

Minutes for the CLRSS Board of Directors and interested CLRSS members

Monday, July 9th, 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, Chantelle Carden, Rosemary Danaher, Diana Gunderson, Parker Jefferson, Lyndon Keeping, Mike Patrick, Ken Traynor and Leroy Van Wieren. CLRSS members: Lois Atchison, Bee Greenway, Ian Morrison, Maureen Qusted, Katharine Staiger, Joe Saysell, Klaus Kuhn and Tom Rutherford (CWB). Special Guest: Sandy Foxall of the BC Conservation Foundation (BCCF)

Absent with regrets: Rodger Hunter, Sandy Cumming, Genevieve Singleton and George deLure

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	Adoption of the agenda: RMS Judy Brayden/Leroy Van Wieren that the agenda be adopted as amended. (new business item; change to water monitoring) CARRIED	
	Past president, Leroy Van Wieren, made a special presentation of the CLRSS gavel to the new president, Ken Traynor	
	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. 	
	Adoption of the minutes: (attached with this agenda package) RMS Judy Brayden/Rosemary Danaher that the minutes of June 4 th , 2018 CLRSS meeting be accepted as printed (version sent with this meeting agenda). CARRIED	
	Welcome new Board members: Ken Traynor welcomed the two new Board members: Lyndon Keeping and Chantelle Carden and he referred to the new positions for Leroy Van Wieren and Parker Jefferson.	
	Guest Speaker: Sandy Foxall, Fisheries Biologist with BC Conservation Foundation, presented a PowerPoint outlining the riparian restoration work that BCCF is undertaking on the Cowichan and the Koksilah rivers. This is a project that dovetails with the work of CLRSS around the lake. Funding does not permit CLRSS to work further down the river than the edge of the Town of Lake Cowichan. She emphasised that there is clear evidence that chinook fry only inhabit shoreline waters where there is sufficient in-stream and overhanging vegetation. She outlined the two project components: lower river from Allenby Bridge to estuary (2016 – 2018 and Koksilah and the upper	

	<p>Cowichan River (weir to Allenby Bridge) including Robertson, Shaw, Ashburnham and Sutton Creeks (2017/2022). The project involves taking inventory of the riparian health along the edge of the watercourse; walkers assess each zone as to the amount and type of vegetation present etc. Also extensive replanting (staking and limited live plantings) is being undertaken in areas where there is much destruction (often large gravel deposits); this success was due to the use of large equipment to scour the riverbed, removing rocks and gravel in order to facilitate the planting of live stakes. The project tripled its goal on the lower river and doubled its goal on the upper river. CLRSS member, Joe Saysell, questioned the restoration in areas where chinook are not naturally found and wondered why the Japanese knotweed could not be removed instead and certainly before any staking. Sandy explained the very specific spending requirements from funders that precludes any removal of invasive species in this particular project. Joe offered to take Sandy and others to the site that he was referring to. On Robertson Creek gravel bars are being staked in order to slow the velocity of the creek, redirecting the water to the middle of the channel.</p> <p>Jean Atkinson raised the topic of doing a similar inventory of the riparian health of the lakeshore; the discussion ensued that we could revisit the video previously produced that captured the visual look of the riparian zone around the lake and compare it with the actual lakeshore in real time.</p> <p>In closing, Sandy apprised us that Jennifer Sibbald will be assuming her job with BCCF, upon Sandy joining the DFO. Appreciation and best wished were extended to Sandy from the Board.</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>Cowichan Watershed Board: Tom Rutherford, CWB Executive Director, and Ken Traynor reported on the water sampling that the CWB is planning together with the BC government. Water objectives have been set: the samples will determine levels of E.coli, phosphorus and turbidity. The model is referred to as 5 in 30 (done twice) with 12 lake samples, 14 tributary samples in the fall and 4 sites on the upper river. The funding for this project is being provided by the Real Estate Foundation of BC.</p> <p>We are being asked to provide three teams of two volunteers each for summer sampling to begin August 7th and to continue five Tuesdays in a row until Tuesday, September 4th, 2018. The work has to be completed by 2:00 p.m. on each of these days so that the samples can be couriered to the Burnaby lab. CWB will arrange a central pick-up location in Lake Cowichan so that CLRSS will not need to drive the samples to Duncan. We require: one crew for Shaw Creek, one for boat sampling on Lake (boat need GPS), and one for Cowichan River sites from the weir down to Stoltz Park; the CWB will cover fuel costs (mileage stipend). CCLT and SMWS will provide sampling team for four lower Cowichan and Bings Creek sites. They will be repeating the sampling in November and adding a number of sampling sites on tributaries of the Lake when they begin flowing again.</p>	

