

## CLRSS Board Minutes

**Date: July 8, 2024**

**Time: 6:30 p.m.**

**Location: Country Grocer Meeting Room**



Chair: Judy Brayden

Recording Secretary: Dianne Flood

Board Members Present: Jean Atkinson, Di Gunderson, Jacqueline Sherk, Christoph Steeger, Jay White

CLRSS Members: Mike Patrick, Jim Deck, Don Prescott, Beverly Nimmo, Joe Saysell,

Other guests: Ian Morrison, CVRD Director of Area F

Regrets: Dave DePape, Rodger Hunter, Cam McCauley, Maureen Quested, Kristine Sandhu, Jill Thompson, Genevieve Singleton, ~~Elodie Roger, Ava Smith~~ **Elodie is out of the country**

The volunteer hours were collected from all those members in attendance. For those not in attendance, please send in your volunteer hours to Dianne Flood.

**Land Acknowledgement:** We acknowledge that this meeting takes place on the unceded territories of the Quw'utsun, Pauquachin, Ts'uubaa-asatx, Malahat, Halalt, Penelakut, Stz'uminus, Lyackson, Ditidaht, and Pacheedaht Peoples who have stewarded this land for time immemorial. We hope our work here today will make a positive contribution to our shared future in the Cowichan Valley.

### Meeting Protocol: Fourfold Way:

- 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.
- Expect people to speak without blame.

**Introductions:** A quick round of introductions of all attendees was made.

### Agenda Items:

- 1.) Adoption of the meeting agenda as distributed:
  - Moved: Christoph Steeger
  - Seconded: Di Gunderson
  - CARRIED.
- 2.) Acceptance of the minutes of the previous meeting as distributed
  - Moved: Dianne Flood
  - Seconded: Di Gunderson
  - CARRIED.

### 3.) Presentations from invited guests:

CVRD Director Ian Morrison reported on his recent attendance at the Federation of Canadian Municipalities Convention in Calgary, including the theme of the development of a new fiscal relationship between the federal government and local governments, with the federal money going directly to the local governments and being committed over the longer-term (as opposed to one-off funding) and tied to “growth” but that what “growth” meant, and the factors that might be considered, was not exactly made clear. He also noted the efforts to ensure that references to “local governments” included regional districts are still ongoing. Ian also commented on his recent visit to Lily Beach in Honeymoon Bay and the welcome high water levels on the lake. He was unable to give any further update on the reported riparian infraction in the Honeymoon Bay area.

### 4.) Acceptance of the Treasurer’s Report

Moved: Christoph Steeger  
 Seconded: Jaqueline Sherk  
 CARRIED.

### 5.) Acceptance of committee reports

- a. Executive Committee – as identified in the Executive Report, and after discussion, the following motions were made:

MOTION: That the regular meetings of the Board, on a trial basis, be held at 6:30 p.m. on the first Thursday of the month, starting in August, 2024 with in-person meetings being held at the Country Grocer boardroom until and including October, 2024 and from November, 2024 to March, 2025 being held by Zoom, and that this change of date be evaluated at or after the March, 2025 Board meeting.

Moved: Jean Atkinson  
 Seconded: Di Gunderson  
 CARRIED  
 Abstained: Christoph Steeger

MOTION: That the CLRSS obtain a Zoom or Microsoft Teams subscription at the cost of approximately \$240.00 annually.

Moved: Jay White  
 Seconded: Christoph Steeger  
 Discussion: Jay volunteered to assist Cam in obtaining and administering the account as may be required.  
 CARRIED

MOTION: That the CLRSS purchase a projector and screen for not more than \$500, for use at Board meetings and for out-reach activities.

Moved: Christoph Steeger

Seconded: Jay White

CARRIED

And a big thank you to Jay who volunteered to research the options and facilitate the purchase of the projector and screen and also to donate a used lap top computer to use in conjunction with the projector and screen.

MOTION: To bring an issue, initiative or other matter before the Board at a regularly scheduled Board meeting, the person proposing the issue, initiative or other matter, be it a Board, CLRSS member or any other person, should first provide to the Executive at least 12 days prior to the Board meeting a one-pager outlining:

- the issue or initiative,
- the proposed action(s) and timelines, and
- any financial and resource implications including human resources and organizational capacity.

