

## Minutes CLRSS Board of Directors and interested CLRSS members

**Monday, September 11<sup>th</sup>, 2017**

**6:30 p.m. at the Country Grocer Meeting Room, Lake Cowichan**

**In attendance:** Board members: Jean Atkinson, Judy Brayden, Rosemary Danaher, Mike Patrick, Heather Pritchard, Maureen Quested and Ken Traynor. CLRSS members: Lois Atchison, Bee Greenway, Ian Morrison and Genevieve Singleton

**Guests:** Tom Rutherford Cowichan Watershed Board

**Absent with regrets:** Diana Gunderson, Parker Jefferson, Tamu Miles, Leroy Van Wieren

Time	Item	Actions (What, By Whom and When)
6:30	<b>Adoption of the agenda:</b> RMS Judy Brayden/Rosemary Danaher that the agenda be adopted as amended in consideration of out-of-town member/guests. <b>CARRIED</b>	
	<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>Adoption of the minutes:</b> (attached with this agenda package) RMS Judy Brayden/ Maureen Quested that the minutes of July 10 <sup>th</sup> , 2017 CLRSS meeting be accepted as distributed. <b>CARRIED</b>	
6:40	<b>Cowichan Watershed Board</b> - Tom Rutherford reported (see written attachment). We were asked to consider becoming involved/engaged in the CVRD Structured Decision-Making (SDM) process. Tom will keep us apprised as this unfolds. Further to the written report, he commented that the money has been held up in Ottawa for the Cowichan Coastal Restoration.	
	<b>Cowichan Stewardship Roundtable</b> – Genevieve Singleton reported that the River’s Day planning is well underway. This event is a direct result of the hard and very important work of Gerald Thom. She reminded us of River’s Day on the 30 <sup>th</sup> of September.	
7:00	<b>Business Arising from the Minutes and Old Business:</b> <ol style="list-style-type: none"> <li>1. <b>Annual River Clean-up Debrief</b> – Heather Pritchard will apprise those involved as to a date for a debriefing meeting. A wrap-up report will be forthcoming.</li> <li>2. <b>Lakeview property update</b> - referring to the Executive Committee Meeting of August 31, we reviewed that Diana Gunderson had recently been in contact with Jennifer Bendell of CLECC. The update is that Aaron Hamilton of LCFN has been in contact with FLNRO in anticipation of receiving s cutting permit. We have heard informally that the forest is to be “timber cruised” again.</li> </ol>	<b>Heather will convene a meeting asap.</b>

