

CLRSS Board Draft Meeting Minutes - Monday, July 11th, 2022

Next meeting: Monday, August 8, 2022, 6:30 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/83002307700?pwd=ZHFFdTMwME9Sc1ZZenBla2Qzam55dz09>

Meeting ID: 830 0230 7700

Passcode: 508326

<p>Items: July rotating chair: With thanks, Jim Deck</p>	<p>Action: What? By Whom? When?</p> <p>Roster for the next 6 months:</p> <ul style="list-style-type: none"> • August – Dave DePape • September - Rick Bryan
<p>Adjust as Appropriate: In attendance - Board Members: Jean Atkinson, Rick Bryan, Rosemary Danaher, Jim Deck, and Maureen Qusted. Members: Judy Brayden, Mike Patrick, Joe Saysell and Ken Traynor. Guests: CVRD Area F Director, Ian Morrison and ToLC Councillor, Kristine Sandhu and Cowichan Watershed Board ED, Tom Rutherford. Absent with Regrets: Dave DePape, Diana Gunderson, Rodger Hunter, Beverly Nimmo and Don Prescott</p>	
<p>We acknowledged that we are meeting on the traditional territories of the Ts'uubaa-asatx, Ditidaht and Quw'utsun First Nations. We hope that our work together here today will make a positive contribution to our shared future in this valley.</p>	
<p>The Fourfold Way:</p> <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. 	
<p>FYI only Our Strategic Plan (See Appendix 1 below)</p>	
<p>Meet summer student, Jesse Paras</p>	<p>Jesse Paras, CSSP Fisheries Ambassador summer student, was introduced and she briefly explained the outreach work that she will be undertaking this summer. She expressed eagerness to work with CLRSS and to welcome volunteers. Jean Atkinson volunteered to assist with an upcoming, one-day, outreach event July 17th. Thanks, Jean.</p>
<p>Motion to accept the agenda.</p>	<p>Moved and seconded by Rick Bryan and Maureen Qusted CARRIED</p>
<p>Motion to accept minutes of June 6th, 2022.</p>	<p>Moved and seconded by Maureen Qusted and Jean Atkinson CARRIED</p>

<p>Treasurer's report: (See Appendix 2 below) Jim Deck</p> <p>2022-2023 CLRSS Draft Budget: (See Appendix 2a below)</p>	<p>Motion to accept the Treasurer's Report moved and seconded by Jim Deck and Rosemary Danaher – CARRIED</p> <p>Motion to adopt the 2022/23 CLRSS Budget as printed moved and seconded by Jim Deck and Rosemary Danaher – CARRIED</p>
<p>Guest remarks from CVRD Area F Director, Ian Morrison.</p>	<p>Ian highlighted the upcoming Honeymoon Bay 'Bay Days' events the weekend of July 16th. He also remarked on concerns, around the district, with challenges in our riparian areas. In Shawnigan Lake the problem has been where undeveloped road ends have been incorporated into individual properties and cleared. These types of transfers, without public disclosure, from public to private use, often followed by vegetation removal, are of concern. Ian undertook to gather research on the issue and report back to the August meeting with ideas for further actions and targets for a letter writing campaign to raise concerns about the issue before the upcoming fall UBCM meetings where the issue could be raised with appropriate government departments.</p>
<p>Guest Remarks from Cowichan Watershed Board Executive Director, Tom Rutherford.</p>	<p>Tom Rutherford reported that a new CWB ED was being hired as we spoke and that an obvious period of adjustment would be forthcoming. Tom himself will begin a well-deserved holiday shortly. Weir update: work continues on the licence holder portion with a 'joint works agreement' being drafted. Licence holders still to be named; Unfortunately, due to the global economic situation, the cost of the weir construction will likely involve a 20 – 25% increase; Koksilah work continues; Lower River clean-up date set for August 28, 2022.</p>
<p>Guest Remarks from Town of Lake Cowichan Councillor, Kristine Sandhu.</p>	<p>Kristine reported that work on the building of the new town hall continues; the bear issue in Lake Cowichan is of concern as residents who leave garbage unattended, are inadvertently encouraging bears to be in the town; Kristine assured CLRSS that the Town was prepared to support any of our efforts on River's Day (September 25th) and this was received with thanks; Rick Bryan's email about hazards in the river will be addressed by staff shortly. Joe Saysell's letter regarding the environmental sensitivity of land being developed adjacent to Stanley Creek has not been responded to date.</p>
<p>Past President's Report: Ken Traynor</p>	<p>As distributed (see Appendix 3 below)</p>
<p>Business Arising from the Minutes:</p> <p>1.) Identify Executive members of the Society: Further to Annual General Meeting of June 26, 2022, Judy Brayden and Ken Traynor have prepared a spreadsheet of the historic Board tasks, based on our experience over the last three years. (See Appendix 6 below)</p>	<p>1.) 2.) and 5.) Due to unavoidable absenteeism at this meeting item deferred to next meeting.</p>