<p>Joe Saysell volunteered to do the sampling on the river (the Weir to Stoltz). He and Ken will arrange a partner for Joe. Ken Traynor and Leroy Van Wieren volunteered to participate and will locate a boat and recruit two more volunteers.</p> <p>Tom agreed to send us a succinct summary of the sampling requirements with named skill sets and the time commitment required; we will then post on our facebook page and otherwise enlist the assistance of our non-Board members. This has to be completed asap as the start date is fast approaching.</p> <p>Further Tom reported: We want to build on the momentum of the water use planning process; the CWB co-chairs CWB co-chairs, Chief William (Chip) Seymour and CVRD Chair Mayor Jon Lefebure, have agreed about the need for the Province to step up and take out the required water license and they are meeting with the pertinent ministers next month. We discussed a letter-writing campaign (individual letters to the Minister requesting this action take place immediately). Rosemary Danaher volunteered to host a letter writing potluck(s); details will be coming out to the membership shortly. Joe Saysell suggested that he could locate a letter from David Anderson that could be used as a template; this was respectfully received.</p> <p>Since that time: Tom has written: Jill Thompson and I met with the and received their support for the CWB assisting in this effort. Jill and I did some quick brainstorming this a.m. and both of us could attend your "kitchen meetings" at Rosemary's place (Thanks for offering to host Rosemary!). Our idea was that we could do a brief (10 minute) overview providing background and some key points that folks may or may not want to include in their own words; we are also thinking of capturing this info in a brief handout. If it would be helpful, we can also bring paper, envelopes, stamps etc. and I can make some of my (world famous?) cookies to bring along.</p> <p>RMS Rosemary Danaher/Diana Gunderson that the CLRSS convene a letter writing campaign during which we lobby the provincial government to assume the water licence for the Cowichan. CARRIED</p> <p>We also agreed that Chantelle will contact Jill Thompson, who is coordinating the Lower River Clean-Up on August 26th so that we can support her in the process.</p>	<p><i>Joe Saysell to find partner for sampling work.</i></p> <p><i>Ken Traynor and Leroy Van Wieren will locate a boat and recruit two more volunteers.</i></p> <p><i>Tom Rutherford will send Judy Brayden the summary for distribution.</i></p> <p><i>NOTE: Rosemary Danaher and Judy Brayden have sent a Doodle poll around regarding the possible dates of this campaign. The result is July 23rd, at 10:30 at Rosemary's home.</i></p> <p><i>NOTE: Judy Brayden has done this.</i></p>
<p>Business Arising from the Minutes and Old Business:</p> <ol style="list-style-type: none"> Insurance update: Ken Traynor reported that we have joined the Pacific Stream Keepers Foundation and the insurance applications have been submitted. Dedication of Lake Cowichan area to Gerald Thom's memory: Bee Greenway (see Appendix 1 below); Phase 1 would involve 50 person-hours for a work party to clean-up the existing garden; Phase 2 would involve some plantings and changes to the garden; Judy will ask for delegation status at an upcoming Town of Lake Cowichan Council meeting and she and Bee will prepare a summary of the proposed phases asap. <p>RMS Rosemary Danaher/Leroy Van Wieren that we undertake and support the program that has been outlined. CARRIED</p> <ol style="list-style-type: none"> Lamprey Project update: Participants on the Board. Jean Atkinson reported that she may have gotten one in her trap; some traps have been removed because of low water; Ken will contact Joy and apprise her of the progress. 	<p><i>NOTE: Bee Greenway has agreed to do this and Judy has contacted Ross Forrest about the delegation status.</i></p>