	<p>At this time, there have been no further flagging or any indications of logging activity.</p> <p><b>3. Shaw Creek update</b> – Heather Pritchard referring to the Executive Committee Meeting of August 31<sup>st</sup>          We agreed to:</p> <ul style="list-style-type: none"> <li>a.) revise the draft letter of March 2017, making the point that the amount of shoreline assumed for development is actually half of the sensitive shoreline in that area.</li> <li>b.) Leroy agreed to send the maps to Heather. This is complete.</li> <li>c.) Leroy was asked to return to the partners (Cowichan Valley Naturalists, Cowichan Watershed Board, Cowichan Tribes, BC Conservation Fund, DFO) for a conversation about their current position on the proposal. Three points of concern and coalescence: honour the Official Community Plan, Cowichan Tribes, fisheries and ecosystem</li> <li>d.) It was suggested that a spoken narrative accompanying the PowerPoint be prepared so that the document can be circulated widely. Parker Jefferson was suggested and he is away until September 15, 2017. Judy Brayden has contact Parker about this idea and depending upon the timeline, the idea is possible.</li> </ul> <p><b>RMS Rosemary Danaher/Heather Pritchard that CLRSS promote and host an open meeting at which people can view the PowerPoint prepared for our recent AGM. The date, time and location TBD. DEFEATED</b></p> <p><b>RMS Mike Patrick/Maureen Quested that a media campaign be developed in order to educate the public around about the environmental value of Shaw Creek. CARRIED</b></p> <p>The campaign <i>could</i> include some of the footage and commentaries about the environmental issues, but also <i>could</i> incorporate the future possibility of special designation of the west end of the lake.</p> <p>Heather Pritchard will contact our Communications Director Tamu Miles, immediately so that this committee can begin work as soon as possible.</p> <p><b>4. Executive Committee from July</b> – Judy Brayden reported briefly on the Board Orientation meeting and the revised Strategic goals. (see Appendix 1 below). Several Board members felt that had they known that the Strategic Plan was being revisited at this meeting, they would have made a special effort to attend,</p>	<p><i>Heather to contact Tamu and in conjunction with Leroy, suggest the terms of reference and a timeline for this work.</i></p> <p><i>Judy will ensure that this item is on the next Board meeting agenda.</i></p>
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	<p>thinking a time that the meeting was designed specifically for the new Board members. In the future the Board members organizing meeting dates will use Doodle Poll to determine the best possible meeting dates.</p> <p>Then following motion was referred until Leroy Van Wieren can be in attendance.</p> <p><b>RMS Judy Brayden/Heather Pritchard that the Amended 2017 Strategic Plan be adopted as printed.</b></p> <p><b>5. Plans for Salmon and Mushroom Festival, Saturday, September 23<sup>rd</sup>, and the “Rivers’ Day”, September 30<sup>th</sup>.</b> Bee Greenway suggested that we keep tabs on the attendance at the Salmon and Mushroom event as there is concern that numbers are dwindling and attendance may not be warranted. Mike Patrick will organize the CLRSS Salmon and Mushroom event. Judy Brayden will organize the River’s Day with the support of Mike, Rosie, Lois, Jean and Diana. <b>HOWEVER, subsequent to this, Judy found that she is not available on that day. Rosemary Danaher will take the lead. With thanks, Rosie.</b></p>	
7:15	<p><b>6. Treasurer’s Report</b> – Ken Traynor (see Appendix 2 below)  <b>RMS Ken Traynor/Judy Brayden that the treasurer’s report be adopted as printed. CARRIED</b></p>	
	<p><b>7. Correspondence Received</b> – Leroy Van Wieren NONE</p>	
	<p><b>8. Fundraising Report</b> – Maureen Quedstedt reported that CLRSS has earned a total of \$3130 in fundraising activities year-to-date (July raffle \$580, bottle drive \$850, sealed bid auction \$250, donations \$1450). She outlined the upcoming Beer and Burger and Silent Auction Night, Saturday, October 14<sup>th</sup> 5:30 - 9:30 p.m. We will have the entire restaurant if we can sell at least 70 tickets. Tickets are \$25 each and entitle the purchaser to a beef, chicken or veggie burger with fries, a draft beer or cider or wine. Our cost is \$12.00. In addition, each ticket holder will get a surprise bonus/prize or discount on their winning bid in the silent auction. Thanks to the many CLRSS members have donated generous gifts to the silent auction.</p>	
	<p><b>9. Thank you cards</b> - Rosemary Danaher reported that a letter had been sent to Rod’s Autoglass acknowledging their donation to the annual river clean-up. She will send Christine Brophy a congratulatory wedding card from the CLRSS Board and members.</p>	
	<p><b>10. August Executive Committee Meeting Report</b> – Heather Pritchard reported that on the following issues:</p> <p><b>a.) Increased water storage in the lake:</b> Leroy Van Wieren will address the issue at the next Board meeting in light of the CLRSS strategic plan wording: <b>“Advocate for water storage on Cowichan Lake to maintain a minimum flow of 7 m<sup>3</sup>/sec.”</b></p> <p><b>NOTE: All Board members will need to fully understand the</b></p>	

