

**Council Meeting**  
**March 11<sup>th</sup> 2020 | 10:15 AM – 2:30 PM**  
**Columbia Shuswap Regional District Boardroom**  
**555 Harbourfront Drive NE, Salmon Arm**

Record of Decisions and Action Items  
Approved June 17<sup>th</sup> 2020

**Meeting objectives**

1. Approve 2020-21 work plan and budget
2. Discuss and approve five-year strategic plan for 2021-26

**Present**

Paul Demenok, Chair – Columbia Shuswap Regional District, Area C  
Rene Talbot – Columbia Shuswap Regional District, Area D (*from 10:35 am to 1:00 pm*)  
Rhona Martin – Columbia Shuswap Regional District, Area E  
Jay Simpson – Columbia Shuswap Regional District, Area F  
Ken Christian – Thompson-Nicola Regional District, City of Kamloops  
Rod Crowe – Thompson-Nicola Regional District, Village of Chase  
Debbie Cannon – City of Salmon Arm (*alternate – from 10:20 am*)  
Colleen Anderson – District of Sicamous  
Denis Delisle – Regional District of North Okanagan, Area F  
Lorne Hunter – Community representative  
Randy Wood – Community representative

Erin Vieira and Mike Simpson – Fraser Basin Council

**Observers**

None

**Regrets**

Tim Lavery  
Steven Teed  
Dave Nordquist  
Rick Fairbairn  
Dennis Einarson  
Chris Zabek  
Sharon Bennett  
Natalya Melnychuk

- Call to Order** The meeting was called to order at 10:15 am by Chair Paul Demenok
- Adoption of meeting summaries** **Moved/seconded** by Director Simpson/Lorne Hunter that:  
The summary of the December 11<sup>th</sup> 2019 meeting of the SWC be adopted,  
And that:  
The summary of the February 12<sup>th</sup> 2020 workshop of the SWC be adopted.  
**CARRIED**
- Correspondence** **Moved/seconded** by Mayor Crowe/Councillor Anderson that:  
The correspondence be received for information.  
*Councillor Cannon entered the meeting at 10:20 am*  
Discussion:  
Chair Demenok inquired of the Council members if the SWC should send a reply to the correspondence addressed to Director Talbot from the Okanagan Indian Band. Mayor Christian commented that the SWC should not get involved in issues of land use, and therefore a reply is not recommended. Director Simpson cautioned against inviting the band to apply for grant funds from the SWC when they have no ability or control over the property in question.  
**CARRIED**
- Old business** **Moved/seconded** by Mayor Christian/Councillor Cannon that:  
The draft summary of the Shuswap Water Monitoring Group meeting held on February 26<sup>th</sup> 2020 be received for information.  
**CARRIED**
- Report from Chair** Chair Demenok reported that he met with Regional District of North Okanagan Electoral Area Directors to present the SWC's achievements and accomplishments over the past 4 years, and to highlight the new nutrient research summary report and the water quality grant program. He reported that he has several other delegations coming up in the next few weeks at other government organizations.  
*Director Talbot entered the meeting at 10:35 am*
- Report from Program Managers** Erin Vieira presented an update on program operations since the SWC's last regular meeting in December:
  - The Shuswap Water Quality Monitoring Group held a bi-annual meeting in February to discuss water quality monitoring plans for 2020 and provide input to the new edition of the Shuswap Water Quality Summary Report for

2019

- Staff have been promoting the recently completed Nutrient Research Summary Report
- Staff have been promoting the new Water Quality Grant Program through workshops, newspaper articles, social media, and paid advertising
- Staff are preparing for a Water Protection Advisory Committee meeting later in March, at which time the committee will receive the final report on the nutrient research from Dr. Jeff Curtis, UBC-Okanagan
- Staff are working on 2020 campaigns re: Zebra and Quagga Mussel prevention; staff have been liaising with staff at the BC Ministry of Environment regarding the provincial Invasive Mussel Defence Program
- Staff submitted and funding application to a federal grant program, Eco-Action, to support the SWC's work on water quality and nutrient mitigation.

Erin presented a financial report to the end of the third quarter, April 1<sup>st</sup> – December 31<sup>st</sup> 2019:

<b>Revenue source for 2019-20</b>	<b>(\$)</b>
Surplus (from March 31 <sup>st</sup> , 2019)	186,896
CSRD (C, D, E, F and District of Sicamous)	160,000
TNRD	53,600
City of Salmon Arm	40,000
Adams Lake Indian Band	1300
Grant funding: Transport Canada <i>Boating Safety Contribution Program</i>	19,538
<b>Total revenue</b>	<b>461,334</b>

	<b>Annual budget (\$)</b>	<b>Expenses (\$)</b>
Water Monitoring Initiative	51,150	18,029
Water Protection Initiative	79,500	25,802
Zebra & Quagga Mussel Prevention Program	30,825	26,881
Safe Recreation Program	26,050	21,424
Communications	42,200	26,252
Management and Administration	43,150	23,188
Operating Reserve	188,459	0
<b>Total expenses to December 31<sup>st</sup> 2018</b>	<b>461,334</b>	<b>141,576</b>

**New business:  
Workplan and  
budget for 2020-  
21**

Mike Simpson presented the proposed budget for 2020-21 and key workplan items.

Erin Vieira clarified that the Communications budget is bigger this year than previous years because it includes extra budget for communications to support a voter assent process in the CSRD.

Director Simpson inquired if the SWC would be willing to make a motion that it send a recommendation to the CSRD to have a referendum as opposed to an alternate approval process. Director Martin commented that a referendum is very costly, and thinks that additional budget for staff communications is preferential. Chair Demenok suggested that the Communications budget be increased further to support additional work by the SWC or a contractor on social media.

