

## AGENDA PACKAGE FOR:

### **Council Meeting** **Wednesday March 10<sup>th</sup> 2021 | 9:00 AM - 12:30 PM**

Agenda package updated March 10<sup>th</sup> 2021  
 Virtual meeting via Zoom

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Item No.	Agenda item	Time
1.	December 9 <sup>th</sup> 2020 meeting summary for approval	9:20

## Council Meeting December 9<sup>th</sup> 2020 | 10:00 AM - 12:30 PM

Virtual meeting via 'Zoom'

Draft record of decisions and action items  
This record is subject to correction at the next council meeting

### Meeting objectives

1. Receive update from program managers
2. Receive updates on invasive Zebra and Quagga Mussels and invasive freshwater clams
3. Review and discuss updates to Terms of Reference
4. Discuss priorities for 2021 from new Strategic Plan for 2021-26
5. Approve Water Quality Grant Program budget for 2021

### Present (all participants via 'Zoom')

Paul Demenok, Chair – Columbia Shuswap Regional District, Area C  
Tim Lavery, Vice Chair - City of Salmon Arm  
Rene Talbot – Columbia Shuswap Regional District, Area D  
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  
Steven Teed - Adams Lake Indian Band, Secwepemc Nation  
Denis Delisle – Regional District of North Okanagan, Area F  
Dennis Einarson - BC Ministry of Environment and Climate Change Strategy  
Lindsay Benbow - BC Ministry of Agriculture  
Lorne Hunter - Community representative (*from 10:05 AM*)  
Natalya Melnychuk - Community representative  
Sharon Bennett - Community representative (*from 10:25 AM*)

Erin Vieira and Mike Simpson – Fraser Basin Council

### Guests and Observers

Robyn Hooper	Clyde Mitchell	Mel Arnold, MP
Sue Davies	Kym Keogh	Theresa Durning
Martina Beck	Hamish Kassa	Bob Misseghers
Aaron Canuel	John Irvine	Lisa Scott
Louise Wallace Richmond	Barbra Fairclough	Sierra Collins
	Paul Bennett	

### Regrets

Collen Anderson  
Dave Nordquist  
Rick Fairbairn  
Randy Wood

<b>Call to Order</b>	<p>The meeting was called to order at 10:00 AM by Chair Paul Demenok.</p> <p>The agenda was approved.</p>
<b>Adoption of meeting summary</b>	The draft summary of the September 9 <sup>th</sup> 2020 meeting of the SWC was approved.
<b>Correspondence</b>	None
<b>Old business</b>	<p>The draft summary of the Shuswap Water Protection Advisory Committee meeting, held November 26<sup>th</sup> 2020, was received for information.</p> <p><b>Moved/seconded</b> by Vice Chair Lavery/Mayor Crowe that:</p> <p>The recommendations from the Water Protection Advisory Committee regarding the 2021 Water Quality Grant Program, as laid out in the November 26<sup>th</sup> meeting summary including the proposed budget for grant program in 2021, be accepted.</p> <p><b>[Financial vote]</b> <b>CARRIED</b></p> <p><b>Moved/seconded</b> by Vice Chair Lavery/Mayor Crowe that:</p> <p>The draft summary of the Shuswap Water Quality Monitoring Group meeting, held December 1<sup>st</sup> 2020, be received for information.</p> <p><b>CARRIED</b></p>
<b>Report from Chair</b>	<p>Chair Demenok reported that the SWC is doing community engagement and outreach this Fall through a series of community group meetings. He has participated in many of these meetings to date and has heard good questions and feedback from community groups.</p> <p>The Chair also reported that the Columbia Shuswap Regional District sent a letter to Minister Heyman in September to express concern about the 2020 algal bloom, and ask for support from the BC Ministry of Environment for some of the SWC's initiatives to protect water quality, including a water quality grant program and the development of a comprehensive phosphorus management plan for the watershed. The CSRD has not yet received a response from the Minister.</p> <p>The Chair reported that he would like to provide an update on the SWC to the Thompson-Nicola Board of Directors, however the TNRD board meetings are scheduled at the same time as CSRD board meetings.</p> <p><u>Action item:</u> staff will contact TNRD staff to request a delegation to the TNRD board in 2021.</p>

**Report from  
Program Managers:**

Erin Vieira and Mike Simpson provided an update on program operations since the last Council meeting:

- An update on the status of each of the five water quality grant recipients' projects was reviewed. Three are complete, one is underway, and one is not yet started.
- Staff worked with Salmon Arm-based videographer, Single Shot Productions, to produce a 5-minute video describing the purpose of the SWC's Water Quality Grant Program, and introducing the 2020 grant recipients and their work on nutrient management and water quality protection. The video was debuted at the Council meeting, and will be promoted in the very near future.
- Staff reviewed the highlights of the recent Water Protection Advisory Committee meeting and the Water Monitoring Group meeting
- Staff briefly summarized the reach of the SWC's Zebra and Quagga Mussel prevention campaigns. The campaign had a reach of up to 2.5 million impressions through social media, news, signage, and in travel literature.
- Staff reported that education and outreach for safe recreation completed around Thanksgiving. This fall, the SWC provided funding to equip a 'Kids Don't Float' lifejacket kiosk at the new CSRD boat launch at Bristow Road in the North Shuswap. The kiosks are an initiative of the Royal Canadian Marine Search and Rescue; the SWC has been supporting this work since 2017. There are now 15 kids' lifejacket kiosks in the Shuswap.
- Staff have given seven virtual presentations to Shuswap-area community groups, with a few more scheduled later this winter
- A Contribution Agreement with the four SWC funders is in place for 2021-2023
- Staff are preparing an application for funding to the federal Habitat Stewardship Program. If successful, funding will go toward some new initiatives outlined in the SWC Strategic Plan such as the development of a wetland strategy and a phosphorus management plan.
- A financial report to the end of the second quarter (April 1<sup>st</sup> - September 30<sup>th</sup> 2020) was provided:

<b>Revenue for 2020-21</b>	<b>(\$)</b>
Surplus (from March 31 <sup>st</sup> , 2020)	241,995
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> )	20,550
<b>Total revenue</b>	<b>517,445</b>

<b>Expenses for 2020-21</b> (April 1 <sup>st</sup> - September 30 <sup>th</sup> 2020)	<b>Budget (\$)</b>	<b>Expenses (\$)</b>
Water Quality Monitoring	35,200	13,698



Water Quality Protection	113,600	51,515
Zebra & Quagga Mussel Prevention	35,400	23,474
Safe Recreation	27,400	18,484
Communications & Advocacy	68,700	35,653
Management & Administration	43,150	20,538
<b>Sub-total Operational Program Expenses</b>	<b>323,450</b>	<b>163,361</b>
Operating Reserve	193,995	0
<b>Total expenses</b>	<b>517,445</b>	<b>163,361</b>

Discussion:

Director Martin inquired if the water quality grant program is made available to agriculture sectors other than dairy. Staff replied that it is, and the opportunity for grant funding this year was advertised broadly.

Natalya Melnychuk suggested several other agriculture groups for staff to notify of the funding opportunity in 2021.

Chair Demenok relayed that he has heard concern over the possibility of SWC water quality grant funds being spent in the RDNO area of the watershed. Director Martin and Vice Lavery expressed their viewpoint that as long as spending is within the Shuswap watershed, they are not concerned. Director Delisle expressed a desire to support the SWC from Area F of the RDNO.