<p>2.) Change signing authority (FYI See Appendix 4 below)</p> <p>3.) The Watershed Through the Lens of Art coffee table book</p> <p>4.) River's Day Update: Judy Brayden</p> <p>5.) Annual CLRSS Signature Event lead to be named</p>	<p>3.) Judy Brayden introduced the concept of seed money for the <i>Ribbon of River coffee table book fundraiser</i>, reporting that she has applied for \$500 from the Town of LC and for \$2500 from the CVRD, local area grant (Area F).</p> <p>Moved Jim Deck and seconded by Maureen Quested that CLRSS contribute \$1000 from the 'cash on hand' to this project. CARRIED</p> <p>Note: Further to this meeting a generous member has donated \$500. With thanks.</p> <p>4.) The shortened version of the River's Day plan was shared however subsequent to this meeting, the CWB has received a grant of \$36,540 from the Federal Government therefore the planning will be readdressed at the 4:30, July 19th Zoom meeting. Jim Deck and Judy Brayden will attend on behalf of CLRSS.</p>
<p>Leads conversation and updates ONLY as needed:</p> <p>a.) Gerald Thom Memorial Native Plant Garden</p> <p>b.) Social and Retail Sales</p> <p>c.) Membership</p> <p>d.) Fundraising</p> <p>e.) Decibel Coalition</p> <p>f.) Youth Engagement NIL</p> <p>g.) Water Monitoring NIL</p> <p>h.) Newsletter - who can be the lead on this?</p> <p>i.) Paddlesport report</p>	<p>a.) Rosemary Danaher reported that she had received donations of ferns for the future 'fern garden'; she is looking for a native dogwood to add to the garden and additional signs will be installed before the Sept. 25 River's Day event. At the August meeting, the concept of "Board awareness/training" about the garden" will be discussed. Subsequent to the meeting, July 25th and 27th have been suggested as dates for some summer trimming work.</p> <p>b.) Rosemary Danaher reported that we sold \$90. Worth of merchandise at the recent AGM and had had gifted \$85.68. Nothing to report on social.</p> <p>c.) Maureen Quested reported that we now have 43 members. At the recent John Quested had questioned the purpose of membership as a priority; feeling that if we want members, we should consider lowering the membership fee. This will be discussed at the August Board meeting.</p> <p>d.) Maureen Quested reminded members about the upcoming Bar-b-que and fundraiser at the home of Maureen and John Quested, July 24th, 2022. (See Appendix 7 below). She reminded attendees to bring cash for the various fundraising activities.</p> <p>e.) For Diana Gunderson, Rosemary Danaher moved and Jim Deck seconded that CLRSS make a \$500 donation to the Decibel Coalition for their on going work. CARRIED</p> <p>h.) Referred to August meeting</p> <p>i.) Rick Bryan referred to his letter and thanked Kristine Sandhu for her comment that the Town planned to address some of the man-made hazards that exist in the upper river.</p> <p>j.) Dave DePape will report at the August meeting.</p>