**Moved/seconded** by Director Simpson/Director Martin that:

The SWC procure a social media campaign strategist through an RFP process, with additional budget of up to \$20,000, to assist with communications in 2020.

**CARRIED**

**Moved/seconded** by Mayor Christian/Director Talbot that:

The budget and workplan for 2020-21 be approved

**CARRIED**

The budget and key work plan items for 2020-21 will be as follows:

<b>Revenue (April 1<sup>st</sup> 2020 – March 31<sup>st</sup> 2021)</b>	<b>\$</b>
<b>2019-20 surplus (carry forward from March 31<sup>st</sup> 2020)</b>	
Projected operational surplus	40,000
Operating Reserve (including \$20K Contingency Fund)	188,459
<b>Per Contribution Agreement:</b>	
CSRD Areas C, D, E, F and District of Sicamous	160,000
(deduct cost of CSRD voter assent process)	-25,000
TNRD	53,600
City of Salmon Arm	40,000
Adams Lake Indian Band	1300
<b>External grant applications:</b>	
Boating Safety Contribution Program (not confirmed)	20,550
Eco-Action (not confirmed)	100,000
<b>Total Revenue</b>	<b>578,909</b>

*(expenses on next page)*

<b>Work plan and expenses (April 1<sup>st</sup> 2020 – March 31<sup>st</sup> 2021)</b>		<b>\$</b>
<b>Water Quality Program</b>		
Water Monitoring Initiative		
	Facilitate the Shuswap Water Monitoring Group	7850
	Implement the watershed water quality monitoring plan	27,350
	<i>Sub-total Water Monitoring Initiative</i>	35,200
Water Protection Initiative		
	Facilitate the Water Protection Advisory Committee	7600
	Water quality improvement projects	206,000
	<i>Sub-total Water Protection Initiative</i>	213,600*
<b>Zebra and Quagga Mussel Prevention Program</b>		
	Education, outreach and advocacy	35,400
<b>Recreation Safety Program</b>		
	Safety campaigns	24,000
	Safety equipment	3400
	<i>Sub-total Recreation Safety Program</i>	27,400**
<b>Communications</b>		
	Collateral	10,200
	Public engagement	21,300
	Social media	20,000
	Annual water quality summary	17,200
	<i>Sub-total Communications</i>	68,700
<b>Administration</b>		
	Council administration	27,350
	Financial management and fund development	15,800
	<i>Sub-total Administration</i>	43,150
<b>Sub-total operational expenses</b>		<b>423,450</b>
Operating Reserve (includes \$20K Contingency Fund)		155,459
<b>Total Expenses</b>		<b>578,909</b>

\* this budget reflects a \$100,000 contribution from Eco-Action, assuming a successful grant application by the SWC

\*\* this budget reflects a \$20,550 contribution from the Boating Safety Contribution Program, Transport Canada, assuming a successful grant application by the SWC

*SWC members took a break from 11:30 – 11:40 AM*

**New business:  
Strategic Plan and  
Budget for 2021-  
2026**

Mike Simpson introduced the strategic plan as having been developed out of the strategic planning workshop in February. He presented the proposed annual budget for the next five years. He then walked through each of the goals, objectives and strategies in the draft strategic plan for 2021-2026.

A roundtable discussion took place, with several SWC members providing input on adding additional strategies to the plan.

*The SWC took a lunch break from 12:15 – 12:40 PM*

**Moved/seconded** by Director Martin/Mayor Christian that:

The annual budget of \$260,000 per year for 2021-2026 be approved

**CARRIED**

Chair Demenok walked through the strategic plan goals and objectives with the SWC members, and asked for input or comments. There was much discussion, and several amendments to the draft Strategic Plan for 2021-2026 were captured

*Director Talbot left the meeting at 1:00 PM*

**Moved/seconded** by Mayor Crowe/Councillor Cannon

That the strategic plan be amended as discussed and approved

**CARRIED**

**Late agenda item**

Erin Vieira inquired about how soon the SWC would like to discuss and make changes to its membership.

**Roundtable  
discussion: SWC  
membership**

**Moved/seconded** by Director Martin/Mayor Crowe that:

The SWC extend an invitation to the five indigenous communities within the Shuswap watershed (Adams Lake, Little Shuswap, Neskonlith, Splotsin, Okanagan Indian Band), asking them to participate in the SWC. The invitation would request that each community appoint one person, and that there would be provisions for an alternate; the letter should explain quorum requirements for non-financial and financial decisions.

Discussion:

Mike also inquired if the SWC wants to extend an invitation to the Township of Spallumcheen to participate on the Council.

Mayor Crowe suggested that the membership changes and letters be put on hold until after the voter assent process.

Director Martin rescinded the motion.

Chair Demenok commented on the opportunity to give presentations to the six aforementioned communities about the SWC in the near future.

**Roundtable  
discussion:  
Confirm SWC  
members intent to  
participate in 2021**

Councillor Anderson indicated that the District of Sicamous intends to continue to participate in the SWC through the CSRD's SWC Service.

Councillor Cannon indicated that the City of Salmon Arm intends to proceed as it has in the past: as a contributor to the SWC but not part of the CSRD's service.

Mike Simpson clarified that these statements of intent by Councillors Anderson and Cannon are not binding, and that the CSRD will seek a Council resolution from the District of Sicamous regarding their intent to participate in the CSRD's service.

**Adjourn**

**Moved/seconded** by Lorne Hunter/Mayor Crowe that the March 11<sup>th</sup> SWC meeting be adjourned

**CARRIED**

The meeting adjourned at 2:15 pm