Chair Demenok asked all present what they think about the SWC potentially taking a lead role in public communications in a future algal bloom event. Director Martin remarked that the SWC should be a partner in communicating about algal blooms, but not the lead agency. Mayor Christian commented that there is some liability associated with communicating health risks in an algal bloom, and he does not think the SWC should take the lead on this. Director Simpson agreed with Director Martin's and Mayor Christian's comments.

**Report from  
contractor: 2020  
Communications  
Strategy and Social  
Media Campaign**

Louise Wallace Richmond provided an overview of the 14-week social media campaign she conducted to increase Shuswap-area residents' understanding and appreciation of the watershed, and of the Shuswap Watershed Council's work. She reported that during the campaign period, the following increased on all platforms, by as much as 37% (Facebook). She expressed her appreciation for the opportunity to do this work with the SWC.

**Guest  
presentation:  
Columbia Shuswap  
Invasive Species  
Society**

Sue Davies reported on behalf of the Columbia Shuswap Invasive Species Society (CSISS) that funding from the SWC enabled CSISS to monitor for Zebra and Quagga mussels (ZQM); conduct outreach to prevent the spread of ZQM, and conduct surveys to assess the extent of invasive freshwater clams in Shuswap Lake.

In total, seven water bodies and 13 sites within the watershed were monitored for ZQM throughout spring/summer/early fall, and no ZQM were detected in any samples. Ms. Davies also reported that invasive freshwater clams were found at Sunnybrae, Sandy Point, and Canoe via surveys done this Fall when the lake water levels were low. She mentioned that CSISS is planning to hold a follow-up meeting about clams in January.

**Guest  
presentation: BC  
Ministry of  
Environment and  
Climate Change  
Strategy, and BC  
Conservation  
Officer Service**

Martina Beck, BC Ministry of Environment and Climate Change Strategy, provided an overview of the Provincial Invasive Mussel Defence Program. The program consists of three initiatives:

- Watercraft inspection, which has been done since 2015
- Early detection monitoring on several BC lakes has been done since 2011. This year, 89 lakes were monitored and zero ZQM were detected. She also mentioned that water samples are screened for other aquatic invasive species, such as invasive freshwater clams.
- Education and outreach, which is done through various partnerships

Aaron Canuel, BC Conservation Officer Service, provided more information on this season's watercraft inspection program. He reported that the program had nine stations set up around the province, two of which were roving stations. They operated from May 15 - October 25<sup>th</sup>; either dawn to dusk, or for 10-hour days. The statistics from the program are as follows:

- 29,900 watercraft inspection
- 55,900 people interacted with
- 160 high-risk watercraft
- 16 mussel-fouled watercraft

The number of watercraft inspected was much lower than in previous years, likely due to fewer travelers due to Covid-19.

Ms. Beck also provided a species overview of invasive freshwater clams, also known as Asian Clam. They are a species of concern due to the potential for them to clog pipes and infrastructure, and outcompete native species. She also commented that clams aren't known to be transported attached to watercraft in the same way that Zebra and Quagga Mussels are. How well they will thrive in the Shuswap depends on habitat suitability; this is not yet well understood. She reported that next steps for the Province regarding the clams is to continue extent surveys in 2021, as well as assess potential control methods. She remarked that there is no known chemical treatment for Asian Clams.

**New business: SWC  
Terms of Reference**

This item was deferred to the March 2021 Shuswap Watershed Council meeting.

Erin Vieira recommended that SWC members consider the Council membership (Section 4 of the Terms of Reference) and decision-making (Section 5) in preparation for the next Council meeting.

**New business:  
Strategic Plan  
2021-26  
prioritization  
exercise**

Chair Demenok introduced this item by explaining that staff are seeking direction from SWC members as to which new items within the 2021-26 Strategic Plan to focus on in the 2021-22 work plan and budget.

The Chair commented that he suggests new priorities for 2021 include:

- Beginning to develop a wetland strategy for the Shuswap, by conducting a review of other organizations' wetland strategies (such as the Okanagan Basin Water Board) and identifying potential partners to create and support the strategy
- Including a survey of public opinion about the SWC in the Communications Plan for 2021

**New business:  
Water Quality  
Grant Program  
budget for 2021-22**

This item was approved in Old Business.

**New business: SWC  
meeting schedule  
for 2021**

The SWC's meeting schedule in 2021 will be as follows:

March 10<sup>th</sup>

June 9<sup>th</sup>

September 8<sup>th</sup>

December 8<sup>th</sup>

Meeting times will be approximately 10 AM - 2:30 PM, dependent on the agenda and amount of material.

Action item:

Staff will send calendar invites to SWC members.

**Roundtable  
updates**

None

**Adjourn**

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

The December 9<sup>th</sup> 2020 meeting of the Shuswap Watershed Council be adjourned.

**CARRIED**

Meeting adjourned at 12:30 PM.

**CERTIFIED CORRECT:**

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Chair

DRAFT

Item No.	Agenda item	Time
2-a	Correspondence: Annual Report from Royal Canadian Marine Search & Rescue	9:20



## Shuswap Lifeboat Society

PO Box 661 Sicamous, B.C. V0E 2V0

Operating Station 106 Shuswap

### ANNUAL SUMMARY of PROJECTS and ACTIVITIES for 2020

The past year was most unique for our community volunteers, operating within the restrictions of the Covid-19 Pandemic, which curtailed the programs and endeavours we normally undertake in a year. Despite this aspect, 2020 was a remarkably busy year, as we altered how we went about our business.

#### RCM-SAR Station 106 Shuswap

Through Covid-19, our volunteer crews remained **ready, willing, and able to respond 24/7**. And now with great PPE, **We Are Prepared For 2021**.

**Our 22 volunteers contributed over 2400 Hours** to the communities of the Shuswap, to our citizens and visitors alike, throughout 2020.

**At 40 missions**, the year ended as our 3<sup>rd</sup> busiest with Station 106 carrying out the most missions of any RCMSAR Station in B.C.'s southern region.

**Unique missions** this year – our crews and vessels transported Wildfire Management Branch staff and equipment to a remote wildfire location on Anstey Arm. And in the midst of this wildfire, we also transported the Sicamous Fire Department to a serious houseboat fire on Mara Lake.

Prior to the **Covid-19 Public Health Guidelines** occurring, our Training Officers were able to train and add 2 additional crew members to the team.

For the last 9 months of 2020, **classroom training was suspended**, with restrictions placed upon the Station re: conducting on-water vessel training.

Visits by **Bobbie to schools** and **public events** we normally undertake **had to be suspended** as well.

Another **Kids Don't Float** Kiosk of lifejackets for children to borrow was installed at the recently constructed CSRD Public Boat Launch in Celista, increasing our kiosks across the Shuswap to 15. Our Station has received 3 additional requests about installing additional kiosks in their region of the Shuswap, which are being discussed.

#### Shuswap Lifeboat Society

The City of Salmon Arm and District of Sicamous jointly funded **Personal Protection Equipment (PPE)** to ensure our crews could respond safely.

Despite the 2020 issues, we continued to receive **donations** from the community, for which we are incredibly grateful. See [rcmsar106.ca](https://rcmsar106.ca) for details.

The Society continues to move forward with our **Rescue Base** – design of this floating facility is complete with plans approved by naval architect.