	<p>implications of this goal. The CVRD has decided to hold a referendum at the next civic election about the question of the Water Management plan.</p> <p><b>b.) CSSP awareness campaign CSSP and letter to Youbou resident:</b> Jean Atkinson and Judy Brayden reported on the issues that were raised over the last month during the door to door education campaign/surveys.</p> <p><b>RMS Judy Brayden/Rosemary Danaher that in consultation with BCCF, we develop a CSSP liaison process. CARRIED</b></p> <p><b>RMS Judy Brayden/Mike Patrick that the CLRSS contact the Youbou resident involved, asking for a meeting, at which time this issue can be clarified. CARRIED</b></p> <p><b>c.) Reporting Volunteer Hours</b> - It was decided that as these very detailed statistics are now part of our permanent record, and can easily inform others about the extent of commitment required for specific positions and projects, in the future we can simply collect and report total volunteer hours by month and by year for the AGM, rather than by committee and/or project.</p>	
	<p><b>11. Strategic Plan Committee Reports - Due to length of meeting agenda, Nil reports may be recorded.</b></p> <p><b>1. Regional Meetings:</b></p> <ul style="list-style-type: none"> <li>a.) See above</li> <li>b.) See above</li> </ul> <p><b>2. Community Involvement:</b></p> <ul style="list-style-type: none"> <li>a) Education and Communications Committee – Leroy Van Wieren NIL</li> <li>b.) Membership - Mike Patrick 80 members as of October 1<sup>st</sup> CLRSS membership the fees are \$8.00</li> <li>c.) Website – Mike Patrick NIL</li> </ul> <p><b>3. Land Stewardship:</b></p> <ul style="list-style-type: none"> <li>a.) CSSP - Jean Atkinson and Diane Gunderson. A Landowner Education meeting will be called once all the members are back from holidays.</li> </ul> <p><b>4. Water Stewardship:</b></p> <ul style="list-style-type: none"> <li>a.) Water monitoring – George DeLure reported that we have tested on 15 days; may do 1 or 2 more. FYI as of today, water temperatures are 21 degrees at 1 m and 20.7 at 3 metres.</li> <li>b.) Stream signage – George DeLure thanked Lyle Kuchmak for his initiative in clearing the brush from around the existing signs. The Beaver Creek sign has once again been damaged by the Mainroad operator. George will contact Mainroad for assistance replacing the damaged sign.</li> </ul> <p><b>RMS Lois Atchison/Maureen Quested that the above reports be adopted</b></p>	<p><i>Judy will send a Doodle poll to determine an appropriate date.</i></p>

	as presented. <b>CARRIED</b>	
9:00	RMS Mike Patrick that the meeting be adjourned at 8:53 p.m.	
	<ul style="list-style-type: none"> <li>• <b>Important dates:</b></li> <li>• <b>Thursday, September 14, 2017 Informal presentation and discussion about the Provincial Water Sustainability Act and how it affects private residential water users on wells. 7:00 p.m. Curling Lounge, Lake Cowichan</b></li> <li>• <b>Saturday, September 23<sup>rd</sup>, 2017 Salmon and Mushroom Festival</b></li> <li>• <b>Saturday, September 30<sup>th</sup>, River's Day (see Appendix 4)</b></li> <li>• <b>Monday, October 2<sup>nd</sup>, 2017 Regular Board meeting – Country Grocer meeting room</b></li> <li>• <b>Saturday, October 14<sup>th</sup> CLRSS Beer and Burger fundraiser – Jake's at the Lake</b></li> </ul>	

**Appendix 1 - Prioritized Goals for 2017/18 - New Board (2017/18) Orientation Meeting - Discussion on focus areas for 2017/18:**

**Background:** CLRSS members have been working on this Strategic Plan since 2012. It was revised slightly in 2016 and three discussion questions were addressed at our 2016 AGM. The questions were: What strategies can we employ to ensure that future development is sustainable, with no negative impact on the Cowichan watershed? We have identified areas of sensitive habitat (see map). What strategies (actions) can we employ to ensure their permanent protection? and What role should the CLRSS play regarding future land development issues? In that role, what actions would we take?

At the June 20<sup>th</sup> Board orientation, new Board members were introduced to the plan and asked to prioritize their choices of focus areas for this fiscal year. The following list represents those indications. This is intended as a discussion item for the entire board.