If a matter is urgent and could not have been identified and brought forward to the Executive in advance of the meeting, the Board may by unanimous vote agree to dispensing with this requirement.

Moved: Dianne Flood

Seconded: Jean Atkinson

Discussion: Judy and Dianne explained and affirmed the intent is not for the Executive to act as a gatekeeper and restrict matters coming before the Board. Rather the intent is to make Board meetings more efficient, so that when a matter is brought before the Board the necessary preliminary work (as required by the one-pager outline) has been done. Also, by requiring that information in advance, it can be circulated to Board members prior to the meeting with the agenda, so Board members can come to the meeting informed and prepared to consider and discuss the matter.

CARRIED

Abstained: Di Gunderson

Other matters: Judy advised that in her emails to Board members she would be using a numbered "code" in the subject matter line to indicate the level of importance:

#1 – Urgent, please respond ASAP

#2 – A response is required, and the kind of response and timeline for that response will be set out in the opening line of the email

#3 – For information only, no response required

b. Celebrating Water *Weir Connected* Festival Committee

Mike Patrick reported on behalf of Maureen Quested that all preparations were coming together, with the exception of finding somewhere local that could make a cake for 100 people. (This was subsequently resolved). However, to date the emails asking for volunteers had only produced four responses. Additional help, especially with set up and take down would be needed.

c. Riparian Committee *Weir Connected* Exhibit

Jean Atkinson reported that the survey would have only five questions.

d. Project 84,000

Judy Brayden reported that the project was exceeding expectations with already 60,000 “fish”. Discussions are underway how best to display it in the Cowichan Valley Arts Council Gallery show in September and October 2024.

e. Gerald Thom Memorial Native Plant Garden

Jean Atkinson noted that the Garden needed a clean up before the Water Festival and Jacqueline Sherk offered to assist her in getting some volunteers to do that.

Jean also suggested that it might be better to have two co-coordinators for this Committee as she is primarily interested in the riparian aspects and issues and is not a gardener, so it would be great to have a co-coordinator who is a gardener.

f. Invasive Species Committee

Jay White spoke to the proposal that the CLRSS pledge to the *Clean, Drain, Dry* program, as set out in the Committee’s report and which primarily is a commitment to post the program’s signs, which are free, at various locations on the lake which will be identified by the Committee.

MOTION: That the CLRSS become a partner in the “Clean, Drain, Dry Signage Partnership Program and the amount of up to \$1,000 be committed to and available to the Committee for the purchase of any sundry or other materials such as sign posts and/or stickers and/or brochures to support and promote the program.

Moved: Jay White

Seconded: Jacqueline Sherk

CARRIED

g. July 1<sup>st</sup> event in Lake Cowichan

Judy Brayden reported a successful CLRSS presence at the Canada Day event in the Town of Lake Cowichan.

## 6.) Business Arising or Referred from Previous Meetings

- a. Access to member contact information – draft protocol to be tested by the Signature Event Committee in July and will be considered at the next Executive Committee meeting. Agreed
- b. Petition to close fishing in the Upper Cowichan from Dec. 1 – April 1 and June 15 – Oct. 1 yearly – Status update: A draft has been written, however with your patience, it has been referred to the August Board meeting so that Vice President, Cam McCauley, will be in attendance. Agreed

## 7.) New Business

- a. River Day update: CSRT is expecting that CLRSS will be there to support the day with the usual table, the Project 84,000 and Oxford. Genevieve is considering a parade. The date is September 22<sup>nd</sup> and the location is Cowichan Tribes land **on** the lower river. The plan is still being worked on. A project lead is needed.

## 8.) Announcements

- a. CLRSS Strategic Planning session - Save the Day: August 23, 2024 at the home of Vice President, Cam McCauley. Details and suggestions for process can be discussed at the August Board meeting when Cam is available.
- b. CSRT's 21st Birthday Celebration at Stoltz Pool, Cowichan River Prov, on Tuesday, July 16, 9:30 -1.

