

## Minutes of the CLRSS Board Meeting Monday, June 3<sup>rd</sup>, 2019

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

**In attendance:** Board members: Jean Atkinson, Judy Brayden, Christine Brophy, Chantelle Carden, Rosemary Danaher, Diana Gunderson, Lyndon Keeping, Parker Jefferson and Ken Traynor. CLRSS Members: Lois Atchison, Karen and Jim Deck, Katharine Staiger and Guests: Ian Morrison, Tom Rutherford and Joy Wade.

**Absent with regrets:** Rick Bryan, Rodger Hunter, Lyle Kuchmak, Mike Patrick, Peter Noble, Joe Saysell, Leroy Van Wieren and Bee Greenway

**Note:** 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.

**NOTE Appendix 2 below: The informational items from the Executive meeting will be reported as an appendix - for information only.**

<b>Agenda: 6:31</b> <b>RMS Diana Gunderson/Rosemary Danaher that the agenda be adopted as printed/amended. CARRIED</b>	<b>Action: What? By Whom? By When?</b>
<p><b>Introductions of members with reminder about our meeting conduct guideline.</b> Using the Fourfold Way we:</p> <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>	
Ken Traynor began the meeting with a brief review of the water levels, fry rescue and media coverage.	
<p><b>Minutes of the previous meeting:</b> <b>RMS Judy Brayden/Rosemary Danaher that the minutes of the May 6<sup>th</sup>, 2019 CLRSS Board meeting be accepted as printed. CARRIED</b></p>	
<p><b>Guest Presentation by:</b> Joy Wade presented an update about the 2018 lamprey project. She has completed: aerial spawning survey – preliminary study; lake height and critical habitat report; citizen science (which caught no lamprey); a proxy species suitability survey; a snowpack model to calculate water depth; the spawning survey this year cancelled as there is not enough water; EDNA samples examine water for lamprey DNA. Joy has received funding from the Habitat Stewardship Program for preparation of comprehensive signage about the lamprey habitat for Lake Cowichan. She is currently making a booklet about lamprey for distribution throughout the community. She may ask for our assistance with the permit process from the town and ideas about where to post the signs. The Ucluelet Museum is preparing a display about lesser-known species and this will include Cowichan Lamprey. She reported that the critical habitat is the entire lake and its tributaries (1000 m from convergence with the lake). She is very concerned about the repeated stress on the species presented by low water levels.</p>	<i>Add agenda item about critical habitat – each week</i>
<b>Business Arising from the Minutes and Old Business:</b>	

<p><b>1. Draft CLRSS Protocol for Dealing with Citizen Complaints about Riparian Regulation Violations</b> - Judy Brayden (See Appendix 1 below)  <b>Diana Gunderson/Rosemary Danaher that we support this model in principal. CARRIED</b>          Judy Brayden will continue preparing Draft 2.</p> <p><b>2. Tubing Issues on the river:</b> The CLRSS Executive Committee is recommended that the 2019 executive approach this issue in two phases. Phase one would seek initial conversations with representatives of Parks BC, the Town of lake Cowichan, the CVRD, and the local tube rental companies with the goal of raising awareness about the obvious concerns that arise as a result of increased tuber activity. A second phase could involve a coordinated action; perhaps an educational program prepared and delivered in conjunction with stakeholders. The main thrust of the work of CLRSS will remain in the realm of public education and awareness.</p> <p><b>RMS Rosemary Danaher/Judy Brayden that we proceed with this plan for the 2019/20 year. CARRIED</b></p> <p><b>3. FYI: watershed Day, August 18<sup>th</sup> update</b> – Tom Rutherford and Judy Brayden. Laurie Johnson has reported that on Sunday, August 18, while we are hosting the RCU:</p> <ul style="list-style-type: none"> <li>• 9:00 Vendors to set up on Saywell Park grounds (will be confirming next week about Paper Excellence having a booth to showcase awareness regarding the Weir) and if they will be doing tours.</li> <li>• 10:00 Logger competition with prizes exceeding 5000.00 - This competition is quite big!</li> <li>• 12:00 Children’s entertainer will be doing a guided fairy forest tour for all ages.</li> <li>• 1:00 Music starting and we are hoping to have everything ended by 5:00 pm.</li> </ul> <p><b>4. Strategic Planning:</b>  <b>RMS: Diana Gunderson/Chantelle Carden that the Strategic Planning session be held on Sunday, September 8, 2019 from 11:00 – 4:00, followed by a team supper and party. Attendance at the entire day’s events would be beneficial to the process. The goal of the day will be to identify several “large picture” visions that can be debated and prioritized at a later session. CARRIED</b>          Ian Morrison reported that CLRSS will receive \$750 from the CVRD Area F Director’s Fund to help defray the costs of facilitation for the upcoming re-visioning exercise.</p> <p><b>5. Lake Days parade:</b> Judy Brayden gave a brief update and will send out more information later this week.</p>	
<p><b>Cowichan Watershed Board report:</b> Tom Rutherford, CWB Executive Director, reported on the following <b>1.</b> Current water situation – the flow will be dropped by 1 cubic meter per sec/day to 4.5 by June 11. Zero storage will likely occur around mid-August, at which time Paper Excellence is within the law to pump water over the weir for 49 days (to maintain ¾ cubic metre/second flow); it is unlikely that they will stop pumping once they begin until the rains come in the fall. <b>2.</b> Cowichan Tribes Chief and Council are hosting the Minister of Indigenous Relations and Reconciliation, Minister Scott Fraser, on June 13<sup>th</sup> <b>3.</b> The request for funding for the feasibility and design phase of weir reconstruction has been submitted; Tom expects to hear back very soon. <b>4.</b> The Koksilah working group will pilot some tools from the Water Sustainability Act (land use, water use, residential development agriculture etc.) <b>5.</b> Communications over the summer: “Weir Ready” is an opportunity to get the word out and to inform citizens about the necessity of water management. The key messages and activities: specific website with simple info on the water situation; use of the facebook page; production of a “door knocker”,</p>	

