

**Minutes of the CLRSS Board Meeting**  
**Monday, March 2<sup>nd</sup>, 2020**  
**6:30 Lake Cowichan Country Grocer Meeting Room**

**In attendance: Board members:** Judy Brayden, Rick Bryan, Chantelle Carden, Diana Gunderson, Parker Jefferson, Lyndon Keeping, Mike Patrick and Ken Traynor. **CLRSS Members:** Katharine Staiger **Guests:** CWB Executive Director, Tom Rutherford, CVRD Area F Director, Ian Morrison. **Absent with Regrets:** Rosemary Danaher, Bee Greenway, Peter Noble, Karen Deck, Jim Deck, Rodger Hunter, Maureen Quested and Lake Cowichan Mayor, Rod Peters,

**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.*

Item	Action: What? By Whom? When?
We acknowledge that we are meeting on the traditional territories used by the Cowichan, Lake Cowichan and Ditidaht First Nations for centuries. We hope that our work together here today will make a positive contribution to our shared future in this valley.	
<p><b>Introductions of members with reminder about our meeting conduct guideline.</b></p> <p>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>	
<b>Motion to accept the agenda as amended.</b>	<b>Moved and seconded by: Lyndon Keeping/Diana Gunderson CARRIED</b>
<b>Motion to accept minutes of the February 3<sup>rd</sup>, 2020 meeting.</b>	<b>Moved and seconded by: Judy Brayden/Lyndon Keeping CARRIED</b>
<p><b>2019/20 Re-visioning Update:</b></p> <ol style="list-style-type: none"> <li>1. <b>Organizational Excellence</b> – See Appendix 1 below.</li> <li>2. <b>Strategic direction – Increase Youth Engagement</b> – Using the document prepared by Jean Atkinson and Rick Bryan, members conducted a circle discussion.</li> </ol>	<ol style="list-style-type: none"> <li>1. <b>RMS Judy Brayden/Chantelle Carden that Appendix One be accepted with changes noted in blue below. CARRIED</b></li> <li>2. The group prioritized the direction as “collaboration with other entities” in an effort to increase youth membership. Tools suggested and supported possible are re-visiting the Lake Studies program with LCS staff so we are aware of the program as it now appears and possibly establishing a youth forum. As a first step, Jean Atkinson agreed to</li> </ol>

