

## Agenda CLRSS Board of Directors and interested CLRSS members

**Monday, March 5<sup>th</sup>, 2018**

**6:30 p.m. at Country Grocer Meeting Room**

*The secretary will edit as needed in the minute-taking process*

**In attendance:** Board members: Jean Atkinson, Judy Brayden, Diana Gunderson, Parker Jefferson, Mike Patrick, Heather Pritchard, Maureen Quested and Ken Traynor. CLRSS members: Lois Atchison, Sandy Cumming, Kerry Davis, Bee Greenway, Rodger Hunter, Ian Morrison, Lyle Kuchmak, George DeLure, Lyndon Keeping, Katharine Staiger and Genevieve Singleton

**Guests:** Tom Rutherford Cowichan Watershed Board (CWB)

**Absent with regrets:** Leroy Van Wieren, Rosemary Danaher, Parker Jefferson

*The CLRSS Board welcomes the opportunity to meet and to involve the membership in the society's decision-making process. Therefore, all members and community are welcome to attend and to participate in the meeting discussion. While all opinions may influence decision-making, only Board members may move/second or vote on motions.*

Time	Item	Actions (What, By Whom and When)
6:30	<b>Adoption of the agenda:</b> RMS _____ / _____ that the agenda be adopted as printed.	
	<b>Introductions of members with reminder about our meeting conduct guideline.</b> Using the Fourfold Way we: <ul style="list-style-type: none"> <li>• respect each other by having just one speaker at a time</li> <li>• expect people to speak from the heart with passion</li> <li>• expect people to show up to solve problems <i>and</i></li> <li>• expect people to speak without blame.</li> </ul>	
	<b>Protocol for Board Meeting Invitations:</b> Further to discussion, Leroy Van Wieren is suggesting that the following routinely be invited to attend our regular CLRSS Board meetings: <ul style="list-style-type: none"> <li>• All Board members must be invited regardless of prior attendance record</li> <li>• Members who 'regularly' attend the Board meetings and show an ongoing interest</li> <li>• Members who participate in sub-committees: Bill Gibson, Bee Greenway, Lyle Kuchmak, George DeLure, Julia Martinusen, Randal Wilson, and Christine Brophy.</li> <li>• Life time members: Bill Gibson, George deLure, Caroline Thom and Rodger Hunter.</li> <li>• Key individuals, whether a member or not (Regardless of past attendance): Area I Director (currently Klaus Kuhn) Area F Director (currently Ian Morrison) Mayor of the Town of Lake Cowichan (currently Ross Forrest) Chair of the Cowichan Watershed Board (currently Tom Rutherford)</li> </ul>	

	<p>Chair(s) of the Cowichan Stewardship Roundtable (currently Genevieve Singleton and Parker Jefferson)  MP Cowichan – Malahat- Langford (currently Alistair McGregor)  MLA Cowichan Valley (Currently Sonia Furstenuau)  Lake Cowichan First Nation Operations Director (currently Aaron Hamilton)</p> <p>At the start of each Board meeting we note who are there as non-CLRSS member-guest.</p> <p><b>RMS _____/_____ that this become the policy for extending invitations to the regular CLRSS Board meetings.</b></p>	
	<p><b>Adoption of the minutes:</b> (attached with this agenda package)  <b>RMS Judy Brayden/ _____ that the minutes of February 5<sup>th</sup>, 2018 CLRSS meeting be accepted as printed/amended.</b></p>	
	<p><i>The agenda order has been altered for this meeting in the hope that important Old and New Business items may be given priority. Feedback on the changes welcome.</i></p>	
	<p><b>Land Stewardship moved in order to respect time commitments</b>  CASP - Jean Atkinson, Diana Gunderson and Christine Brophy.</p>	<p><b>Have we reproduced the CASP 2017 written report?</b></p>
	<p><b>Cowichan Watershed Board:</b> agenda order has been amended in order to respect time and travel commitments - Tom Rutherford</p>	
	<p><b>Business Arising from the Minutes and Old Business:</b></p> <ol style="list-style-type: none"> <li>1. <b>Issue of Insurance</b> - Ken Traynor</li> <li>2. <b>Shaw Creek update</b></li> <li>3. <b>Greenshores workshops</b> – Ken Traynor and Christine Brophy</li> <li>4. <b>Strategic Planning</b> - the next steps - Heather Pritchard (see Appendix 2 sent under separate cover)</li> <li>5. <b>Changes to the Navigation Protection Act</b> - from the previous minutes: <i>Diana Gunderson and Ian Morrison will investigate the possibility of inclusion of the Cowichan Lake in the nomination process.</i></li> <li>6. <b>2018/19 Board Building</b> - update from Heather</li> <li>7. <b>Lamprey Project</b> - update</li> </ol>	
7:15	<p><b>Treasurer’s Report</b> – Ken Traynor (see Appendix 1 below)  <b>RMS Ken Traynor/_____ that the treasurer’s report be adopted as printed.</b>  <b>Draft Budget for 2018/19</b></p>	
	<p><b>Correspondence:</b> Two letters sent this month (see appendix 3 below); one to Sidney Anglers and one in support of CASP application to the Pacific Salmon Foundation (PSF).</p>	
	<p><b>8. Fundraising Report</b> – Maureen Quested</p>	
	<p><b>9. Retail Sales Report</b> – Lois Atchison</p>	
	<p><b>10. Thank you cards</b> - Lois Atchison</p>	
	<p><b>11. Strategic Plan Committee Reports - Due to length of meeting agenda, Nil reports may be recorded.</b>  <b>A. Regional Meetings:</b></p>	