<p>to be distributed throughout the region. The ask is twofold: read the door hanger and pass it on – spread the word; they will provide precise, factual information; creation of a salmon mascot suit (constructed in collaboration with Cowichan artist); lapel buttons prepared and distributed; a series of articles will be submitted to the local news media; CLRSS landowner visits may resume in the form of marking the water levels on stakes for interested homeowners.</p> <p>Apex sign – does anyone have one?</p> <p>The newest CWB member is Christine Sandhu.</p> <p>Diana Gunderson raised the issue of boating on a lake that is at a historically low level: Does the RCMP need to be asked to enforce more stringently when the water levels are so low?</p> <p>CWB co-chairs have written to the DFO asking that the fishery be closed; In the past, Cowichan tribe members have voluntarily stopped using the river.</p>	
<p><b>CLRSS Report from the Area Directors:</b> CVRD Board Chair and Area F Regional Director, Ian Morrison reported on the recent Federation of Canadian Municipalities convention. A revised gas tax is being rolled out; the CVRD has issued press releases on the dire situation in the lake/river; routine groundwater monitoring by CVRD has shown that ground water levels are the lowest since they have been keeping records; letters have been sent out to identify risk areas within the CVRD.</p>	
<p><b>Executive: See informational items Appendix 2 below.</b></p> <p>Board Building report – Ken Traynor reported that Rick Bryan has agreed to stand as a member-at-large. Judy Brayden is stepping down as secretary and will stand as a member-at-large instead. She and Ken are seeking interested replacements.</p> <p><b>Communication:</b> Chantelle Carden reported that we have 18,000 facebook viewers. Members are reminded to send pictures of activities to Chantelle.</p> <p><b>Education:</b> Diana Gunderson reported that the LCS Awards Night is 7:00 p.m., Thursday, June 6<sup>th</sup>. Caroline Thom will be attending in order to present the Gerald Thom Environmental Studies Bursary to the worthy recipient.</p> <p><b>Landowner Education:</b> The CSSP/Riparian informational video contract has been signed, with Pavel Novy, of Courtenay and filming will commence in the first week of July, once Christine Brophy has established her work schedule for that week. We are seeking a moderator for the video.</p> <p>Ken Traynor reported on the Staking of Water Levels project. This project could easily be part of the “Weir Ready” summer campaign. The process will be tested this week and a procedure will be defined.</p>	
<p><b>Treasurer’s Report:</b> In the absence of Leroy Van Wieren, Ken Traynor reported (See attachment 4 below).</p> <p><b>RMS: Ken Trayner/Parker Jefferson that the Treasurer’s Report be adopted as presented.</b> <b>CARRIED</b></p>	