Mayor and Council of the District of Sicamous are supporting our project and have agreed to assist our Society find **potential sites to float the base**. We have now embarked upon the fundraising phase. For more on this the story, check out this link – <https://youtu.be/D5YAkZnlac8>

Our Society received **Grant Funding** in 2020 from the Boating Safety Contribution Program and the Community Gaming Grant for several projects.

Funding purchased additional **Child Lifejackets** for our Kids Don't Float kiosks, **Boating Safety** ads in newspapers, and **Life Saving (Kisbee) Rings**.

Needed equipment and programing was bought to shift in person training to a **Virtual Classroom**.

A most significant project now moving forward, thanks to this grant funding are very extensive **Radar and Navigational Upgrades to Tolonen** and permitting Navigation Training Stations on land. Some current electronics are no repairable. In addition, the sonar segment of the upgrade will now enable crews to scan to a depth of 600 feet.

Rob Sutherland, Station Leader

Bruce Weicker, Shuswap Lifeboat Society

**SAVING LIVES ON THE WATER**

Item No.	Agenda item	Time
2-b	Correspondence: Letter from RDNO re: funding request and SRWSP priorities	9:20



## REGIONAL DISTRICT NORTH OKANAGAN

### MEMBER MUNICIPALITIES:

CITY OF ARMSTRONG

VILLAGE OF LUMBY

CITY OF ENDERBY

CITY OF VERNON

DISTRICT OF COLDSTREAM

TOWNSHIP OF SPALLUMCHEEN

### ELECTORAL AREAS:

"B" – SWAN LAKE

"E" – CHERRYVILLE

"C" – BX DISTRICT

"F" – ENDERBY (RURAL)

"D" – LUMBY (RURAL)

OFFICE OF: CHAIR, ELECTORAL AREA ADVISORY COMMITTEE

OUR FILE No.: 3046.01.02

February 23, 2021

Paul Demenok, Chair  
Shuswap Watershed Council  
2518 Waverly Drive  
Blind Bay, BC V0E 1H2

Dear Paul,

### **Re: Shuswap Watershed Council Funding Request Shuswap River Watershed Sustainability Plan Priorities 2021**

At the January 7, 2021 regular meeting of the Electoral Area Advisory Committee a discussion was held regarding the Shuswap River Watershed Sustainability Plan Priorities and the request for financial support from the Shuswap Watershed Council. It was acknowledged that the Electoral Areas have a number of priority projects outside of the Shuswap River and that financial resources will be directed towards those other priority projects. There was no general support to enter into any long-term funding arrangements at this time, other than on an in-kind basis or on project specific partnerships.

The Board of Directors, at their January 20, 2021 Regular Meeting passed the following resolution regarding the Shuswap Watershed Council:

*That staff be directed to send a letter to the Chair of the Shuswap Watershed Council notifying them that the Electoral Area Directors do not wish to contribute financially to the Shuswap Watershed Council but will continue to collaborate in-kind, on watershed management issues.*

At the same meeting the following priorities for implementation of the Shuswap River Watershed Sustainability Plan were endorsed:

*That the priorities for implementation of the Shuswap River Watershed Sustainability Plan in 2021 being Riparian Restoration, Flood Mitigation and Education be endorsed and staff be directed to pursue funding on a project specific basis.*

However, in consideration of the work the Shuswap Watershed Council does with regard to water quality, Electoral Area "F" Director Denis Delisle has allocated a one-time grant of \$5,000 from the Area "F" Discretionary Fund for 2021.

Regional District of North Okanagan  
9848 Aberdeen Road  
Coldstream, BC  
V1B 2K9

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Item No.	Agenda item	Time
2-b	Correspondence: Letter from RDNO re: funding request and SRWSP priorities	9:20

Letter to: Shuswap Watershed Council  
 From: Chair, EAAC  
 Subject: Shuswap Watershed Council Funding Request

File No.: 3046.01.02  
 Dated: February 23, 2021  
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The RDNO is supportive of the Shuswap Watershed Council and their mandate to enhance water quality and safe recreation in the Shuswap for the long term and will continue to collaborate on future initiatives and projects of shared interest where feasible.

Yours truly,



Director Rick Fairbairn, Chair  
 Electoral Area Advisory Committee

cc: Area "F" Director Delisle

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Item No.	Agenda item	Time
2-c	For information: Letter from OBWB to Minister George Heyman	9:20



1450 KLO Road, Kelowna, BC V1W 3Z4  
P 250.469.6270 F 250.762.7011  
www.obwb.ca

Hon. George Heyman  
B.C. Minister of Environment and Climate Change Strategy  
PO Box 9360 Stn Prov Govt  
Victoria, B.C. V8W 9M2

March 4, 2021

**Re: Legislative Changes to Prevent Invasive Mussels**

Dear Minister Heyman,

Thank you for your correspondence of June 11<sup>th</sup> responding to our continued calls for action to prevent the spread of invasive zebra and quagga mussels into British Columbia. I am writing again on behalf of the Okanagan Basin Water Board (OBWB) to call for stronger provincial legislation to help prevent the introduction of these mussels and other aquatic invasive species into B.C.

Each year the OBWB conducts an analysis of existing gaps in provincial and federal action on this issue, and we provide feedback through letters to the provincial government and your federal counterparts. Since 2015, we have seen and acknowledged significant progress on this file from the Province of B.C. Despite this progress, identified gaps continue to persist with action deferred by both levels of senior government. We recognize that your ministry is working on a Watershed Security Strategy for B.C., and this issue is one of the greatest watershed security issues in the Okanagan. According to the province's own reporting, 16 watercraft entering B.C. this past inspection season were confirmed carrying adult invasive mussels. Twelve of these were from Ontario, and one was from Manitoba. (The other three were being commercially transported from the U.S.). Of these 16, at least seven were headed to the Okanagan. Also concerning, our partners at the Okanagan and Similkameen Invasive Species Society reported that only 67% of out-of-province boaters they surveyed in the Okanagan last summer reported stopping at an inspection station. This survey included socially-distanced interactions with 361 watercraft at 11 boat launches.

After a thorough review of the existing provincial mussel inspection station program, as well as the existing relevant legislation and allocation of resources, we have identified six key gaps that can be addressed by your government with some starting before the 2021 boating season. The timeline for implementing these measures is critical due to COVID-19, since we saw increased interprovincial recreational travel in the summer of 2020, while at the same time public outreach was limited due to public safety measures. There is no reason to expect less interprovincial travel in 2021 and so the threat of an infestation remains.

Recommendations:

1. Restore core inspection program funding to at least 2017 levels of \$3.8 million and adjust for inflation going forward.

We understand that the province is conducting a new and more thorough economic vulnerability assessment for invasive mussels that should acknowledge the value of preventing a mussel infestation. The province cannot afford to allow the significant economic damage that will occur if we fail to adequately fund prevention. This is more important than ever, given the increased risk from interprovincial travel, and the ongoing fragility of the provincial economy – already suffering from COVID-19 (another biological invasion).



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2-c	For information: Letter from OBWB to Minister George Heyman	9:20

2. Introduce “pull-the-plug” legislation and supporting regulations for enforcement this summer.

As we have previously recommended, legislation is needed which requires all watercraft owners to remove their drain plug prior to transporting a vessel on roads. This legislation will serve three purposes:

- Prevent infested water from being transported into or within the province;
- Educate watercraft owners on the critical behaviour to Clean, Drain, Dry their vessels; and
- Allow enforcement officers to identify high-risk watercraft that have not been properly drained at source waters.