<p><b>3. Leads conversations/update and written reports:</b></p> <ul style="list-style-type: none"> <li>a. Lyndon Keeping (RCU) – NIL report</li> <li>b. Parker Jefferson (Fry Rescue)</li> <li>c. Bee Greenway (Lake Monitoring) – NIL report</li>   <li>d. Ken Traynor (Shoreline Owner Education &amp; Promoting Riparian Restoration)</li>   <li>e. Diana Gunderson (Gerald Thom Environmental Studies Bursary)</li>   <li>f. Lois Atchison (Gerald Thom Memorial Native Plant Garden)</li> </ul>	<p>compile a list of those societies and other entities with whom we could potentially collaborate. She will report back to the meeting.</p> <p>We agreed that we can measure success by the increase in youth memberships. We also reiterated that no person under 18 years of age can assume a role on a society board of directors. Other “guest” and honorary involvement on boards is appropriate for youth younger than 18 years of age.</p> <p>While we do not have a Youth Engagement Lead, Chantelle Carden, Judy Brayden, Rick Bryan, Jean Atkinson and Diana Gunderson agreed to help as needed. Diana and Jean both agreed to conduct a CLRSS contribution to the LCS Health Fair again this year.</p> <p><b>3b.</b> The high-water event February 2nd caused some problems in the mid-river area. The early February high water moved some fry into the back channels in Stoltz Park and the rapid drop from 275 CMS down to 50 CMS stranded these fish. About 150 fry have been moved to date at this location and more are anticipated to hatch in the coming weeks. The river formed a new channel during the floods in the Lower Washout area and there are drying pools in the new oxbow section that used to be the main part of the river. Fifty fry have been moved to date, there are not expected to be many more as this section was already very low before the floods and few salmon spawned there. Some of the pools are too large or extract fry. Monitoring will continue in both these areas. NOTE: While there were few eggs in that area and not a lot of fish return is expected there, CLRSS did receive a considerable amount of positive publicity from the effort.</p> <p><b>3d.</b> The BCCF coming up on its year end and may be sponsoring one March planting activity; BCCF planning to proceed with riparian work for 2020; CLRSS should develop shoreline owners contact list by April 1; We have contact list and we need to go back and ask if those who initially showed interest and who may now ready to engage in the program. Ken Traynor will undertake this process with the assistance of those who have updated lists; Ken plans to work on developing a map of undeveloped shoreline areas and to Comment on CVRD Survey for OCP review re protecting undeveloped shoreline on Lake Cowichan.</p> <p><b>3e.</b> We have already agreed that this format is well established, and that Di will remain the contact with the school for the Gerald Thom Environmental Studies Bursary.</p>
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<p><b>g.</b> Judy Brayden (Monthly meetings) See Revisioning# 1.</p> <p><b>h.</b> Ken Traynor and Chantelle Carden (regular newsletters)</p>	<p><b>3f.</b> Lois Atchison reported that a spring clean-up is scheduled for late April, 2020. We hope to prune and clip plants that have incurred winter damage or outgrown their space. We would like to involve LCS students as well as some residents/members, who have the time and interest.</p> <p>Lois will contact 2019 Committee Chair, Bee Greenway to apprise her of this initiative. Judy Brayden will apprise the Board and attendees as to the status of the existing committee structures. A more "ad hoc" and flexible model of involvement will likely evolve as CLRSS progresses the fulfillment of the re-visioning process.</p> <p><b>3g.</b> Judy Brayden reported that she will circulate a one-page Chairing of Meetings Primer to the entire Board. Judy Brayden, Diana Gunderson, Lyndon Keeping and Ken Traynor volunteered to participate in the rotating chair program.</p> <p><b>3h.</b> Chantelle Carden and Ken Traynor will distribute a monthly newsletter using Mail Chimp on the first Friday of each month, beginning, Friday, March 6, 2020.</p>
<p><b>Break 10 minutes</b></p>	
<p><b>Year end March 31, 2020 Treasurer's written report:</b></p>	<p>Lyndon Keeping expected April 2020</p>
<p><b>Correspondence:</b></p>	<p>See Appendix 2 below</p>
<p><b>Business Arising from the Minutes and Written Reports</b></p> <p><b>1. Oliver Park a project of the Salmonid Society, BCCF and TLC Fire Department:</b> Diana Gunderson</p> <p><b>2. CSSP:</b> Diana Gunderson, Jean Atkinson, Ken Traynor</p> <p><b>3. Landowner Education:</b> Real Estate program update</p> <p><b>4. AGM date:</b> Sunday, June 28<sup>th</sup>, 2020.</p> <p><b>5. Other committee reports as needed:</b></p> <p><b>6. Parker Jefferson:</b> "Rewatering" the river question from Diane Ramage of the Pacific Salmon</p>	<p><b>1.</b> See Appendix 3</p> <p><b>2.</b> Covered above</p> <p><b>3.</b> Monday, March 2, 2020 Jean Atkinson, Judy Brayden and Katharine Staiger attended the Rotary Club of Duncan meeting to present the CSSP Riparian Video. It was well received but virtually all questions were about the weir. Jean was able to answer them handily. The other questions revolved around enforcement or the RAR bylaw. One person was angry and tossed our RAPP reporting card on the table when given it by Katharine. It was a good learning experience for CLRSS, as we had not anticipated that many weir related questions.</p> <p><b>4.</b> Ken Traynor will confirm the availability of the Sports Complex Curling Lounge asap.</p> <p><b>5.</b> None</p>

<p>Foundation (PSF): "Are you working with DFO and others to rewater the abandon reach of the river? PSF is here to help."</p>	<p>6. Parker Jefferson wrote: Hello Dianne: It would not be practical or even possible to redirect the river. There was a small loss of habitat but it should not have a big impact on fish stocks.</p>
<p><b>Stewardship Reports:</b>  <b>1. Cowichan Watershed Board:</b> Tom Rutherford with PowerPoint  <b>2. Cowichan Stewardship Roundtable:</b> Parker Jefferson;  <b>3. Other reports as needed – see NOTE</b></p>	<p>1. See attached.</p> <p>2. Danielle Canadian from the Freshwater Watershed Alliance was a recent guest; a new BC Provincial park will be established in Eagle Heights; some considerable damage was done to the Cowichan Trail during the recent high water event; Holt Creek bridge was washed away; the river straightened, dramatically eliminating an oxbow.</p> <p>3. NOTE: Developing after the March 2 meeting: Mike Patrick was approached by Chris Morley about an oil slick on the upper river, near Greendale Trestle. Thanks to diligence and follow-up from both of them, Chris wrote on March 4<sup>th</sup>: "I'll check again today a few more times and will update you if necessary. Based on Mike's discussion with Mayor Peters yesterday, it seems that the protocol for future incidents like this would be to call the RAPP line to report it to the province and, more importantly, to report it to the town public works department, which would then get the fire department involved to implement mitigation at the pollution source."</p>
<p><b>Motion to Adjourn at 8:40 p.m.</b></p>	<p><b>Moved by: Diana Gunderson</b></p>
<p><b>Important Upcoming Dates:</b>  <b>Future Regular Meeting Dates:</b>  <b>Monday, March 2<sup>nd</sup>, Monday, April 6<sup>th</sup>, Monday, May 4<sup>th</sup>, Monday, June 1<sup>st</sup></b>  <b>Annual River Clean-up: Sunday, August 16<sup>th</sup></b>  <b>CLRSS AGM: Sunday, June 28<sup>th</sup>, 2020</b></p>	

