

Minutes CLRSS Board of Directors and interested CLRSS members

Monday, March 5th, 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 and Ken Traynor. CLRSS members: Sandy Cumming, George DeLure and Rob Somers

Guests: Lake Cowichan Mayor, Ross Forrest, CSSP Project Manager, Christine Brophy, and CVRD Area I Director, Klaus Kuhn.

Absent with regrets: Leroy Van Wieren, Rosemary Danaher, Maureen Quested, Lois Atchison, Heather Pritchard, Genevieve Singleton, Rodger Hunter, Area F Director, Ian Morrison, and Tom Rutherford of the Cowichan Watershed Board (CWB)

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)
	Ken Traynor in the chair.	
6:30	Adoption of the agenda: RMS Diana Gunderson/Parker Jefferson that the agenda be adopted as printed. CARRIED	
	Introductions of members with reminder about our meeting conduct guideline. Using the Fourfold Way we: <ul style="list-style-type: none"> • respect each other by having just one speaker at a time • expect people to speak from the heart with passion • expect people to show up to solve problems <i>and</i> • expect people to speak without blame. 	
	Protocol for Board Meeting Invitations: Further to discussion, The Board agreed to the following routine be followed when inviting members/guests to attend our regular CLRSS Board meetings: <ul style="list-style-type: none"> • All Board members must be invited regardless of prior attendance record • Members who 'regularly' attend the Board meetings and show an ongoing interest • Members who participate in sub-committees: ie: Bill Gibson, Bee Greenway, Lyle Kuchmak, George DeLure, Julia Martinusen, Randall Wilson, Rob Somers, Christine Brophy and Sandy Cummings. • Life time members: Bill Gibson, George DeLure, Caroline Thom and Rodger 	

	<p>Hunter</p> <ul style="list-style-type: none"> • Key individuals, whether a member or not (Regardless of past attendance): ie: 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) 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>At the start of each Board meeting the chair will note who is in attendance as non-CLRSS Board member/guest and therefore would not have voting rights.</p> <p>RMS Diana Gunderson /Judy Brayden that this become the policy for extending invitations to the regular CLRSS Board meetings. CARRIED</p>	
	<p>Adoption of the minutes: (attached with this agenda package) RMS Judy Brayden/Mike Patrick that the minutes of February 5th, 2018 CLRSS meeting be accepted as amended.</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>Land Stewardship: moved in order to respect time commitments CSSP - Christine Brophy reported that the CSSP report for 2017 will be completed by the end of the week and will include a section outlining the five events that are regularly sponsored by CLRSS; seven and possibly eight properties have been identified for the 2018/19 year; we now also have one Koksilah River property included as well; the completed Landowner Education surveys stand at 71; we need four more completed surveys by March 31st. Jean Atkinson encouraged other Landowner Education Committee members to suggest a few final addresses to follow-up. Once the 2017 report is finalized, twelve copies will be made; copies of the 2016 report are now being reproduced for distribution as needed.</p>	
	<p>Cowichan Watershed Board (CWB): agenda order has been amended in order to respect time and travel commitments – CWB Executive Director, Tom Rutherford, was absent with regrets; Ken Traynor reported that the recent CWB discussion centered around revisions of the governance model; the communication plan was revisited; and website updates have been undertaken.</p>	
	<p>Business Arising from the Minutes and Old Business:</p> <ol style="list-style-type: none"> 1. Issue of Insurance - Ken Traynor reported that we are still waiting for word from the Cowichan Watershed Board (CWB) as to whether or not we can work with them on the liability insurance issue; if by June 1, 2018, we do not have support from CWB, Ken will immediately procure our own insurance. 2. Shaw Creek update – Nothing to report 3. Greenshores workshops – Ken Traynor and Christine Brophy reported on their recent attendance at the Greenshores workshops; Greenshores for Homes and Greenshores for Coastal Development are two different initiatives; nine municipalities are presently participating in the Greenshores for Homes pilot 	

	<p>program; the CVRD is no longer one of those participants; both Christine and Ken will write brief reports and present them to those funders whose support allowed them to attend (Area F and the CWB); Jean Atkinson suggested that it would be educational and informative if the all of the CLRSS Board members were to review the criteria for credits in the program with their own waterfront properties in mind; Judy Brayden suggested that this be an exercise for the upcoming Annual General Meeting.</p> <p>4. Strategic Planning - We reviewed the top four goals for the year, with objectives and measurable outcomes; Judy Brayden agreed to write the Strategic Plan overview; some member's names were added to the document and the Executive Committee will convene a meeting to assign others to roles asap.</p> <p>RMS: JB/DG that the final version of this document be presented to the upcoming Annual General Meeting (AGM) for the ratification by the membership.</p> <p>5. Changes to the Navigation Protection Act – NIL report.</p> <p>6. 2018/19 Board Building - Judy Brayden spoke briefly about the potential, new Communications Director.</p> <p>7. Lamprey Project – Ken Traynor updated; traps are set; no lampreys have been sited to date; George DeLure suggested that a innovative way to measure the population would be to alert fishermen who are participating in routine fishing derbies on the lake; they could count the lamprey that they encounter as they remove them from the fish caught. Ken Traynor agreed to convey this idea to the program coordinator.</p>	<p><i>Ken Traynor agreed to convey this idea to the program coordinator.</i></p>
7:15	<p>Treasurer's Report – Ken Traynor (see Appendix 1 below) Further to this report, Diana Gunderson reported that the Lake Cowichan Home Hardware gave her a small, cash donation to deposit for CLRSS.</p> <p>RMS Ken Traynor/ DG that the treasurer's report be adopted as printed. CARRIED NOTE: A Draft Budget for 2018/19 will be brought to the next CLRSS Executive Committee meeting. We agreed to maintain the specific line for CSSP expenses in the current budget only until the end of this fiscal year.</p>	<p><i>A Draft Budget for 2018/19 will be brought to the next CLRSS Executive Committee meeting.</i></p>
	<p>Correspondence: Two letters sent this month (see appendix 3 below); one to Sidney Anglers and one in support of CSSP application to the Pacific Salmon Foundation (PSF).</p>	
	<p>Fundraising Report – Maureen Quested was absent with regrets but has sent the following: After the last CLRSS Board meeting, she made contact with Lake Cowichan School regarding the status of the bursary and they will get a package ready for us when they start going through the applications. She will remind them of this again before spring break. When the package is ready, she will let the Education Committee know so that they may meet. If Leroy is unable, Maureen is willing to host the meeting. Further she hopes to have the information ready to apply for the spring raffle license within a week or so. The prize is the Greendale Cabins & restaurant package.</p>	
	<p>8. Retail Sales Report – Lois Atchison NIL report</p>	
	<p>9. Thank you cards - Lois Atchison NIL report. The Board requests that a thank you letter/card be sent to Lake Cowichan Home Hardware for their donation.</p>	
	<p>11. Strategic Plan Committee Reports - Due to length of meeting agenda, NIL reports may be recorded.</p>	