<p><b>CSSP:</b> Christine Brophy reported that there are twelve, confirmed sites slated for restoration this year (nine new properties – mix of residential/parks/lake and river). Two new students have been added to the five-member work team. Christine reported that the May 22<sup>nd</sup> planting day with LCS volunteers was a success as was the May 31<sup>st</sup> site tour.</p>	
<p><b>Fundraising Report:</b> Judy Brayden reviewed the Garden Tour fundraiser (see Appendix 3 below). Seven local artisans including a poet and a photographer, will be in attendance and noted naturalist, Genevieve Singleton has agreed to be onsite to answer questions as well.</p>	
<p><b>Retail Sales Report:</b> Rosemary Danaher reported that monthly sales were \$85 making a profit for CLRSS of \$24.69. In April CLRSS gifted a bucket hat and a baseball cap to two LCS students who correctly answered riparian/environmental questions at the Health Fair. That wholesale cost to us was \$28.64.</p>	
<p><b>Social Report:</b> Rosemary Danaher - NIL report</p>	
<p><b>Membership Report:</b> Ken Traynor reported that the CLRSS Executive Committee is recommending that no increase in the annual fee for CLRSS membership be contemplated at this time. The CLRSS Executive Committee is also recommending that no change be made to the dates of the membership year at this time. No motions are required.</p> <p><b>RMS Lyndon Keeping/Judy Brayden that the pro-rated fee model be abandoned, and in its place the regular fee of \$16.00 be levied throughout the entire membership year. This would commence on April 1, 2020. CARRIED</b></p>	
<p><b>River Clean-Up:</b> Judy Brayden and Diana Gunderson reported briefly on the April 30<sup>th</sup> committee meeting. Everything is rolling out as planned.</p>	
<p><b>Strategic Plan Committee Reports - Due to length of meeting agenda, NIL reports may be recorded.</b></p> <p><b>A. Regional Meetings:</b></p> <p>i.) Stewardship Roundtable - Parker Jefferson reported that chinook conservation was discussed at the recent meeting, as was the “Bring Back the Bluebirds” campaign.</p> <p><b>B. Land Stewardship:</b></p> <p>i.) CSSP – See above. It was agreed that the CSSP should be placed earlier in the report section of the agenda, in respect to the project manager.</p> <p><b>C. Water Stewardship:</b></p> <p>i.) Water monitoring - Bee Greenway - NIL report</p> <p>ii.) Stream signage - NIL report</p> <p><b>RMS Judy Brayden/Chantelle Carden that the above reports be adopted as presented. CARRIED</b></p>	<p><i>Judy Brayden will alter the agenda order so that the CSSP report can be earlier in the agenda.</i></p>
<p><b>New Business:</b></p> <p><b>1. RMS: Diana Gunderson/Lyndon Keeping that a per trip stipend of \$10.00 be granted to those members whose boat is used for the water monitoring program. A system of invoices will be devised for member’s use. CARRIED.</b></p>	
<p><b>Adjournment at 8:57 p.m.</b></p>	

**Important dates:**

June 15 <sup>th</sup>	Garden Tour fundraiser - 11:00 – 3:00 – 5658 Riverbottom Road West
June 23 <sup>rd</sup>	CLRSS Annual General Meeting 10:00 – 1:00 Multipurpose Room at the Arena
June 25 <sup>th</sup>	<b>RCU Steering Committee Meeting at Country Grocer Meeting Room - 6:30 p.m.</b>
July 7 <sup>th</sup>	The CLRSS Summer Bar B Q at the home of Maureen and John Qusted (12:00 noon to 4:00 p.m.)
July 8 <sup>th</sup>	Regular CLRSS Board Meeting – 6:30 Country Grocer meeting room – River's Day Report
August 6 <sup>th</sup>	<b>RCU Steering Committee Meeting at Country Grocer Meeting Room - 6:30 p.m.</b>
August 12 <sup>th</sup>	Regular CLRSS Board Meeting – 6:30 Country Grocer meeting room
August 17 <sup>th</sup>	12:00-12:30 CLRSS to showcase the Gerald Thom Memorial Native Plant Garden in Saywell Park as part of the 75 <sup>th</sup> Anniversary Celebration for the Town of Lake Cowichan – see Bee Greenway
August 18 <sup>th</sup>	<b>Annual River Clean-up and annual bottle drive fundraiser – see Di Gunderson</b>
September 8 <sup>th</sup>	Strategic planning from 11:00 – 4:00, followed by a team supper and party
September 9 <sup>th</sup>	Regular CLRSS Board Meeting – 6:30 Country Grocer meeting room
September 15 <sup>th</sup>	Wine Survivor Event, CLRSS fundraiser
September 28 <sup>th</sup>	Quw'ut'sun River Celebration

**Appendix 1: CLRSS Protocol for members who are approached by community members with environmental issues.** The draft of the 3" x 5" card that CLRSS members may use when approached by a community member about riparian or other environmental infractions. This is not formatted at this time and only represents the content that the card will contain.