<p>j.) Fry salvage k.) Gerald Thom Environmental Studies Bursary NIL l.) Cowichan Climate Hub – NIL m.) CSSP NIL n.) Lamprey Education NIL o.) Mitigating Ultraviolet Filter (UVF) contamination in the Cowichan watershed NIL p.) 6PPD-quinone monitoring</p>	<p>p.) Mike Patrick reminded us that this work would happen in the fall during high water event(s).</p>
<p>New Business: NIL</p>	
<p>Stewardship Community Reports:</p> <p>1.) Cowichan Stewardship Roundtable – Jim Deck</p>	<p>Jim Deck reported that CSRT to hold next meeting at Stoltz Pool Cowichan River Provincial Park on July 21, 2022 from 9:30-2:00. All are welcome. River Day celebration is on Sept 25, 2022. CLRSS to work with Paper Excellence and the CWB at Saywell Park. (See above: Subsequent to meeting CSRT received a grant from federal government and much larger event is in the planning.) Numerous groups gave updates on their activities.</p>
<p>Motion to Adjourn</p>	<p>Moved by Rosemary Danaher</p>
<p>Important Upcoming Dates:</p> <ul style="list-style-type: none"> ● Annual July Bar-b-que and fundraiser at the Quested home Sunday, July 24, 2022, from 2:00 p.m. – 6:00 p.m. 10013 – 10015 March Road, Honeymoon Bay (see Appendix 7 below) ● Reg. Meeting Monday, August 8, 2022, 6:30 p.m. In person at the home of Judy Brayden – details to follow ● Lower Cowichan River Clean-up, Sunday, August 28 ● Reg. Meeting Monday, Sept. 12, 2022, 6:30 p.m. ● Day River's Day Event, Sept. 25, 2022, 10:00 – 3:00 Saywell Park 	

Appendix 1: Strategic Planning Outcomes 2020

1. Increase awareness of and support for building the new weir	2. Increase Youth Engagement
<p style="text-align: center;">Goals</p> <ul style="list-style-type: none"> ● Increase public support ● Increase community understanding of new weir benefits ● Increase public awareness of how climate change is driving the need for a new weir 	<p style="text-align: center;">Goals</p> <ul style="list-style-type: none"> ● Increase youth membership ● Re-establish Lake Studies program ● Collaborate with other valley youth programs ● Establish youth roundtable
3. Protect Lake Shore Lands	
<p style="text-align: center;">Goals</p> <ul style="list-style-type: none"> ● Protect critical undeveloped shoreline and tributary habitat ● Promote protection for Shaw Creek watershed ● Expand shoreline riparian habitat restoration work to tributary creeks 	

Appendix 2: Treasurer's Report – June 2022

June 2022 Treasurer's Report(As at June 30, 2022)			
	CASH in Bank	Cheques/Transfers	Available Cash
CLRSS General Account	12,163.07	-	12,163.07
to be deposited	-		
Salmon fry rescue funds			1,934.21
Total Cash Available for CLRSS General Activities			10,228.86
Bursary Account Total			6,942.96
Comments:			

CLRSS 2021/2022 Financial Report Budget to Actual – 30/06/30						
Revenue			Expenditures			
Category	Budget	Actual	Category	Budget	Actual	
Total Revenue	4000	840.00	Total Expenditures	4,000.00	229.07	

Memberships	1400	500.0 0	Signs	200	-
Donations	300	50.00	Accounting	0	-
Sales	300	50.00	Public Information	50	-
Fundraising	2000	240.0 0	BCLSS	50	-
Interest	0	0	Society Fees	0	-
			Printing Costs	100	-
			Purchase for Sales	200	-
			Insurance	900	-
			Bank Charges	0	4.00
			Office Expenses	200	57.76
			Courses & Mtgs	100	83.05
			CSSP Activities	0	-
			River CU	0	-
			Fundraising Expenses	100	-
			Misc. other	0	-
			Scholarship Fund	550	60.00
			Fry Salvage	300	-
			Gifts Apparel	250	-
			GT Memorial Garden	400	-
			Website Update	100	24.26
			Signature Event	500	-

Appendix 2a: 2022- 2023 DRAFT Annual Budget (full comparison sent as attachment)

COWICHAN LAKE AND RIVER
STEWARDSHIP SOCIETY 2022-
2023 Budget

REVENUE

	<u>(\$)</u>
Membership Fees	1,400
Donations	300
Sales	300
Fundraising	2,000
Interest Revenue	<u>-</u>