<p>A. Regional Meetings:</p> <p>a.) Stewardship Roundtable –The March meeting will concentrate on the issue of invasive species; all members are encouraged to attend the next meeting; Parker Jefferson reported that the current flows in the Cowichan River are 45 cms; the situation looks good as long as we do not have a warm spring; it was reported that the water use plan (WUP) is progressing and both Parker Jefferson and Heather Pritchard attended a full day meeting on the 20th of February to analyse data about future flows and water storage. This group looked at various alternatives; however a single, clear solution did not present itself; this Thursday the report of their findings will be presented to the Public Advisory Group, which will make a recommendation.</p> <p>Sandy Cummings reported that he will be a Director of the Cowichan Salmonid Enhancement Society and asked that he be able to report from that group at each of our regular Board meetings. Judy Brayden will see that this is added to the reports section of the CLRSS agenda.</p> <p>B. Community Involvement:</p> <p>a) Education and Communications Committee – NIL report</p> <p>b.) Membership - Mike Patrick reported that there are currently 95 CLRSS members and reminded us that the membership year ends on March 31st. On April 7th the CLRSS will host a membership drive at the Country Grocer Customer Appreciation Day. Further, on May 25th CLRSS will host a table at Country Grocer for continued membership renewal. Mike will contact the entire membership by email suggesting that it is time to renew their memberships.</p> <p>c.) Website – Mike Patrick - NIL report</p> <p>D. Water Stewardship:</p> <p>a.) Water monitoring – Rob reported on the year’s activity and handed in his CLRSS AGM report for this topic. Lake Cowichan Mayor, Ross Forrest, agreed to follow up on the issues of house boats moored on the lake over the winter.</p> <p>b.) Stream signage – Rob Somers reported on two maintenance issues regarding the stream signage; Area I Director, Klaus Kuhn, brought up the fact that there are more derelict houseboats /boats being abandoned in the lake all the time; they are not under the jurisdiction of the RCMP so resolution is unlikely; George DeLure reported that he had spoken to Cowichan Watershed Board Executive Director, Tom Rutherford, about the condition of Swordfern Creek; There is debris, trees and limbs clogging the spawning gavel; this is also the case in Miracle Creek; George DeLure will report back on this issue.</p> <p>RMS Parker Jefferson/Mike Patrick that the above reports be adopted as presented. CARRIED</p>	
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	<p>New Business:</p> <p>A. The Lake Cowichan and District Chamber of Commerce: After considerable thought the following motion was passed: RMS Judy Brayden/Jean Atkinson that for the period of one year (2018/19) the CLRSS will become a member of the Lake Cowichan and District Chamber of Commerce (cost \$85.00) with the specific understanding that the intention would be to liaise with the Chamber on issues that are directly reflected in the four prioritized goals of the CLRSS Strategic Plan. This Executive Committee would evaluate the outcome after one year and advise the Board as to the value of renewing the membership at that time. CARRIED with 1 abstention.</p> <p>B. LCS 2018 Health Fair, Thursday, April 12th 10:00 – 12:00 (set-up 9:00 – 10:00) The Board agreed to participate in this event and Diana Gunderson will solicit names of members who can assist at the next regular Board meeting.</p>	<p><i>Mike Patrick agreed to print 500 general CLRSS brochure; 100 Boating brochures and 200 Riparian brochures asap.</i></p>
8:50	RMS Jean Atkinson that the meeting be adjourned at 8:48	
	<p>Important dates:</p> <ul style="list-style-type: none"> • Next Board Meeting Monday April 9, 2018 • Spring Break SD 79 March 19 – 23 • CLRSS Year end March 31 • Country Grocer Customer Appreciation Day, Saturday, April 7 (11:00 – 2:00) • LCS Health Fair April 12 10:00 – 12:00 (set-up 9:00 – 10:00) 	

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
Total Cash Available for CLRSS General Activities from both Accounts			\$8,064.40
Bursary Account Total			\$3,851.15
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
Total	Revenue	6500	12,346.73	Total	Expenditures	5465	7,069.51
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 m² 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