3. Review and update the provincial Early Detection, Rapid Response plan (EDRR), to include specific long-term planning for waterbody or regional quarantines once an infestation is found in B.C.

The existing EDRR plan, published in 2015 should be updated to include the latest scientific information available, as well as to incorporate changes to legislation that have occurred since 2015. It should also be expanded to include planning for waterbody and watershed level responses, such as quarantines to stop a new infestation from spreading between B.C.’s major river systems. The current EDRR plan ends (“exits”) at the time a significant infestation is established in a lake (and “eradication is not achievable”). An infestation in one part of the province does not mean we should let our guard down and allow the mussels to spread to other regions.

4. Provide toolkits and resources for local governments to conduct vulnerability assessments, and to implement mitigation measures like retrofitting in-water infrastructure.

This new call to action will educate and directly support local governments in understanding and mitigating the risks posed by invasive mussels. An infestation would have significant detrimental effects on local government infrastructure - most importantly on the supply of sufficient, clean drinking water. A toolkit and clear direction from the province using up-to-date science would allow local governments to retrofit old infrastructure, or design new infrastructure to mitigate the risks of an infestation. For example, by moving chlorinators to a water point-of-intake, a water utility could prevent mussel larvae from surviving to clog the pipes and equipment within the facility.

5. Introduce legislation to require all out of province watercraft to be inspected prior to being launched in B.C. waters.

Since May, 2016, OBWB has called for legislation requiring all out-of-province watercraft to report for an inspection prior to launching in provincial waters. To date, we have not received a satisfactory answer as to why the province is not working to implement this action. Several other jurisdictions have legislation and resources in place for this purpose, demonstrating that it is not a matter of financial or jurisdictional limitation, nor a logistical or enforcement impossibility. For example, in Idaho a boat sticker program requires all watercraft owners to purchase an annual sticker for just \$10 for in-state motorized watercraft, \$30 for out-of-state motorized, and \$7 for non-motorized craft. Similar to B.C.’s existing hunting and fishing fees, which go back into protecting the resources, Idaho’s sticker fees pay for the inspection program which protects the waterbodies for users. A

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2-c	For information: Letter from OBWB to Minister George Heyman	9:20

similar program in B.C. is achievable given the political will to protect our water. We have previously called on the Government of B.C. to prepare a business case for this legislation, and we reiterate that call.

6. Provide additional funding to invasive species groups in high-risk regions for monitoring, outreach and education.

In B.C., much of the important work of increasing water awareness among water recreationists and monitoring waterbodies for new infestations falls onto regional non-profit invasive species groups. These groups work in partnership with the provincial government, sharing information and providing consistent messaging across the province. However, as with many non-profits, much of their time is spent fundraising and trying to maintain operations and they are chronically underfunded. We call on the province to provide ongoing funding to these groups to support increased monitoring and outreach efforts. Funding should be administered through a provincial program, and go directly to the regional groups.

Working with many partners, the province has come a long way in protecting our waters from a mussel infestation. Closing these additional gaps, by adopting the recommendations noted here, will help bolster those efforts and provide an increased return on investment as we save millions of dollars by remaining invasive mussel-free. A study for the OBWB found an invasive mussel infestation would cost the Okanagan at least \$42 million annually to just manage. OBWB is invested in keeping the mussels out and has been funding our public awareness campaign, "[Don't Move A Mussel](#)," since 2013 and supporting the province's "Clean, Drain, Dry" message to water recreationists. Surveys have shown mussel awareness is high in our valley, but that is no substitution for increased regulations, enforcement and boots-on-the-ground outreach and monitoring. We can't afford to let down our guard now.

The OBWB will be reaching out to partners, local governments and First Nations, and the public, to support the province in taking action that demonstrates that invasive mussel prevention is a priority.

We look forward to hearing your response through action in the legislature in the near future.

Sincerely,



Sue McKortoff, Chair  
Okanagan Basin Water Board

CC:

- Okanagan MLAs: Harwinder Sandhu, Norm Letnick, Renee Merrifield, Ben Stewart, Dan Ashton, Roly Russell
- Okanagan Nation Alliance, Chiefs Executive Council
- Okanagan Local Government Chairs and Mayors
- Okanagan MPs: Mel Arnold, Tracy Gray, Dan Albas, Richard Cannings
- Pacific NorthWest Economic Region: Matt Morrison, Chief Executive Officer
- Invasive Species Council of B.C.: Gail Wallin, Executive Director
- Okanagan Chambers of Commerce
- Thompson Okanagan Tourism Association

Item No.	Agenda item	Time
2-d	For information: District of Sicamous resolution re: Invasive Asian clams	9:20

**District of Sicamous**  
446 Main Street  
PO Box 219  
Sicamous, BC  
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**Certified Resolution # 21-047**  
**Asian clams (*Corbicula fluminea*) worthy of Controlled Alien Species Regulation**

**It was moved and seconded:**

*WHEREAS* invasive Asian clams (*Corbicula fluminea*) are known to threaten the natural biodiversity of lakes by competing with native species for sustenance and space, cause biofouling to water treatment systems, alter water chemistry, and potentially reduce the quality of drinking water;

*AND WHEREAS* Shuswap Lake is the core of an extensive network of streams and lakes with substantial inflows from Shuswap, Eagle, and Salmon rivers; while being home to a variety of wildlife and fish habitat and playing a substantial role in the diversity and production of salmon within the Fraser River Basin;

*AND WHEREAS* Shuswap Lake is a desired recreation destination for residents and vacationers alike, supporting a tourism industry comprised of hundreds of lake-based businesses that provide local employment and stimulate the local economy;

*AND WHEREAS* Council agrees the spread of *Asian clams* will have significant environmental, social, and economic consequences for our waterways, wildlife and communities; and Controlled Alien Species Regulation exists under the Wildlife Act to enforce controls for species that pose a risk to people, property, wildlife, and wildlife habitat;

*THEREFORE, BE IT RESOLVED* that Council respectfully requests the Government of British Columbia designate invasive Asian clams (*Corbicula fluminea*) as a Prohibited Aquatic Invasive Species under the Controlled Alien Species Regulation.

**Carried**

Certified a true and correct copy of a resolution endorsed by the Council at its Regular Council Meeting held on January 27, 2021.

Dated this 18<sup>th</sup> day of February, 2021.

  
\_\_\_\_\_  
Jennifer Bruns  
Corporate Officer

Item No.	Agenda item	Time
2-e	For information: District of Sicamous Memo re: Invasive Asian clams	9:20

**District of Sicamous**

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# Memo

**To:** Southern Interior Local Government Association

**From:** District of Sicamous Council

**Date:** February 22, 2021

**Re:** Certified Resolution 21-047  
Asian clams (*Corbicula fluminea*) worthy of Controlled Alien Species Regulation

Asian clams (*Corbicula fluminea*) are not native to Canada, however a recent study conducted by the Columbia Shuswap Invasive Species Society (CSISS), discovered live Asian clams in Shuswap Lake. According to the Invasive Species Council of BC, the species has also made its way to southern Vancouver Island and river systems in the Lower Mainland including the Fraser River, Pitt River, and Coquitlam River.

After the CSISS study was brought to the attention of the District of Sicamous Council, research demonstrated that Asian clams, which can self-fertilize and reproduce rapidly, have the capacity to disrupt natural biodiversity and ecosystems, negatively impact native species by competing for sustenance and space, cause biofouling to water treatment systems, alter water chemistry, and reduce the quality of drinking water.