Total Revenue 4,000

EXPENSES

	<u>(\$)</u>
Signs	200
Accounting	-
Public Information	50
BCLSS	50
Society Fees	-
Printing Costs	100
Purchase for Sales	200
Gifted Apparel	250
Insurance	900
Bank Charges	-
Office Expenses	200
Courses & Meetings	100
CSSP Activities	-
River CU	-
Fundraising Expenses	100
Misc Other	-
Scholarship Fund	550
Fry Rescue	300
Landowner Education	-
GT Memorial Garden	400
Website update	100
Signature Event	<u>500</u>
Total Expenses	4,000
Net Income	<u>-</u>

Appendix 3: Past President's Report/Update for Transition

Dear All - Here are a few things to update you on since the last CLRSS Meeting.

1. I have updated the website with the List of this year's Board of Directors and added the 2022 AGM report and minutes to the site as well. I will continue to monitor the clrss.information@gmail.com email and deal with things as required. If you have anything to add please send it to me and it can be added to the site.

2. I sent a note of appreciation to Leroy Van Wieren and everyone involved in carrying out the Shoreline Assessment Work on behalf of CLRSS. FYI there is a repeat of the **Shoreline Assessment Public Report session on Thursday July 14th at 6 PM.** You can access the link through the [project website](#).
3. I have asked Thea Rodgers of BCCF for an update on their Cowichan River Fisheries Ambassadors Program. They have been doing interviews and hiring. See attached Job Description. There were candidates from LCS. They may be looking for a place to store materials and a tent during the week between weekend work sessions.
4. I submitted all the documentation required for the Directors & Officers and Volunteers Insurance through the Pacific Streamkeepers Federation website. Our new policy will start in August and we hope the costs will remain close to the \$500 we paid last year. They have streamlined the application process and all of our information is now on their website in a secure portion and all we will have to do in future years is update the Directors List and add volunteers to the policy. I will brief Jim on the process and pass on the web links and passwords. Also if needed we can also use their Zoom account for our meetings if we need it.
5. I was speaking with Brian Houle from Catalyst the other day about the weir and we also talked about the [September 25th Rivers Day](#) event. He was open to collaborating in Saywell Park on the day with materials about the weir and said they would be open to offering tours of the weir on the day. I said we would be in touch as we did our own planning so we can collaborate. His contact email is Brian.Houle@catalystpaper.com
6. The **Shoreline Assessment Project** is set to report out to the public on Thursday, [June 16th](#) from 6 – 8 PM. We should also get a progress report on the formation of the CVRD, Cowichan Tribes, Paper Excellence consortium and water licence application process.
7. Thanks to the broom busting crew and remember we have a Garden clean-up session next week on [Tuesday](#) or [Thursday](#) weather dependent.
8. I have added the current Report from BCCF on the UV Residue project [access it here](#). I also recommend you read the new Business Plan for the Cowichan Watershed Board [click here](#). It offers a great overview of where we are headed. There are also a number of recent reports on the excellent science work being done on the Koksilah and Chemainus Rivers.
9. Finally, if you have not heard Tom Rutherford is stepping down as ED and they are recruiting for his replacement.

Ken

Appendix 4 CLRSS 2021 Signing Authority – Letter from last year for Credit Union



The Cowichan Lake and River Stewardship Society
PO Box 907
Lake Cowichan Valley Arts Council
V0R 2G0

June 23, 2021

To Whom It May Concern:

CLRSS DRAFT Minutes Board Meeting of July 11th, 2022 – JB, KT and JD

The following CLRSS Board members have been approved as having signing authority on all CLRSS accounts as of this date.

President	Ken Traynor	#508 – 1433 Faircliff Lane Victoria, BC V8S 3J6	ken.traynor@gmail.com H (250) 228-2279
Treasurer	Lyndon Keeping	7020 Cowichan Lake Road, PO Box 1877 Lake Cowichan, BC V0R 2G0	lykeeping@gmail.com H (250) 932-9930
Secretary	Judy Brayden	5658 Riverbottom Road West, Duncan, BC V9L 6H9	judybrayden@shaw.ca H (250) 701-0570
Director- at-large	James Deck	10694 Youbou Road, Youbou, BC V0R 3E1	deck416@shaw.ca H (778) 429-2924

Appendix 5 Paddlesport Report

Hello Kristine

Hope you're well and enjoying the warm weather – finally!

