Shifts discussion of options to select both policy and industry engagement.

2024-04-11	Follow-Up Action List dated April 2024 That the Salt Spring Island Local Trust Committee direct staff to work with Tsawout First Nation staff to develop a Memorandum of Understanding and report back to the LTC. May 2024- Anticipate leadership to leadership meeting summer of 2024Sep 2024 - Development is still underway, MOU after the feast with the Tsawout First Nation.	Work with Tsawout First Nation staff to develop a MOU and report back to the LTC. - Leadership meeting held in June. Feast planning ongoing, Tsawout anticipates MOU after the feast with the Tsawout First Nation; Nov. Staff continue to work with Tsawout to determine attendees. TAS now supporting with resources.	While the MOU will continue to be of special interest to SSI, feast this action is a wider one, with championship from SSI.
2024-04-11	That the Salt Spring Island Local Trust Committee request staff to prepare a staff report on 265 Furness Road and report back to the Trustees.	Archive action	Applicant is able to submit a simple development inquiry and work directly with staff as no current development proposed. LTC may further wish to discuss a full range of options in closed meeting prior to requesting any further reporting on this issue.
2024-07-11	Regarding Agriculture that the Salt Spring Island Local Trust Committee request Staff to provide reporting on Capital Regional District enforcement on agricultural issues and implications for island agriculture including potential conflicts between Local Trust Committee and Capital Regional District bylaws. that the Salt Spring Island Local Trust Committee request Staff to provide a short briefing on current legal action between the Capital Regional District and a local resident regarding roosters.	Archive action	Discussion of CRD legal or enforcement actions not conducive to governance. Consider further collaboration opportunities with CRD on improving agricultural opportunities while addressing concerns through intergovernmental meetings.
2024-09-12	North Salt Spring Water District Presentation That the Salt Spring Island Local Trust Committee request staff to work with and support water and waste water infrastructure service agencies to seek opportunities to develop appropriate policies that prioritize connections for housing that matches community values and needs. Will be presenting a proposal in Jan 2025	Resolution No. SS-2024-078 Staff to report on ways to ensure that growth is focused on providing housing that meets identified needs in serviced areas.	NSSWD continues to lead in bringing together governance leaders for its modernization works. Existing OCP-LUB goal can result in a policy outcome that serves this intention well, provided that project is executed efficiently and approved as such.
2024-09-12	SS-DP-2021.4/SS-DVP-2021.22 - E. Rommel - 270 Furness Road, SSI That the Salt Spring Island Local Trust Committee approves issuance of Development Permit SS-DP-2021.4 (270 Furness Road) subject to the collection of a landscaping security deposit of \$89,662.50 (150% of pre-tax estimate).- DVP has been issued- Applicant has indicated that they will not be paying the landscaping security deposit until	Archive action	Recommend not including post approval tasks for development applications.
2024-09-12	Official Community Plan - Land Use Bylaw Update That the Salt Spring Island Local Trust Committee request staff to evaluate if the provincial housing needs assessment methodology should be supplemented to improve the usefulness of housing needs assessment being prepared for Salt Spring Island under a Trust Council project and if supplemental data is recommended, to identify resource needs.	Archive request	The housing needs report project has been initiated and addresses and set of indicators required by legislation. No other funding, project or staff capacity to undertake this work, and pursuit could detract from other, meaningful effort. This is not to say that valid information about housing needs on Salt Spring will not be considered. It is likely that such information would not affect Housing Needs Report results negatively.
2024-09-12	Official Community Plan - Land Use Bylaw Update That the Salt Spring Island Local Trust Committee request staff to provide an update on the suitable land analysis to the LTC. William to present to LTC	Archive request	Relevant aspects of the suitable land analysis have not been incorporated into the Complete Communities Assessment.
2024-11-14	"Housing Action Program" FUAL item That the Salt Spring Island Local Trust Committee acknowledge that the Housing Task Force work program is complete and that the Chair send a letter to thank the members for their service and advise members that there are vacancies on Advisory Planning Commissions.	Chair Peterson to send letters of thanks to Housing Task Force Committee members and staff to note that this committee is no longer active.	
2024-11-14	Baker Beach Area Crown Lease Application That the Salt Spring Island Local Trust Committee request the Executive Committee to review the crown lease referral process along with the relevancy of older Crown Land Administration Letter of Understandings.		