Further inquiry determined Asian clams are not scheduled within the Controlled Alien Species Regulation under the Wildlife Act which controls "alien animals that pose a risk to the health or safety of people, property, wildlife or wildlife habitat." Council argues that Asian clams pose such risks with environmental, social, and economic consequences for waterways and communities provincially.

Therefore, Council pursued and adopted Resolution 21-047 which calls on B.C. Government to use its authority to designate Asian clams as an Aquatic Invasive Species under the Controlled Alien Species Regulation.

Item No.	Agenda item	Time
2-f	For information: District of Sicamous Resolution re: enforcement measures against aquatic invasive species	9:20

**District of Sicamous**  
446 Main Street  
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### **Certified Resolution # 21-068**

#### **It was moved and seconded:**

THAT Council submit the following resolution to the Southern Interior Local Government Association:

WHEREAS Canada is home to 20 percent of the world's fresh water, and the spread of aquatic invasive species (AIS) poses irreparable environmental, social and economic threats that will cost Canadian taxpayers billions of dollars in lost tourism and economic opportunities, and other unknown costs;

AND WHEREAS the spread of AIS is largely connected to human activity, including the unsafe transport of watercraft between bodies of water;

AND WHEREAS Council acknowledges current government efforts through fines for failing to stop at a B.C. Watercraft Inspection Station, there is a lack of specific provincial or federal regulation and enforcement that is directed at watercraft owners who fail to prevent the spread of AIS by cleaning, draining, and drying their watercraft before transport;

THEREFORE, BE IT RESOLVED that the provincial and federal governments adopt increased and stricter enforcement measures for watercraft and floatplane owners including the introduction of a significant fine for watercraft and floatplane owners that fail to Clean, Drain and Dry their watercraft or floatplane before transporting it to another body of water and an increase in the fine issued to motorists who fail to stop at a Watercraft Inspection Station.

**Carried**

Certified a true and correct copy of a resolution endorsed by the Council at its Regular Council Meeting held on February 10, 2021.

Dated this 18<sup>th</sup> day of February, 2021.

  
\_\_\_\_\_  
Jennifer Bruns  
Corporate Officer

Item No.	Agenda item	Time
2-g	For information: District of Sicamous Memo re: enforcement measures against aquatic invasive species	9:20

**PDistrictof Sicamous**

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# Memo

**To:** Southern Interior Local Government Association

**From:** District of Sicamous Council

**Date:** February 22, 2021

**Re:** Certified Resolution 21-068  
Enforcement for the protection of waterways from Aquatic Invasive Species

District of Sicamous Council's concern for the wellbeing of its community, province, and country inspired Resolution 21-068 which calls for tougher enforcement measures to prevent the spread of Aquatic Invasive Species (AIS) in Canada.

While Sicamous, home to Shuswap and Mara lakes, is particularly vulnerable to the spread of AIS, the detrimental effects are not limited to our community and would have environmental, economic, and social consequences province- and country-wide.

Council has long supported federal and provincial prevention efforts that have largely focused on educating the public through awareness campaigns and voluntary compliance. The Canadian Action Plan to Address the Threat of Aquatic Invasive Species states: "...there are few specific regulations directed at recreational and commercial boating related to preventing the spread of aquatic invasive species."

Watercraft inspection stations, like those in BC that target recreational boaters through awareness and compliance, are simply unable to inspect all watercraft transported between waterways due to limited operational hours. Fines are issued to motorists who fail to stop at these mandatory inspection stations; however, the fine is minimal considering the potential consequences of spreading AIS. While the federal Fisheries Act and provincial Wildlife Act, both contain sections which make unauthorized fish introductions illegal and include prosecution for such activity, there is no legislation around the transport of watercraft without proper decontamination.

Council, therefore, submits Resolution 21-068 which calls on the province and federal government for increased enforcement, tougher penalties and the introduction of legislation that criminalizes the transport of watercraft and floatplanes between waterways without first decontaminating.

Item No.	Agenda item	Time
3	Old business: Draft summary of the Water Monitoring Group meeting, March 2 <sup>nd</sup> 2021	9:20

**Shuswap Water Quality Monitoring Group**  
**March 2<sup>nd</sup> 2021 | 1:00 PM – 3:40 PM**  
**Virtual meeting held via 'Zoom'**

Draft meeting summary as at March 2<sup>nd</sup> 2021

This summary is subject to correction at the next Monitoring Group meeting

**Attendance**

Priscilla Cheung - First Nations Health Authority (*from 1:10*)  
Sue Davies - Columbia Shuswap Invasive Species Society  
Dennis Einarson - BC Ministry of Environment and Climate Change Strategy  
Warren Fortier - Little Shuswap Lake Band (*from 1:20*)  
Connie Hewitt - Regional District of North Okanagan  
Robyn Hooper - Columbia Shuswap Invasive Species Society  
Hamish Kassa - Columbia Shuswap Regional District  
Kym Keogh - BC Ministry of Environment and Climate Change Strategy (*to 2:30*)  
Robyn Laubman - Yucwmenlúcwu (Caretakers of the Land), Splatstin Development Corporation  
Joe Matias - Village of Chase  
Colan Morrow - District of Sicamous  
Rob Niewenhuizen - City of Salmon Arm (*to 3:15*)  
Gerry Rasmussen - City of Salmon Arm (*to 3:15*)  
Diana Tesic-Nagalingam - Interior Health Authority  
Lucie Thomson - BC Ministry of Environment and Climate Change Strategy (*to 3:00*)  
Christina Yamada - Interior Health Authority (*to 2:45*)  
Andrea Zemanek - BC Parks

Erin Vieira - Fraser Basin Council (SWC program manager)  
Mike Simpson - Fraser Basin Council (SWC program manager)

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**Summary of discussions and action items**

Erin welcomed all present and acknowledged Secwepemc Territory, introductions took place.

The draft summary of the last meeting (December 1<sup>st</sup> 2020) was approved without any revisions.

**1. Monitoring and public communications during an algal bloom**

Erin briefly reviewed the need to improve the response to future blooms with water monitoring and public communications (this was a discussion point at the December 2020 Water Monitoring Group meeting). Erin asked a question of the group: who can be part of monitoring a future algal bloom? Christina Yamada offered that Interior Health Authority (IHA) could provide a small cooler and sample bottles for anyone willing to collect algal samples. Additionally, she suggested that the IHA office in Salmon Arm could be a drop-off point for samples, and that IHA would pay for shipping and lab costs. Ms. Yamada noted that IHA staff can do some field tests for the presence/absence of microcystin toxin, but



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3	Old business: Draft summary of the Water Monitoring Group meeting, March 2 <sup>nd</sup> 2021	9:20

IHA does not have staff capacity to collect frequent samples during an algal bloom (she commented that many IHA staff have been deployed to the pandemic response).

Representatives of Columbia Shuswap Invasive Species Society (CISIS), BC Parks, Columbia Shuswap Regional District, First Nations Health Authority, Little Shuswap Lake Band, and City of Salmon Arm offered to collect samples when they are in the watershed doing monitoring as part of their programs. They would potentially be able to collect samples from their regular monitoring locations. Many noted that algal monitoring is not part of their mandate. Some organizations may have the use of a watercraft; others would be collecting samples from shorelines or docks.

BC Ministry of Environment commented that they have staff on the lakes twice per year, spring and fall, for regular monitoring. BC MOE does not have staff capacity to respond to an algal bloom with frequent monitoring.