	<p>4. Annual River Clean-up: Leroy Van Wieren reported that a meeting will be convened shortly to review last details. Christine Brophy and the entire CSSP crew will in attendance.</p> <p>5. Canada Day event hosted by the Cowichan Lake Arts and Culture Society (CLACS): Rosemary Danaher, Jean Atkinson, Lois Atchison and Ken attended and reported that it was a positive experience. One hundred people attended.</p>	<i>Leroy Van Wieren will convene a meeting in July.</i>
7:30	<p>Treasurer's Report: –Ken Traynor (see Appendix 2 below)</p> <p>RMS Ken Traynor/Leroy Van Wieren that the treasurer's report be adopted as printed. CARRIED</p>	
	Correspondence: None	
	Committee Structure Review: Ken Traynor (See Appendix 3 below). NOTE: All minutes must be forwarded to the secretary for record keeping.	
	Fundraising Report: Maureen Qusted reported the outcome of the recent CLRSS raffle: The winners were: 1 st Place: Jan Poyntz, 2 nd Place: Donna Hesketh and 3 rd Place: Linda Jakubowski. The license cost \$25 so the amount made was \$1,175.00. Maureen spoke briefly about the July 29 th CLRSS Lakeside Barbecue Fundraiser. Tickets are \$20 and there will be a silent auction and a Toonie Ticket draw for secret prizes.	
	Retail Sales Report: Rosemary Danaher reported that in June we sold \$90 worth of product and made a profit of \$26.70. We gifted \$149.64 worth of product to the AGM guest speaker and the CSSP students.	
	Cards of Thanks: Rosemary Danaher reported that cards were sent to Tom Rutherford, Maureen Qusted, Heather Pritchard and to the Manager of Country Grocer.	
	<p>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: Nil Report</p> <p>B. Community Involvement:</p> <p>a.) Education Committee: Ken Traynor reported that the Education Committee had not yet met about draft recommendations regarding the process to follow in the event that there is no qualified recipient for the bursary. Diana Gunderson has drafted a cover letter for the bursary applicants and this will be coming to the next Education Committee meeting. Her letter of recommendation for Alex Werk is below. This year's Gerald Thom Environmental Studies Bursary winner was Jonina Tynjala.</p> <p>b.) Membership: Mike Patrick reported that the final total of contributed volunteer hours for the 2017/2018 membership year is 2,073. The numbers for previous years: 2016/2017 2,155 hours; 2015/2016 2,513 hours. That's an average of 2,247 hours per year.</p> <p>c.) Website: Mike Patrick update on the formation of a new adhoc committee to look at the future development of the CLRSS website. Chantelle and Mike are assessing the website from the perspective of content, usefulness, etc.; they will look at the future of the website (how will we maintain it; tools that we need to include). By March 31st, 2018 they will have a recommendation to bring to the Board. Members were asked to view the website from a content perspective, not a graphic one, and send input to Mike Patrick.</p>	

	<p>C. Land Stewardship</p> <p>a.) CSSP: Diana Gunderson and Jean Atkinson reported that new metal, funder-recognition signs are being prepared for use this year. She referred to the workshop for property owners that Project Manager, Christine Brophy, is planning for September. More details as to who will be attending are forthcoming. She wondered if we can circulate the riparian brochures to the general public once the Landowner Education mailout is complete; more maintenance manuals are needed and we do not know who will pay for these. She reported that a Riparian Tour and Luncheon will again be posted at the end of the work season (August 31st). Diana will ask Christine Brophy to circulate the work calendar, so members are able to attend. Two upcoming volunteer opportunities on July 19 and 20 were discussed; they involve 1 – 2 hours between 9:00 and 11:00 of invasive plant removal. The two properties are 9254 Youbou Rd (July 20th between 9 am and 1 pm) and 2725 Dingwall on the Koksilah River She will put out markers on the road in front of each property so that they will be easily located. Volunteers are to bring hand clippers, loppers and gloves, and to wear lightweight clothes (long sleeves and pants) as it's best not to have exposed skin. We will remove St John's wort, periwinkle, and English ivy.</p> <p>D. Water Stewardship:</p> <p>a.) Water monitoring: Bee Greenway reported that the regular schedule of 9:00 a.m. on Sundays is being implemented.</p> <p>b.) Stream signage: Bee Greenway reported for George deLure that nothing is taking place right now; She reported that they do not wish to extend our mandated area at this time.</p> <p>RMS Rosemary Danaher/Mike Patrick that the above reports be adopted as presented. CARRIED</p>	<p>NOTE: It was later agreed that the Koksilah volunteer opportunity could possibly be done at a later date TBA.</p>
<p>8:50</p>	<p>New Business:</p> <p>1. Excessive speed by boaters on the Lake: Jean Atkinson reported the Johnsons had contacted her about excessive boater speed as some boats approach the Riverside Inn thru the boat lock at the weir. Additional speed signage was considered. We agreed to contact the local constables at the Lake Cowichan detachment. We would introduce the new Board and outline our around the lake. We in turn would be apprised of their plans for monitoring boater activities. Parker Jefferson reminded us that no boat with a motor larger than 10 HP can be on the river. Ian Morrison reported that the CVRD is financially supporting the on-lake patrols that are occurring this summer.</p> <p>2. Area F OCP Open Houses: Ian Morrison reported that there are there three open houses being hosted to discuss the draft Area F Official Community Plan (OCP). They are Tuesday, July 10th (6:30 – 8:30) at the Honeymoon Bay Community Hall; Thursday, July 12th (6:30 – 8:30) Mesachie Lake Community Hall and Friday, July 14th (6:30 – 8:30) at the Curling Lounge at the Lake Cowichan Sports Complex. Ian spoke about a streamlined OCP revision process.</p>	<p>Note: Ken Traynor spoke with RCMP and invited a representative to attend a CLRSS meeting. No one is available in August, but someone will get back to us about later in the year.</p>
	<p>RMS: Parker Jefferson that the meeting be adjourned at 9:00 p.m.</p>	
	<p>Important dates: July 19th and 20th Volunteer, invasive species removal, work parties (website for details)</p>	