## 9.) Adjournment at 8:30

## 2024/2025 Meeting Calendar – Executive Committee, Regular Board and Newsletter Schedule

Executive Meetings	Regular Board Meetings	6 week Newsletter Cycle – Deadline articles to Editor	Other
<b>Thursday, July 24</b> 2:30 at the Home of Judy Brayden.	<b>Thursday, August 1</b> 6:30 Country Grocer Meeting Room, Lake Cowichan	<b>Saturday, August 3</b>	<b>Sent out to members 1 week later</b>
<b>Monday, August 26</b> 10:00 via Zoom or at the Home of Judy Brayden. TBD monthly.	<b>Thursday, September 5</b> 6:30 Country Grocer Meeting Room, Lake Cowichan	<b>Saturday, September 7</b>	<b>Project 84,000 Mural Installation September 30 – October 19 at the CVAC Gallery, 2687 James St., Duncan</b>
		<b>Saturday, September 22</b>	<b>Annual River's Day event</b>
<b>Monday, September 23</b> 10:00 via Zoom or at the Home of Judy Brayden. TBD monthly.	<b>Thursday, October 3</b> 6:30 Country Grocer Meeting Room, Lake Cowichan	<b>Saturday, October 12</b>	

<b>Monday, October 28</b> 10:00 via Zoom or at the Home of Judy Brayden. TBD monthly.	<b>Thursday, November 7</b> Via Zoom	<b>Saturday, November 16</b>	
<b>Monday, November 25</b> 10:00 via Zoom	<b>Thursday, December 5</b> Via Zoom		<b>No newsletter in December unless of emergent nature</b>
<b>Monday, December 16</b> 10:00 via Zoom	<b>Thursday, January 2, 2025</b> Via Zoom	<b>Saturday, January 18</b>	<b>Changed of EC mtg. due to proximity of the seasonal holiday</b>
<b>Monday, January 27, 2025</b> 10:00 via Zoom	<b>Thursday, February 6</b> Via Zoom	<b>Saturday, February 22</b>	
<b>Monday, February 24</b> 10:00 via Zoom	<b>Thursday, March 6</b> Via Zoom	<b>Saturday, March 29</b>	<b>Year End March 31</b>
<b>Monday, March 24</b> 10:00 via Zoom	<b>Thursday, April 3</b> 6:30 Country Grocer Meeting Room, Lake Cowichan if weather permits		
<b><i>Tentative calendar for next fiscal year, should we decide to continue with this format</i></b>			
<i>Monday, April 14</i> <i>10:00 via Zoom</i>	<i>Thursday, May 1</i> <i>6:30 Country Grocer Meeting Room, Lake Cowichan</i>	<i>Saturday, May 3</i>	<i>Changed of EC mtg. due to proximity of the seasonal holiday</i> <i>Easter April 18 - 21</i>
			<i>Annual Wellness Fair at Lake Cowichan School</i> <i>Date TBD</i>
			<i>Annual Membership renewals as of April 1</i>
			<i>February/March - Planning for Annual Signature Event should be underway – date confirmed for July.</i>
<i>Monday, May 26</i> <i>10:00 via Zoom</i>	<i>Thursday, June 5</i> <i>6:30 Country Grocer Meeting Room, Lake Cowichan</i>	<i>Saturday, June 7</i>	

<i>Monday, June 23 10:00 via Zoom</i>	<i>Thursday, July 3 6:30 Country Grocer Meeting Room, Lake Cowichan</i>	<i>Saturday, July 12</i>	<i>Annual General Meeting – June 22?? Election of new Board of Directors. NOTE: Father’s Day - June 15</i>
			<i>Annual Signature Event - date TBD</i>
<i>Monday, July 28 10:00 via Zoom</i>	<i>Thursday, August 7 6:30 Country Grocer Meeting Room, Lake Cowichan</i>	<i>Saturday, August 16</i>	
<i>Monday, August 25 10:00 via Zoom</i>	<i>Thursday, September 4 6:30 Country Grocer Meeting Room, Lake Cowichan</i>	<i>Saturday, August 16</i>	