I recently accompanied a couple of novice WW canoers down the Tube Run (Saywell to Little Beach). Some things caught my eye, and I snapped some pix (attached.) The sign posted at Saywell, pertaining to recreational river use, is EXCELLENT – positive in tone, non-blaming, and good-humoured. This is a great example of the stance needed to improve the tone around the issue of Landowners vs Tubers. We picked up some litter on the way down, but there wasn't much to pick up – less than a dozen pieces. By far, the biggest litter problem comprises derelict dock parts, stairways, and inappropriate rip-rap.

There are serious man-made hazards along the bank (underwater at higher levels) near the Greendale Trestle. They are located in an eddy, on the left (north) side of the river, just downstream of the trestle. There is a rusty pipe, evidently crossing the river underground – however the pipe emerges above ground in the eddy, at low water. One hazard is three metal rods, perhaps pounded into the ground to stabilize the pipe. These rods protrude straight up, and endanger anyone eddying out in that location. (pic attached). The other hazards are new attachments to the pipe, secured by several bolts sticking way out. Both hazards could cause severe damage to people or gear.

Note that the pipe itself poses no particular threat. Indeed, where it crosses the river underground, the ridge of rock covering the pipe creates a river-wide wave, which (at certain levels) is a nice surfing destination. And clearly, the eddy where the hazards occur is the best place for paddlers to access the wave. The pipe is fine, but we request you initiate immediate action to mitigate the dangers as presented.

Thanks, Kristine!

Cheers.
Rick



APPENDIX 6 CLRSS Board Tasks

CLRSS Historic Roles of Executive President

- In conjunction with the secretary, ensure the agenda is prepared and distributed for the monthly meeting
- Secure Directors & Officers and Volunteers Insurance through the Pacific Streamkeepers Federation website
- Respond to queries from members, the public and the press
- Speak on behalf of the organization
- In conjunction with the Board, set directions and priorities for the actions of the society
- Communicate with the membership on a regular basis

CLRSS DRAFT Minutes Board Meeting of July 11th, 2022 – JB, KT and JD

Convene Executive meeting as required

Vice President

Duties as delegated

Treasurer

Ensure that all money of the Society is deposited and reported and that spending of that money is approved by the Board

In conjunction with the president, draft the annual budget

Ensure that the signing authority reflects the new Board

Secretary

In conjunction with the president, ensure the agenda is prepared and distributed for the monthly meeting

Ensure that minutes of all meetings are recorded, distributed and adopted

Ensure that all records are kept and available for the use of the Board

File the annual BC Society's report within 30 days of the AGM

Ensure that all correspondence is recorded in the official minutes for the month

APPENDIX 7 CLRSS Annual July Bar-b-Que Fundraiser



QUESTED LAKESIDE BBQ FOR CLRSS

WHEN: Sunday, July 24, 2022 from 2:00 p.m. – 6:00 p.m.

WHERE: 10013 – 10015 March Road, Honeymoon Bay

WHAT: BBQ fundraiser supporting CLRSS with all food donated so there is no charge

- Appetizers, salads, BBQ, dessert, coffee, iced tea
- Swimming, games, raffles, silent auction
- contact Maureen at mquested@shaw.ca to confirm your attendance (I need to know how much food to prepare)
- bring some neighbours to spread the riparian message

WHY: This event has a triple purpose:

1. **FUNDRAISING** – the BBQ is free and the food will be fabulous as always but bring lots of cash for the raffle and silent auction
2. **SOCIALIZING** – a good opportunity to relax, enjoy the view, and talk among friends
3. **EDUCATION** – share information with other knowledgeable members about managing our waterfront and continuing to focus on a healthy watershed

RAFFLE TICKETS: 10 for \$20 available at

the BBQ **GAMES:** cross country bocci; lawn

darts; fiendish skill testers **PLEASE BRING:**

- Your own alcoholic beverages
- Towel if you plan to swim; changing room available
- **CASH** for raffle ticket, silent auction, donation jar