2024-11-14	Baker Beach Area Crown Lease ApplicationThat the Salt Spring Island Local Trust Committee direct staff to forward public correspondence and the petition received regarding the Baker Beach Area Crown Lease Application 1415573 as additional information to the Province.
2024-11-14	Baker Beach Area Crown Lease ApplicationThat the Salt Spring Island Local Trust Committee direct staff to provide the LTC with Crown Land Lease Referrals with sufficient time for consideration of response and that they be added to the applications report.

Original task content	Recommendation/Revision	Rationale
First Nations Heritage and Cultural Site Protection (Jan. 2015)	Remove	Requires relational work with First Nations
Piers Island Bill 27 OCP Update (Dec. 2015)	Review Piers Island OCP for compliance with legislative changes and make recommendations on how to manage policy. (Dec. 2015)	Retain
Marine Environment Protection (Foreshore Audit) (June 2016)	Review	
Official Community Plan Review (Nov. 2017)	Complete	Current OCP-LUB
Development of a Music Strategy (June 2020)	Remove	LTC may provide support for cultural development through permissive zoning, but other elements of a strategy require service provisions that are beyond the purview of a local trust committee.
Waste Transfer Stations (Waste Management Plan) (July 2020)	Remove	Apart from regulatory support, LTCs do not regulate waste transfer stations. Programmatic management and investment in coordination with CRD.
Add a map of the Salish Sea Trail (Oct. 2021)	Promoted	Incorporated through tasks in the OCP-LUB Project. Will align with ongoing planning work underway.
Add public access to lake and marine shorelines as an eligible community amenity in Section H.3.2 of the Salt Spring Island Official Community Plan (Feb. 2022)	Research and report on steps to improve acquisition of public water access through available policy tools. Dec. 2016)	Multiple methods may exist and all should be explored when work program permits.
Outer Islands (Feb. 2015)	Archive.	Minutes unclear.
LUB Update: Affordable Housing (June 2015)	Promoted	OCP-LUB Project

Accessory Buildings Without a Principle Use (Dec. 2016)	Staff to assess regulations to provide options for an accessory use without an established principal use. Dec. 2016)	May be in scope for OCP-LUB Project.
Technical and Minor Amendments (Mar. 2017) Limit fence height to 2.4m; increase dock width from 1.2m to 1.5m; culverts as structures in waterbody setbacks	Retain	Minor amendments that could be undertaken as major or minor project.
Reduce Permitted Lot Coverage in Rural Upland Zones (Aug. 2018)	Retain	May be in scope for OCP-LUB Project.
Ganges Village Planning - Harbourwalk (Oct. 2019)	Complete	Village Policy incorporation in OCP-LUB Project.
Commercial Truck Parking and Storage (July 2020)	Research and make recommendations to address commercial trucking and heavy equipment facilities regulation. (July 2020)	Implementation of Industrial Land Use Project
Regulate Cannabis Production (Sept. 2020)	Complete	
Portable Sawmills (Nov. 2020)	Research and report on regulation of portable sawmills. (Nov. 2020)	
Review of the residential zoning of islets (Jul. 2022)	Retain	
Impacts of future lake levels of St. Mary Lake (Aug. 2022)	Archive	NSSWD intention to upgrade weir and other actions would make any research obsolete. Continued relationships with NSSWD should inform better-informed policy development.