**Side one:**

Dear CLRSS Member:

When you are contacted about a riparian regulation issue:

- Clarify your understanding of the situation.
- Confirm that CLRSS can only offer advice; *we are not a policing group.*
- Take the complainant's name, contact info and the location of the infraction.
- Confirm their understanding of the privacy statement

Ask them to call the RAPP line: **Report All Poachers and Polluters 1 877 952 RAPP**

*This begins the process and the appropriate jurisdiction and level of government will be informed of the concern.*

- Remind them that the more people who report an issue, the greater the response.
- Request a callback to let you know if & how the issue was resolved. From time to time a review of the progress will be discussed at the CLRSS regular board meetings.

## Side Two:

Other support:

- Town of Lake Cowichan: 250 749-6681
- CVRD local areas such as Area I or F: 250 746-2620
- Municipality of North Cowichan: 250 746-3266
- Department of Fisheries and Oceans Canada: 1 800 465-4336
- Provincial Ministry of Environment and Climate Change Strategy – Environmental Emergencies: 1 800 663-3456
- Environmental Violations and Dangerous Wildlife conflicts: 1 800 663-9453
- Boating infractions: RCMP 250 749-6668 or 1 888 855-6655
- Wildfire: 1 800 663-5555 or \*5555 from a cell phone

Permission and statement -

### Appendix 2: Informational Items from the Executive Meeting of May 27<sup>th</sup>, 2019.

1. Quw'ut'sun River Celebration, September 28<sup>th</sup>, 2019 decision on CLRSS sponsorship: Genevieve Singleton is presently contacting other sponsors and will apprise us of the situation asap.
2. CLRSS Delegation to the Parks Committee of the Town of Lake Cowichan, initially believed to be May 21, 2019, has been confirmed as June 18, 2019.
3. Streamlining CLRSS displays: Judy Brayden will devise an "event-specific" display table for the RCU and this will be evaluated and points that were learned thru that process will be passed along to the Communications Committee.

### Appendix 3: Upcoming Fundraiser June 15<sup>th</sup>

## CLRSS Upcoming Event

contact [judybrayden@shaw.ca](mailto:judybrayden@shaw.ca) 250 701-0570

Tickets \$5.00 at the door

a CLRSS fundraiser

**What ?**

- a one of a kind garden tour:  
*Using Native Plants in a Non-traditional Garden*
- tea and a wander thru a lush forest setting
- a chance to buy the work of local CVAC artisans

**When ?** Saturday, June 15th  
11:00 a.m. to 3:00 p.m.

**Where ?** 5658 W Riverbottom  
*close to Stoltz Pool Provincial Park*

**Why ?** to enjoy yourself while you learn more about native plants



for more info

Cowichan Lake and River Stewardship Society

contact [judybrayden@shaw.ca](mailto:judybrayden@shaw.ca)

#### Appendix 4: CLRSS Treasurer's Report for May, 2019

May 2019 Treasurer's Report			
	CASH in Bank	Cheques/Transfers	Available Cash
CLRSS General Account	10,186.13	0	10,186.13
to be deposited	0.00		
Salmon fry rescue funds			1,577.40
<b>Total Cash Available for CLRSS General Activities</b>			<b>\$8,608.73</b>
<b>Bursary Account Total</b>			<b>\$5,222.13</b>
<b>Comments:</b>			

CLRSS 2019/20 Financial Report Budget to Actual - 31/05/2019							
Revenue				Expenditures			
CODE	Category	Budget	Actual	CODE	Category	Budget	Actual
Total	Revenue	8500	1,241.38	Total	Expenditures	8,500.00	1,213.62
4100	Memberships	1300	1,054.00	5270	Signs	300	0
4110	Donations	2000	145.60	5610	Accounting	100	0
4200	Sales	590	40.00	5615	Public Information	1500	0
4460	Fundraising	4600	0.00	5625	BCLSS	50	0
	Interest	10	1.78	5630	Society Fees	125	0
				5640	Printing Costs	400	44.89
				5650	Purchase for Sales	400	0
				5685	Insurance	300	0
				5690	Bank Charges	25	3.15
				5700	Office Expenses	300	0
				5730	Courses & Mtgs	0	0
				5735	CSSP Activities	500	1000
				5736	River CU	1000	165.58
				5737	Fundraising Expenses	100	0
				5740	Misc. other	300	0
				5900	Scholarship Fund	800	0.00
				6000	Fry Rescue	300	0
					GT Memorial Garden	500	0
					Website Update	1000	0
					Strategic Plan	500	0