Lucie Thomson reported that her group within BC MOE is developing a website for the public to learn about and report algal blooms. This will enable more citizen engagement. The website will be up and running this spring (April-May 2021). Ms. Thomson clarified that the website will not be used for reporting current algal conditions.

Two people commented on the lack of a single entity being available on short notice to monitor a bloom; some commented that this is the BC MOE's mandate. Ms. Thomson commented that BC MOE staff may be able to help with algal taxonomic identification, this would be dependent on staff availability. She also noted that the BC MOE has a contract with a taxonomist, and other organizations could engage that contractor with the same rates.

Mike Simpson suggested that SWC staff create a document describing who has offered to be part of monitoring an algal bloom, including where and how often they could collect samples and what resources they have. Ms. Yamada remarked that a Shuswap-region specific chart would be very helpful to IHA, and it would complement the Cyanobacteria Decision Protocol. She offered to review a draft.

Action item: SWC staff will follow up with those who indicated potential ability to monitor algal blooms.

Action item: SWC staff will circulate the 'draft local response plan' by May 2021.

Next, Erin asked the group for their input on how to keep the public better informed during an algal bloom. She re-iterated that the SWC, CSRD, and City of Salmon Arm received several inquiries and comments last summer regarding the bloom, and that there is a strong desire from the public for more regular updates during an algal bloom. Erin clarified that people want to know where and when it's safe to swim. Erin relayed that the SWC does not want to take the lead on algal bloom communications but would happy to support the IHA.

Ms. Yamada offered that IHA take the lead in issuing Public Service Announcements (PSAs) during an algal bloom. The messaging would be consistent with messaging already developed in HealthLink files (e.g., [Cyanobacteria Blooms](#)). IHA could update a PSA whenever new monitoring results are available, and a map could be included to indicate areas of low-risk, or where swimming isn't recommended. IHA would then share the updated PSA publicly, and share it with organizations such as SWC, municipalities, First Nations, First Nations Health Authority, regional districts, etc. for further distribution. Several people remarked that this would be a very good improvement in public communications. Hamish Kassa



Item No.	Agenda item	Time
3	Old business: Draft summary of the Water Monitoring Group meeting, March 2 <sup>nd</sup> 2021	9:20

commented that it would be nice to have updated PSAs on a regular interval, regardless of new information or not, to assure the public of the latest conditions.

Action item: SWC staff will compile a PSA distribution e-mail list for IHA, including all the Water Monitoring Group organizations.

Erin suggested that later in the Spring, SWC prepare a media release describing the algal bloom response plan, including monitoring and communications, and announcing the new BC MOE website for learning about and reporting algal blooms.

Action item: SWC prepare a media release later this Spring (~ May 2021).

## **2. 2021 Shuswap watershed water quality monitoring**

A spreadsheet containing details of various organizations' water quality monitoring plans for 2021 was reviewed on screen. Monitoring Group members helped to fill in the spreadsheet with details of their organizations' water monitoring plans.

Lucie Thomson explained that the BC MOE is preparing a funding proposal to support volunteer stewardship monitoring programs in White Lake and Monte Lake for three years, beginning in 2021.

Action item: Some Monitoring Group members will get back to Erin with more information about their organizations' monitoring plans:

- Warren: Scotch Creek stewardship plan and monitoring
- Rob: beach monitoring
- Hamish or Ben: beach monitoring

Erin brought forward a request for funding support on behalf of the Columbia Shuswap Invasive Species Society. CSISS is requesting \$15,000 to go toward enhanced monitoring throughout the Shuswap watershed for early detection of Zebra and Quagga Mussels. This request was supported unanimously by the Monitoring Group.

Dennis Einarson also presented a request for funding support in the amount of \$4400 to support monitoring additional sites on Shuswap Lake by the BC MOE. This request was supported unanimously by the Monitoring Group, but Dennis later withdrew the request as the BC MOE has been able to commit the funds for this monitoring program in 2021.

Action item: Erin will prepare a memo to the SWC describing CSISS' request for funding support, for consideration at the March 10<sup>th</sup> SWC meeting.

## **3. 2020 Water Quality Summary Report**

The Monitoring Group briefly discussed opportunities for data or articles to be included in the SWC's 2020 Shuswap Watershed Water Quality Summary Report. Dennis Einarson remarked that the BC MOE did not do its regular Spring monitoring in 2020 due to Covid-19 (but Fall sampling was done), therefore the dataset will be reduced. He also remarked that the Shuswap Lake assessment document and the Salmon River attainment monitoring reports are in final stages; some of the information in these Ministry documents may be shared in the SWC Water Quality Report.

Item No.	Agenda item	Time
3	Old business: Draft summary of the Water Monitoring Group meeting, March 2 <sup>nd</sup> 2021	9:20

#### **4. Roundtable Updates**

Sue Davies commented that Columbia Shuswap Invasive Species Society will continue monitoring the Shuswap watershed for early signs of invasive zebra and quagga mussels (not known to be present in the Shuswap or BC); CSISS also plans to continue with extent surveys for invasive freshwater clams (discovered in 2020).

#### **5. Next Meeting**

The next meeting will take place in late November or early December 2021, Erin will seek a date a few weeks in advance.

The tentative agenda will include reviewing 2021 water quality monitoring programs and results, and reviewing the 2020 Shuswap Water Quality Summary Report.

Meeting adjourned at 3:40 PM.

Item No.	Agenda item	Time
4	Report from Program Managers	9:50

## Report from Program Managers - Financial update to end of third quarter (April 1<sup>st</sup> - December 31<sup>st</sup> 2020)

### REVENUE

Source	(\$)
Surplus (from March 31 <sup>st</sup> , 2020)	241,995
CSRD (Areas C, D, E, F, and District of Sicamous) *	160,000
TNRD	53,600
City of Salmon Arm	40,000
Adams Lake Indian Band	1300
RDNO (Area F)	5000
Grant funding: <i>Boating Safety Contribution Program</i> (Transport Canada)	20,550
<b>Total revenue</b>	<b>522,445</b>

\* The 2020-21 budget that was approved on March 11<sup>th</sup> 2020 initially had a \$25,000 deduction from the CSRD's contribution to account for the cost of a voter assent process. A voter assent process is not taking place in this fiscal year therefore the deduction has been removed from the SWC's revenue.