Project Class	Description	New Update
Minor Project - Housing Action Program - Implementation (Bylaw 537)	2024-09-19 – Referred to Tsawout 2024-10-03 – Tsawout staff suggest that feast should occur prior to MOU and may impact timing of referral response.	Dec/2024-No Update
Major Project - Ganges (Shiya'hwt/Syowt) Village Planning	<p>May 18, 2023 - Project abeyed during additional work related to the LTC Work Program relating to grant applications and OCP-LUB Project Scoping.</p> <p>March 26 &amp; 27, 2022-AHNE facilitates a workshop with GVTF. Final Report of all engagement activities anticipated for April or May LTC meeting.</p> <p>Nov. 9, 2021 - Ahne Studio finalizes engagement plan with SS LTC and task force. Ahne and staff begin numerous engagement activities including: survey, ideas fair, walk shops, stakeholder virtual events, school engagement, pop-up engage3ment and community design charrette.Task Force Meetings are ongoing.</p> <p>March 11, 2021-TC approved \$97,000 project budget</p> <p>Nov. 10 2020 - Project Charter, Public Engagement Framework, and Task Force Terms of Reference adopted. Endorsed applying for C2C funding.</p> <p>Dec 14, 2022 - SS LTC endorsed funding for the Task Force to have a two-day workshop facilitated by Ahne Studio.</p> <p>April 19, 2022 - Ahne Studio presented the engagement summary to SS LTC.</p>	Archive-Project and budget incorporated into SSI OCP-LUB Project

Extraordinary Project - OCP-LUB Update	Next Steps:2024 - 09: -Receive draft Complete Communities deliverables Most Recent: 2023-11: Ongoing First Nations Engagement, Terms of Reference approved by Description:There has been no comprehensive review of the SS OCP since its adoption in 2008, nor any review of the Land Use Bylaw since 1999. The need to update these bylaws is a priority in response to policy, social, and technological change and to address contemporary community challenges the current document no longer serves. Those challenges include a lack of affordable housing and housing options, growth pressures, climate resiliency planning, infrastructure issues (such as the water moratorium), workforce stability challenges, transportation networks, and First Nations Reconciliation. The SS OCP update is intended to provide a framework to guide the development of a complete community by diversifying and increasing housing options at appropriate locations, advancing First Nations Reconciliation, reducing infrastructure costs, reducing greenhouse gas (GHG) emissions, and improving walkability. The Land Use Bylaw update will improve land use planning regulation to ensure that regulations match the needs and expectations of land use in the community, in consideration of the OCP.	2024-12-12 Update: RFP Drafted and submitted to Finance department. Anticipate Issuance of RFP in coming weeks. Revised Target Date: June, 2026
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<p>Major Project - Water Sustainability - coordinate multiple jurisdictions in planning for water sustainability and watershed protection.</p>	<p>Currently includes:1. Coordination of SSIWPA;2. Development of Proof of Water Bylaw: -To be brought forward following report out on well-monitoring3. Weston Lake Water Availability Study: -Project completed, now working through follow-up resolutions. 4. Watershed Strategic Plan: -May 14, 2024: Plan developed. Implementation process under consideration. 5. Ongoing well-monitoring:May 14, 2024: Synthesizing data to target report out in next 4 months. Sept. 6, 2022: Draft Lake Weston Study received, referred to various agencies and organizations; and to coordinate a discussion with POLIS and other groups for Water Sustainability Act considerations. April 2022: Draft Weston Lake Study being reviewed by staff; Contract issued for phase 2 of Watershed Strategic Plan; staff seeking LTC direction on reduced SSIWPA budget.Nov. 19, 2021: kick off meeting with Econics for phase 1 of Watershed Strategic Plan: a Situational AnalysisJuly 15, 2021: Signed MOU submitted to CRD for Weston Lake Study. RFP posted (Nov. 2021) May 25, 2021: LTC approves project charter of Watershed Protection PlanApril 27, 2021: MOU approved for Weston Lake AssessmentMarch 11, 2021 - TC budget approve: \$75,500 special tax requisition for 2021/22 SSIWPA; up to \$80,000 from surplus funds to spend on a watershed strategic plan and Weston Lake Watershed Assessment</p>	<p>No Update</p>
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