<p>July 29th Lakeside Barbecue Fundraiser – 10013 – 10015 March Road, Honeymoon Bay, 4:00 p.m. to 8 p.m. - BYOB</p> <p>August 13th CLRSS Board Meeting</p> <p>August 18th Annual Upper River Clean-up</p> <p>August 26th Annual Lower River Clean-up</p> <p>September 10th CLRSS Board Meeting</p> <p>August 31st Last CSSP work day</p>
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APPENDIX 2: Treasurer's Report as at July 2, 2018

	CASH in Bank	Cheques/Tr ansfers	Available Cash
CLRSS General Account	10,461.45	49.14	10,462.31
to be deposited	50.00		
Earmarked funds - for salmon fry rescue			1,934.21
Total Cash Available for CLRSS General Activities			\$8,528.10
Bursary Account Total			\$3,851.94

Comments: Received donations from RBC \$100 and Western Stevedoring for \$250 in June.

CLRSS 2018/19 Financial Report Budget to Actual - 02/07/2018

Current	Cash Position	\$10,462.31					
Revenue				Expenditures			
CODE	Category	Budget	Actual	CODE	Category	Budget	Actual
Total	Revenue	7300	1,674.91	Total	Expenditures	7,300.00	590.24
4100	Memberships	1600	1,168.00	5270	Signs	500	0
4110	Donations	2600	404.75	5610	Accounting	100	0
4200	Sales	1000	100.00	5615	Public Information	500	179.55
4460	Fundraising	2100	2.16	5625	BCLSS	50	50
				5630	Society Fees	100	85
				5640	Printing Costs	1000	0
				5650	Purchase for Sales	800	0
				5685	Insurance	1300	0
				5690	Bank Charges	30	6
				5700	Office Expenses	520	121.03
				5730	Courses & Mtgs	300	0
				5735	CSSP Activities	500	76.45
				5736	River CU	700	0

				5737	Fundraising Expenses	300	25
				5740	Misc. other	100	47.21
				5900	Scholarship Fund	500	0.00

APPENDIX 3:**Standing Committee Structure Review:****Education:**

Ken Traynor (Chair)	250 932-9324	ken.traynor@gmail.com
Diana Gunderson	250 749-3335	dianamarie@shaw.ca
Jean Atkinson	250 745-3342	jean.atkinson@ufv.ca
Rosemary Danaher	250 749-0251	rdanaher@shaw.ca
Parker Jefferson	250 737-1463	parker_jefferson@shaw.ca
Lois Atchison	250 749-3055	None
Chantelle Carden	250 732-8733	chantellemcgeachy@gmail.com
George deLure (Native Garden only) assuming that this becomes the mandate of this committee	250 745-6675	georgede@shaw.ca
Bee Greenway (Native Garden only) assuming that this becomes the mandate of this committee	250 715-5484	beeumz@hotmail.com

Executive/Finance:

Ken Traynor (Chair)	250 932-9324	ken.traynor@gmail.com
Parker Jefferson	250 737-1463	parker_jefferson@shaw.ca
Judy Brayden	250 701-0570	judybrayden@shaw.ca
Leroy Van Wieren	778 422-1225	lvanw@shaw.ca

Fry Rescue:

Parker Jefferson	250 737-1463	parker_jefferson@shaw.ca
Sandy Cumming	250 932-3342	sandyc01@shaw.ca
Carston Hunter		
Joe Saysell	250 749-3062	

Fundraising:

Maureen Quested (Chair)	250 478-7595	mquested@shaw.ca
Judy Brayden	250 701-0570	judybrayden@shaw.ca
Lois Atchison	250 749-3055	None