### EXPENSES

Program (per 2020-21 work plan) (April 1 <sup>st</sup> - December 31 <sup>st</sup> 2020)	Budget (\$)	Expenses (\$)
Water Quality Monitoring	35,200	19,715
Water Quality Protection	113,600	63,738
Zebra & Quagga Mussel Prevention	35,400	28,414
Safe Recreation	27,400	20,552
Communications & Advocacy	68,700	54,139
Management & Administration	43,150	29,245
<b>Sub-total Operational Program Expenses</b>	<b>323,450</b>	<b>215,802</b>
Operating Reserve	198,995	0
<b>Total expenses</b>	<b>522,445</b>	<b>215,802</b>

Item No.	Agenda item	Time
5-a	New business: Workplan and budget for 2021-22	10:00

## 2021-22 Workplan and budget

<b>Projected revenue</b>	<b>\$</b>
2020-21 Surplus (projected)	45,000
Operating reserve	198,995
<i>Per Contribution Agreement:</i>	
CSRD (Areas C, D, E, F, and District of Sicamous)	97,200
TNRD	32,590
City of Salmon Arm	24,320
Adams Lake Indian Band	790
<i>Grant funding applied for (not confirmed):</i>	
Environment Canada Eco-Action Program	95,000
Department of Fisheries and Oceans Habitat Stewardship Program	0
<b>Total revenue</b>	<b>493,895</b>
<b>Work plan and expenses</b>	<b>\$</b>
<b>Water Quality Program</b>	
Water Monitoring Initiative	
Facilitate the Shuswap Water Monitoring Group	7750
Implement the watershed water quality monitoring plan	15,800
<i>Sub-total Water Monitoring Initiative</i>	23,550
Water Protection Initiative	
Facilitate the Water Protection Advisory Committee	7600
Water quality grant program	190,200
Develop phosphorus action plan	8850
<i>Sub-total Water Protection Initiative</i>	206,650
<b>Zebra and Quagga Mussel Prevention Program</b>	
Education, outreach and advocacy	34,500
<b>Recreation Safety Program</b>	
Implement safety campaigns	17,650
Provide safety equipment	3900
<i>Sub-total Recreation Safety Program</i>	21,550
<b>Communications</b>	
Collateral	11,700
Public engagement	19,500
Annual water quality summary	16,900
<i>Sub-total Communications</i>	48,100
<b>Administration</b>	
Council administration	25,500
Financial management and fund development	16,000
<i>Sub-total Administration</i>	41,500
<b>Sub-total operational expenses</b>	<b>375,850</b>
Operating Reserve (includes \$20K Contingency Fund)	118,045
<b>Total Expenses</b>	<b>493,895</b>

Item No.	Agenda item	Time
5-b	New business: Memo from Water Monitoring Group	10:00

## MEMORANDUM

To: Shuswap Watershed Council

From: Erin Vieira, SWC Program Manager, on behalf of the Shuswap Water Quality Monitoring Group

Date: for March 10<sup>th</sup> 2021 SWC meeting

RE: Request for funding to support water quality monitoring in 2021 - for inclusion in 2021-22 SWC budget

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### Background

The Shuswap Water Quality Monitoring Group consists of representatives from various organizations that monitor water quality in the Shuswap watershed. The primary roles of the Monitoring Group are to discuss and share information about their respective water quality monitoring activities, and consider the coverage of monitoring activities at the watershed scale.

### Request for funding

The Monitoring Group met on March 2<sup>nd</sup> 2021 and discussed their organizations' water quality monitoring plans for 2021. One request for funding from the SWC to support water quality monitoring was brought forward:

1. \$15,000 for Zebra and Quagga Mussel early detection monitoring in the Shuswap watershed

This work would be carried out by the Columbia Shuswap Invasive Species Society (CSISS). Funding from the SWC will leverage other grants and in-kind contributions from CSISS, and enable CSISS to conduct more thorough early detection monitoring for invasive Zebra and Quagga Mussels at 16 sites on nine water bodies within the Shuswap watershed. The contribution from SWC would cover CSISS expenses including staff time, equipment and supplies, travel, and administration.

Item No.	Agenda item	Time
5-c	New business: SWC Terms of Reference	10:55

## Shuswap Watershed Council Terms of Reference

[Item deferred from the December 9<sup>th</sup> 2020 Shuswap Watershed Council meeting]

The Terms of Reference (TOR) sets the governance framework for the SWC. The Terms of Reference have undergone minor revisions since it was established in 2014; the current version is V. 5, dated March 2019. They can be found on the SWC website through [this link](#).

As the Shuswap Watershed Council nears the completion of its five-year plan in March 2021 and prepares to implement its new Strategic Plan for 2021-26, this is a timely opportunity to review the TOR and make updates to it. Some minor ‘housekeeping’ updates are required; these are recommended by staff, and detailed on subsequent pages of this agenda package. Refer to the current TOR (v. 5, March 2019) for comparison [here](#). Additionally, the TOR need some more significant updates pertaining to decision-making and membership. These have come up in discussions around the Council table for the past two years, see below for a summary of points that have been raised. Refer to the SWC membership in the Terms of Reference (Section 4).

### Background information and discussion questions:

#### 1. Can First Nations representation/membership be improved?

- Currently, there are two seats for representatives from the Secwepemc Nation, both of which are from Adams Lake Indian Band
- There are four other Secwepemc communities within the watershed, in addition to ALIB: Little Shuswap Lake Band, Neskonilth, Splatins, and Shuswap Indian Band.
- Currently, the Shuswap Nation Tribal Council makes appointments to the SWC. Little Shuswap Lake Band is not part of SNTC (therefore could never be appointed to the SWC through this process).
- There is another tribal organization, Pespesewllkwe, that represents the five aforementioned Secwepemc communities within the watershed that may be better suited to make appointments to the SWC on behalf of its membership
- The Syilx (Okanagan) Nation also asserts territory in part of the watershed. There is a seat for a Syilx representative, but it’s never been filled.

#### 2. Should there be additional provincial government agency participation?

- Currently, there is one seat for a representative from each of the BC Ministry of Environment and Climate Change Strategy, and the BC Ministry of Agriculture, Food, and Fisheries.
- Does the BC Ministry of Forests, Lands, Natural Resource Operations and Rural Development have a water quality mandate, and should they have a seat at the SWC?
- Should Interior Health have a seat at the SWC (due to their mandate for recreational water quality)? They are currently an active participant on the Water Monitoring Group.

#### 3. Should there be additional local government participation?

- Currently, there are two seats for representatives from the Regional District of North Okanagan, which are filled by the Directors for Area D and Area F

Item No.	Agenda item	Time
5-c	New business: SWC Terms of Reference	10:55

- There is one additional Electoral Area of RDNO within the watershed (Area E) and three municipalities (City of Enderby, Village of Lumby, Township of Spallumcheen).

4. Should there be other organizations or perspectives represented at the SWC? In previous SWC meetings, it has been suggested community organizations such as Shuswap Waterfront Owners Association or neighborhood associations be represented at the SWC. It's also been suggested that certain perspectives, including agriculture, tourism, and forestry, be represented.

5. Other considerations for representation/participation

- What is the optimal number of seats at the SWC table? How big is too big?
- Are some individuals or organizations best utilized on technical committees, and not on the Council?
- There are four community representatives - should these be re-structured to represent certain perspectives?

6. Other considerations for decision making

- If the SWC membership is changed, do voting requirements and quorum also need to change? See TOR Section 5.
- Provincial government agency representatives currently don't have any voting rights. Should this be amended?

Item No.	Agenda item	Time
5-c	New business: SWC Terms of Reference	10:55

## **SWC Terms of Reference - minor updates** (highlighting denotes changes)

### Terms of Reference **v. 6**

#### **1. Background**

**[Omission]**. The Shuswap Watershed Council (SWC) was created in 2014 with a mandate to facilitate collaboration for water quality monitoring, protection, and reporting, and increase awareness for safe recreation on the water. During 2014 - 2015, the SWC developed its programs, governance, and funding model.