## Appendix 1: 2020 Revisioning - Organizational Excellence Improvement Plan 2020/21

**How we can improve access, information sharing, contact and engagement between the Board and the general membership, volunteers and/or the larger community:**

### **CLRSS can do this by:**

- expanding the frequency of member email contacts and public education sessions;
- being more visible and active in the community and its events and using both social and traditional media to a greater degree;
- fostering active partnerships with valley-based organizations especially in pursuing increased youth engagement;
- reinvigorating our working relationship with LCS;
- expanding opportunities for member participation in activities.

**How we can improve, streamline, shorten and invigorate monthly meetings, so that new people are able to be involved on a meaningful level:**

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**We can improve meetings by:**

- having co-chairs or a rotating chair - the president does not have to chair all the meetings;
- dividing the agenda into two parts: business items and items pertaining to education and our strategic plan;
- [Introducing a break part-way through the meeting; attendees are encouraged to bring their own snack for the break should they wish to.](#)
- conducting most discussion through the chair, entertaining primarily questions and recommendations, but, from time to time, when an item or issue merits further discussion, doing a circle around the table, giving every member an opportunity to comment;
- [using e-mail for discussion either before or after a particular meeting, when necessary;](#)
- acknowledging new attendees and including them in the discussion by explaining acronyms and briefly describing projects.

**We can expedite meetings by:**

- sometimes having a previous executive meeting that will bring forward recommendations to the board meeting;
- having the treasurer's report bimonthly;
- requiring written reports with the expectation that these will be read and considered by all members before the meeting;

**We can invigorate meetings by:**

- having a speaker – they could be a potential speaker for our “speakers’ series” or someone who has spoken to another group (one of our partners);
- occasionally organizing discussion meetings over a beer and burger to which the community would be invited.

**Appendix 2 - Letter of support for Cowichan lake Salmonid Enhancement Society funding request**



February 12, 2020

PO Box 907

Lake Cowichan, B.C. V0R 2G0

To Whom It May Concern,

Please accept this letter of support for the Cowichan Lake Salmonid Enhancement Society funding request to support fry rescue training work. The Cowichan Lake and River Stewardship Society (CLRSS) supports the Cowichan Lake Salmonid Enhancement Society (CLSES) in their work with Lake Cowichan School, training their outdoor education class for fry salvage in May and June. The same class will be involved in the upcoming Friendship Forest Project stream restoration work we are all collaborating on. This work aligns very well with CLRSS strategies that include fry salvage, invasive plant removal, riparian restoration and engaging youth. PSF funding will enable CLSES to equip and transport students, and will ensure the success of this very worthwhile initiative. CLRSS supports this funding application. We feel this project can make an effective addition to our collective effort in the valley to address these serious watershed challenges and help build up our region’s resilience to climate change impacts.

Sincerely,



Ken Traynor President  
Cowichan Lake & River  
Stewardship Society

### **Appendix 3 - Friendship Forest (Oliver Creek) Project (LCVFD) Feb 13<sup>th</sup>, 2020**

Jean Atkinson and Diana Gunderson attended with Sierra Harvey (Conservation and Protection of Cowichan Fresh Water for Climate Resilience).

Groups represented: CLSES (Bob Crandall), Steve Vatcher (LCVFD), SD 79 (Munro Grobe), Palsson School (Fiona Somerville), LCSS (Shannon Steininger), Trailblazers, and others.

**Theme: Moving ahead despite funding obstacles.**

**Progress:**

- Creek and side channels cleared
- Danger trees felled
- Planting done in October and will be worked on by students in the Spring
- Classroom education in April followed by on-site work in the park

**Networking** (the highlight of this meeting!):

- Funding possibilities
- Ideas for working and learning together
- Collaborating on common goals

**Note:** Also, Steve Vatcher looked into outside use of their meeting room, and after discussion with the Fire Chief, it was decided that they do not want to open the door to use by local organizations. They believe that there are a lot of groups and organizations that would be on the doorstep, and one of the biggest problems would be parking and interference with emergency vehicles.