	<p>a.) Stewardship Roundtable – Parker Jefferson and/or Genevieve Singleton</p> <p><b>B. Community Involvement:</b></p> <p>a) Education and Communications Committee – NIL report</p> <p>b.) Membership - Mike Patrick. Country Grocer Customer Appreciation Day</p> <p>c.) Website – Mike Patrick</p> <p><b>D. Water Stewardship:</b></p> <p>a.) Water monitoring – NIL report until the monitoring begins again in the summer</p> <p>b.) Stream signage – Lyle Kuchmak</p> <p>RMS _____ / _____ that the above reports be adopted as presented.</p>	
	<p><b>New Business:</b></p> <p><b>A. The Lake Cowichan and District Chamber of Commerce: Leroy Van Wieren is sending this to the Board for consideration:</b> When I talked with Katherine from the Lake Cowichan Chamber of Commerce she asked if we would become a member again. The fee is \$85. I am not sure the benefit unless CLRSS is represented on a key committee such as the “Lake Economic Activity Development Committee”. Further discussion?</p> <p><b>B. LCS 2018 Health Fair, Thursday, April 12<sup>th</sup> 10:00 – 12:00</b> (set-up 9:00 – 10:00) Noni Battye is awaiting our reply – Diana Gunderson</p>	
8:50	RMS _____ that the meeting be adjourned at _____	
	<p><b>Important dates:</b></p> <p>Spring Break SD 79 March 19 – 23</p> <p>CLRSS Year end March 31</p> <p>Country Grocer Customer Appreciation Day, Saturday, April 7 (11:00 – 2:00)</p> <p>LCS Health Fair April 12</p>	

**Appendix 1: Treasurer`s Report as of Feb 27, 2018**

	CASH in Bank	Cheques	Available Cash
CLRSS General Account	7,318.42		7,318.42
to be deposited			
Earmarked funds - for salmon fry rescue			1,934.21
			\$5,384.21
CSSP Account			\$2,680.19
<b>Total Cash Available for CLRSS General Activities from both Accounts</b>			<b>\$8,064.40</b>
<b>Bursary Account Total</b>			<b>\$3,851.15</b>

Comments: Misc. other made up of new tent, beer & burger fundraising expenses & River Clean up costs.

CLRSS 2017/18 Financial Report Budget to Actual - 27/2/2018

Current	Cash Position	\$9,998.61					
Revenue				Expenditures			
CODE	Category	Budget	Actual	CODE	Category	Budget	Actual
<b>Total</b>	<b>Revenue</b>	<b>6500</b>	<b>12,346.73</b>	<b>Total</b>	<b>Expenditures</b>	<b>5465</b>	<b>7,069.51</b>
4100	Memberships	1000	1,302.00	5270	Signs	500	0
4110	Donations	2500	3,237.30	5300	Supplies	200	42.71
4200	Sales	1000	570.00	5610	Accounting	100	100
4460	Fundraising	2000	7,237.43	5625	BCLSS	50	0
				5630	Society Fees	35	30
				5640	Printing Costs	700	357.81
				5650	Purchase for Sales	800	639.69
				5685	Insurance	600	816.93
				5690	Bank Charges	30	19
				5700	Office Expenses	550	255.57
				5710	Legal		0
				5730	Courses & Mtgs	300	141.02
				5735	CSSP Activities	1000	922.43
				5740	Misc. other	100	2060.85
					Scholarship Fund	500	1,683.50

### Appendix 3 Correspondence in February 2018



February 13, 2018

Craig Wightman, RPBio.  
Senior Fisheries Biologist  
BC Conservation Foundation  
PO Box 7  
#1 – 7217 Lantzville Road  
Lantzville, BC V0R 2H0

Dear Craig:

Re: Cowichan Lake and River Stewardship Society Support for the Cowichan Shoreline Stewardship Project

The Cowichan Lake and River Stewardship Society (CLRSS) and BC Conservation Foundation (BCCF) have worked in close partnership during implementation of the **Cowichan Shoreline Stewardship Project** (CSSP), since its inception in spring 2014. Over the last four years, a total of 32 individual shoreline properties have been restored, representing 10,695 m<sup>2</sup> of improved riparian habitat for fish and wildlife, as well as water quality and erosion protection.

The primary objectives of CSSP which integrate shoreline owner outreach/education with riparian restoration represent a unique and strategic stewardship initiative on Vancouver Island, and one of just a very few on large lakes and rivers in BC. Results to date have been highly satisfactory, and CLRSS will continue to lead the shoreline owner education and survey component of CSSP, which ultimately recruits new properties annually as *on-the-ground* demonstrations of applied riparian restoration practices.

Consequently, we are pleased to support BCCF's application to PSF's Community Salmon Program in 2018-19, to expand CSSP's important shoreline restoration and protection work on Cowichan Lake and River.

Yours truly,

Leroy Van Wieren  
President, CLRSS