#### **2. Shuswap Watershed Council Purpose**

The SWC provides direction and representation to the implementation of its Water Quality and Safe Recreation programs, as set out in its **Strategic Plan for 2021 - 2026**

#### **3. Shuswap Watershed Council Role**

The role of the SWC is to:

- Increase collaboration of all relevant parties in the Shuswap watershed
- Provide direction and oversight for the implementation of its programs
- Monitor risks and quality of program implementation, and provide course correction as needed
- Approve budget and annual reports
- **[Omission]**
- Receive scientific and technical input, and approve plans and budgets from the Shuswap Water Quality Monitoring Group and the Shuswap Water Protection Advisory Committee

All SWC members sign and abide by a Guiding Principles document. See [Shuswap Watershed Council Principles 6May2015.pdf](#)

#### **4. Shuswap Watershed Council Membership**

The SWC is composed of up to 19 members:

Columbia Shuswap Regional District	4 members (1 each from Areas C, D, E, F)
Thompson-Nicola Regional District	2 members
City of Salmon Arm	1 member
District of Sicamous	1 member
Secwepemc Nation	2 members
North Okanagan Regional District	2 members
Okanagan Nation	1 member
BC Ministry of Environment	1 member
BC Ministry of Agriculture	1 member
Community	up to 4 members

##### **4.1 Recommendations and Appointments**

Appointments to the SWC are made as follows<sup>1</sup>:

- Members from regional and municipal governments must be elected officials
- Representatives from the CSRD are those directors representing Areas C, D, E and F

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<sup>1</sup> This conforms with CSRD Bylaw 5705 that establishes the Shuswap Watershed Council Service (refer to Bylaw Article 7 for more information)



Item No.	Agenda item	Time
5-c	New business: SWC Terms of Reference	10:55

- Other than the CSRD, representatives from regional, first nation, and municipal governments are recommended to the SWC at the discretion of their respective Council or Board and appointed by the CSRD Chair
- Representatives from provincial agencies are recommended to the SWC by their respective agency, and appointed by the CSRD Chair
- Community representatives are recommended to the SWC through a process of evaluation of expressions of interest and appointed by the CSRD Chair.

#### 4.2 Community representatives

Community representatives must:

- Be prepared to commit time and energy to participate on the SWC without remuneration
  - Travel expenses associated with attending SWC meetings will be compensated at a rate consistent with BC government rates (See Article 10)
- Be committed to a three-year term, with opportunity for renewal
- Be committed to examining issues and ideas objectively.

The participation of a community representative on the SWC includes:

- Attendance at quarterly meetings, held within the Shuswap area (see Article 11) or held virtually
- Communications by e-mail.

It is desirable for a community representative on the SWC to show that they:

- Has a demonstrated track record of commitment to the community
- Has experience working in a collaborative/committee setting
- Resides in the Shuswap watershed.

#### 4.3 Terms

Members' terms are as follows:

- Representatives from regional, first nation, and municipal governments serve one-year terms, and may be re-appointed for subsequent terms at the discretion of their respective Council or Board
- Representatives from provincial agencies and the public serve 3-year terms
  - Representatives from provincial agencies may be re-appointed for subsequent terms.

**[Omit 4.4 - duplication]**

### 5. Decision Making

The SWC makes decisions by consensus whenever possible.

#### 5.1 Voting rights

When a vote is required, rights are granted on the following basis:

- All rights (i.e., financial and non-financial decisions) are granted to elected officials or their alternates representing organizations that make a financial contribution (see Article 10)
- Voting on non-financial issues is granted to representatives from the Okanagan Nation, the North Okanagan Regional District, and the community
- Representatives of provincial agencies do not have voting rights.

Item No.	Agenda item	Time
5-c	New business: SWC Terms of Reference	10:55

## 5.2 Financial and Non-financial decisions

Financial decisions are made by vote as follows:

- Quorum for financial decisions is 75% of SWC membership with financial voting rights
- Financial decisions are made by two-thirds majority of those present with financial voting rights.

When a vote is required, non-financial decisions are made as follows:

- Quorum for non-financial decisions is 50% of SWC membership with voting rights
- Non-financial decisions are made by simple majority of those with voting rights.

## 5.3 Casting votes

Each member with voting rights is assigned one vote. Participation in meetings, including voting, may take place via tele-conference.

## 5.4 Alternates

The SWC will honour alternates set up by the members' organizations. Therefore, alternates are permitted for elected members of the SWC representing regional districts, municipalities, and **First Nations governments**. Alternates are selected by the respective organization. Community representatives and representatives of provincial agencies do not have alternates.

## 6. Chair and Vice Chair

The SWC will elect a Chair and Vice Chair from among its members for one-year terms.

### 6.1 Election of Chair and Vice Chair

Following the terms for non-financial decisions (per 5.2), the election of a chair and vice chair will take place as follows:

- Elections will take place at the first meeting of the calendar year, presided over by the program managers
- Chair and Vice Chair appointments are for one year
- Nominees must be present at the meeting, or nominations may be submitted to the Program Manager in advance of the SWC meeting at which elections take place. The latter requires a letter of nomination from the nominator and a letter of acceptance from the nominee.
- Elections will take place by secret ballot, unless election is made by acclamation. **If the meeting at which the election is taking place is being held virtually, votes may be submitted by e-mail to the Program Manager.**
- Election of Chair and Vice Chair is a non-financial decision, therefore simple majority is required for election and quorum is 50%.

### 6.2 Chair and Vice Chair Roles and Responsibilities

Further to the purpose and role of the SWC described in Article 3, the role of the Chair will be to:

- Champion and be an ambassador for the SWC's programs
- Ensure committee members are aware of their roles and responsibilities
- Bring issues and correspondence before the SWC for discussion
- Be a spokesperson
- Chair SWC meetings
- Liaise with program managers on the following, but not limited to:
  - Setting meeting agendas
  - Key program deliverables and achievements

Item No.	Agenda item	Time
5-c	New business: SWC Terms of Reference	10:55

- Controversial issues
- Collaborate with program managers on communications materials
- Approve invoices from the program managers.

The role of the Vice Chair will be to:

- Support the Chair in the activities described above
- Act as Chair in the Chair's absence.

## 7. Liaise with Water Quality Monitoring Group and Water Protection Advisory Committee

The SWC will be supported by the Water Quality Monitoring Group and the Water Protection Advisory Committee, each of which have their own committee Terms of Reference. From time to time, the SWC may refer information or requests to the Monitoring Group or Advisory Committee for discussion and recommendations.

Summaries from the Monitoring Group and Advisory Committee meetings will be included in SWC agenda packages, to be received for information.

## 8. Comments in Public or the Media

Council members should refer all questions and inquiries from the media to the Chair, Vice Chair or program managers. When speaking publicly, Council members must convey the interest of the SWC.

## 9. Term

The term for this document is April 1<sup>st</sup> 2021 to March 31<sup>st</sup> 2026. The Terms of Reference are subject to revision.

## 10. Funding and Compensation

The Contribution Agreement sets out the financial contributions from the funders<sup>2</sup>.

Community representatives will receive compensation for travel expenses incurred for attending SWC meetings at a rate consistent with BC Government rates.

All other SWC members or their respective organizations will fund their expenses related to their participation.

## 11. Administration

- The SWC will meet quarterly
- Meeting dates will be convenient to the majority of the members
- Meeting dates will be set for a calendar year, early in that year
- Meetings will be open to the public and advertised in a manner consistent with CSRD Bylaw 5648, Regional District Board and Committee Procedures Bylaw
- The program managers will be responsible for:
  - Preparing meeting agendas, with the Chair and Vice Chair, and distributing meeting materials
  - Recording decisions and action items, and preparing meeting summaries
  - Making arrangements for meeting venues and refreshments.

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<sup>2</sup> [Shuswap Watershed Council contribution agreement 2021-2023 SIGNED.pdf](#)