Their feedback:

- 3x Keep pushing for preservation of Shaw Creek and Lakeview
- 2x More public communications
- 2x More engagement with political leaders (keep pushing for enforcement and oversight)
- 2x Engage more of the membership in our activity (more communications too)
- 2x Landowner Education
- 1x Community events – CSSP needs better display/graphics
- 1x Engage Town of Lake Cowichan (RAR and bylaws enforcement, planning, etc.)
- 1x Continue support for increased storage of water in the lake during the summer
- 1x Attend or review Electoral Areas Service Committee (EASC) agendas and minutes to learn about upcoming developments
- 1x Follow up on our Real Estate initiative

Appendix 2 – Treasurer’s Report – Ken Traynor

Treasurer’s Report as at Sept 1, 2017				CLRSS 2017/18 Financial Report Budget to Actual					
	CASH	Cheques/	Available	Report Date		9/4/2017			
	in Bank	Transfers	Cash	Current	Cash Position	\$7,944.79		Balanced?	\$0.00
<b>CLRSS General Account</b>	<b>6,036.96</b>	<b>967.78</b>							
to be deposited	196.55			<b>CODE</b>	<b>Category</b>	<b>Revenue</b>	<b>Expenses</b>	<b>Revenue</b>	<b>Expenses</b>
	5,265.73			4100	Memberships	1000		1166	
<b>Earmarked funds General Account</b>				4110	Donations	2500		3149.3	
for salmon fry rescue	1,834.21			4200	Sales	1000		355	
			<b>\$3,331.52</b>	4460	Misc. Revenue	2000		602.3	
<b>CSSP Account</b>			<b>\$2,679.06</b>			<b>6500</b>	<b>4965</b>	<b>5272.6</b>	<b>2049.2</b>
<b>Total Cash Available for CLRSS Activities both Accounts</b>			<b>\$6,010.58</b>	5270	Signs		500		0
<b>Bursary Account Total</b>			<b>\$2,166.98</b>	5300	Supplies		200		0
<b>Comments: River clean up donations Rods Autoglass &amp; RBC \$100, Western Stevedoring \$250 and(The Tube Shack \$1000.</b>				5610	Accounting		100		100
				5625	BCLSS Membership		50		0
				5630	Society Fees		35		30
				5640	Printing Costs		700		216.3
				5650	Purchase for Sales		800		377.98
				5685	Insurance		600		0
				5690	Bank Charges		30		11
				5700	Office Expenses		550		155.57
				5710	Legal				0
				5730	Courses & Mtgs		300		141.02
				5735	CSSP Activities		1000		192.37
				5740	Misc. other		100		824.96

### Appendix 3 – Volunteer Hours 2016/17 Membership Year

#### Summary of CLRSS Volunteer Hours for the 2016-2017 Membership Year

	Total For Year	Board	River Cleanup	CSSP	Water Monitoring	Stream Signage	Treasurer	Member-ship	Fund-raising	Secretary	Educa-tion	Website	Fry Rescue	Execu-tive	By-law Policy Review	Merohan-dising	Salmon /Mushroom Festival
Accumulated Hours	2,531.3	636.5	533.0	472.0	147.5	134.0	120.0	118.5	102.8	91.0	58.5	41.0	35.0	11.5	11.5	10.5	8.0
Hours as percentage of total	100	25.1	21.1	18.6	5.8	5.3	4.7	4.7	4.1	3.6	2.3	1.6	1.4	0.5	0.5	0.4	0.3

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Sheet: Summary 16 17

Appendix 4 – River’s Day poster

*Cowichan Stewardship Roundtable & Cowichan Tribes are co-hosting:*  
**Qw’utsun Cowichan Heritage River Celebration**  
**Saturday, September 30th, 2017 | 10 - 3**

Gather at 222 Cowichan Way, old VIU site near Superstore in Duncan. A short walk to a river site on Cowichan Tribes land.



**Qw’utsun River is the heartbeat of the Cowichan People since time immemorial.**

Raptors. Games. Story telling. Fry bread. Work with cedar. Tzinquaw Dancers. Hands-on learning about fish, birds, plants.

Free event, everyone welcome! Drop in anytime on Saturday September 30th 10 - 3. Lunch served starting at noon until supplies run out.



**Please bring your own drinking water - limited facilities on site.**

**Qw’utsun Cowichan River is a provincial and national designated heritage river.**



For more information contact: 250.597.7708 | [cowichanstewardshiproundtable@gmail.com](mailto:cowichanstewardshiproundtable@gmail.com)