Landowner Education:

Leroy Van Wieren	778 422-1225	lvanw@shaw.ca
Lois Atchison	250 749-3055	None
Jean Atkinson	250 745-3342	jean.atkinson@ufv.ca
Ken Traynor	250-932-9324	ken.traynor@gmail.com
Judy Brayden	250 701-0570	judybrayden@shaw.ca

Diana Gunderson	250 749-3335	dianamarie@shaw.ca
Katharine Staiger	250 932-9930	katharinestaiger@gmail.com
Heather Pritchard (records only)	250 746-4386	hdpritchard@shaw.ca

Membership:

Mike Patrick (Chair)	250 749-6998	m_patrick@telus.net
Maureen Quested	250 478-7595	mquested@shaw.ca
Lois Atchison	250 749-3055	None

2018 River Clean-up:

Sandy Cumming (Chair)	250 932-3342	sandyc01@shaw.ca
Leroy Van Wieren (Co-chair)	778 422-1225	lvanw@shaw.ca
Lois Atchison	250 749-3055	None
Carrol Patrick	250 749-6998	carrol_patrick@icloud.com
Mike Patrick	250 749-6998	
Judy Brayden	250 701-0570	judybrayden@shaw.ca
Rosemary Danaher	250 749-0251	rdanaher@shaw.ca
Carol Milo	250 416-0031	cm.lo@telus.net
Bee Greenway	250 715-5484	beeumz@hotmail.com
Diana Gunderson	250 749-3335	dianamarie@shaw.ca
Ken Traynor	250-932-9324	ken.traynor@gmail.com
Lyndon Keeping	250 932-9930	lykeeping@gmail.com

Retail Sales/ and Hospitality:

Rosemary Danaher	250 749-0251	rdanaher@shaw.ca
Lois Atchison	250 749-3055	None

Stream Signage:

Rob Sommers	250 932-5353	roma.somers@shaw.ca
George deLure	250 745-6675	georgede@shaw.ca
Lyle Kuchmak	778 965-8467	questinfo57@gmail.com

Water Traffic:

Diana Gunderson	250 749-3335	dianamarie@shaw.ca
Rosemary Danaher		

Water Monitoring:

George deLure	250 745-6675	georgede@shaw.ca
Bee Greenway	250 715-5484	beeumz@hotmail.com
Rob Somers	250 932-5353	roma.somers@shaw.ca
Katharine Staiger		

APPENDIX 4: Letter of recommendation



PO Box 907
Lake Cowichan, B.C.
VOR 2G0

Letter of Support for Alexandra Werk (June 10, 2018)

Re: Pacific Salmon Foundation Bursary Application

To Whom it May Concern:

As a member of the Board of the Cowichan Lake and River Stewardship Society (CLRSS), I am pleased to have this opportunity to express support for Alexandra Werk as she applies for the Stewardship Community Bursary.

I have known Alex since 2014 when she was selected to the CLRSS Cowichan Shoreline Stewardship Project (CSSP) summer student riparian restoration team. She has been a member of the team for three years, and we look forward to her participation again this summer as she is reliable, dedicated and hard-working.

A very important aspect of the CSSP is riparian education. As well as learning planting methods and completing the hard work involved in replanting shorelines, the team learns to identify native plants and understand their value to fish habitat, to identify invasive species and apply appropriate methods for removal, and the team is encouraged to share this knowledge. Alex excels in this aspect of the program. She gives extra time to learning, and she enthusiastically shares this knowledge with her peers and while volunteering with students and teachers at Lake Cowichan School.

I met Alex when she volunteered on our restoration project in Saywell Park on the shore of Cowichan Lake. We spent two hours on a Friday, after school, working side-by-side cutting Himalayan Blackberries until she had to go to her part time job. She was very enthusiastic about what we were accomplishing and was looking forward to working with our student team. Even then she understood that we were cutting the vines to protect the rich fish-bearing shoreline. And it was here that I learned that, for the most part, Alex supported herself, financially, through afterschool and weekend jobs, and she continues to do this.

Alexandra is a worthy and deserving candidate for the Pacific Salmon Foundation Stewardship Community Bursary. She has contributed to the benefit of salmonid habitat through her work with the CSSP and her volunteer efforts, and Alex will be participating in the Horticulture Program at Vancouver Island University. This bursary would greatly assist Alex as she works toward a career that will benefit Pacific Salmon.

Thank you for this opportunity to support Alexandra Werk.

Diana Gunderson
(CLRSS Board Member)