



**AGENDA PACKAGE FOR:**

**Council Meeting**  
**Monday September 19<sup>th</sup> | 10:30 AM – 2:30 PM**  
**Columbia Shuswap Regional District Boardroom**  
**555 Harbourfront Drive NE, Salmon Arm**

**Contents**

1. May 3<sup>rd</sup> SWC meeting summary for approval, and signature from Chair
2. Report from Program Managers – financial update for information
3. Report and recommendation from SWC Water Protection Advisory Committee – request for financial support
4. Report from Program Managers – update on Recreation Safety Education Program for information

Item No.	Name	Time on Agenda
1	May 3 <sup>rd</sup> SWC meeting summary for approval and signature	10:40

Council Meeting  
 May 3<sup>rd</sup> 2016 | 10:00 AM – 2:30 PM  
 Columbia Shuswap Regional District Boardroom  
 555 Harbourfront Drive, Salmon Arm

### Record of Decisions and Action Items

#### Meeting objectives

1. Finalize SWC Terms of Reference
2. Review and discuss communications material
3. Receive Water Monitoring Plan and Water Protection Initiative updates for information; approve SWC-funded monitoring activities
4. Review and approve Recreation Safety Education Program activities for 2016

#### Present

Paul Demenok, Chair – CSRD Area ‘C’  
 Larry Morgan, Vice Chair – CSRD Area ‘F’  
 Rene Talbot – CSRD Area ‘D’  
 Rhona Martin – CSRD Area ‘E’  
 Nancy Cooper – City of Salmon Arm  
 Todd Kylo – District of Sicamous  
 Rick Berrigan – TNRD, Village of Chase  
 Herman Halvorson – RDNO, Area ‘F’  
 Tundra Baird – RDNO, City of Enderby  
 Dennis Einarson – BC Ministry of Environment  
 Laura Code – BC Ministry of Agriculture  
 Ray Nadeau – Community representative  
 Randy Wood – Community representative  
 Lorne Hunter – Community representative

Erin Vieira and Mike Simpson – Fraser Basin Council

Observer(s): Bo Wilson

#### Regrets

Peter Milobar – TNRD, City of Kamloops  
 Greg Witzky – Secwepemc Nation, Adams Lake Indian Band  
 Dave Nordquist – Secwepemc Nation, Adams Lake Indian Band

**Call to Order**                      The meeting was called to order at 10:00 AM

**In Camera**                              Moved/Seconded by Directors Morgan/Talbot that:  
 Pursuant to Section 90(1)(a):

- *Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the Regional District or another position appointed by the Regional District*

of the Community Charter, the SWC move In Camera.

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**CARRIED**

The regular meeting of the SWC reconvened at 10:10 AM.

Lorne Hunter, Randy Wood, and Ray Nadeau joined the meeting at this time.

**Adoption of Meeting Summary**

Moved/Seconded by Directors Morgan/Martin that:  
The meeting summary of the February 10<sup>th</sup> 2016 meeting of the SWC be adopted.

Discussion:

- Ray Nadeau noted that the Program Terms of Reference [Shuswap Watershed Water Quality Program Terms of Reference] was absent from the meeting summary; he emphasized the utility of the document. Mike Simpson explained that the elements of the document were built into the SWC's five-year program. Chair Demenok suggested that the Program Terms of Reference be archived on the website to eliminate confusion.
- Director Halvorson noted one spelling error on the meeting summary.

**CARRIED**

**Action Item:** program managers to archive the SWWQP Terms of Reference on the SWC website, and correct the spelling mistake on the adopted meeting summary.

**Correspondence**

For information: Letter to Premier Clark and Minister Polak re: Invasive Mussels Defence Program

Discussion:

- Director Martin commented that the action undertaken by the Province and its partners is a good first step, and there is more work to be done.
- Chair Demenok inquired as to why the boat inspection stations are not set up at borders. Dennis Einarson stated that the stations are mobile and volunteered to find out the reason for not stationing the borders.

**Action Item:** Dennis Einarson will inquire with MOE staff re: inspection station locations.

**Report from Chair**

Chair Demenok reminded SWC members that the SWC is now a Standing Committee of the CSRD, and new procedures are in place.

A recent houseboat sinking in Eagle Bay has raised concerns over potential impacts to water quality, and raised the issue of jurisdiction

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over sunken vessels in inland fresh water.

There have been reports of dead-heads and debris in the lake, which can create safety concerns. The Chair noted that there isn't a debris removal program for the lakes.

Discussion:

- Director Martin commented that debris clean-up in the lakes would be challenging as there is new input of debris after a rain event. In lieu of clean-up, raising awareness of the debris and the threat to boaters would be beneficial.
- Mayor Berrigan indicated support for media coverage of the issue and suggested flagging dead-heads to make them more visible to boaters.
- Director Halvorson commented that logs may be escaping from booms; could request clean-up activities from forest licences

**Action item:** program managers to prepare media release re: floating and partially submerged debris, and contact mills about debris removal.

**Terms of Reference**

Moved/Seconded by Director Morgan/Mayor Berrigan that:  
The Shuswap Watershed Council Terms of Reference (v.3) Section 10 be amended to provide mileage compensation to Community Representatives at a rate of \$0.50/km;

And that:

The Shuswap Watershed Council Terms of Reference (v.3) Section 4.2 be amended to become consistent with the provisions of Section 10;

And further that:

The Shuswap Watershed Council Terms of Reference (v.3) Section 5.1, second point, be amended to include the Okanagan Nation as having voting rights for non-financial issues.

Discussion:

- Chair Demenok conveyed that Adams Lake Indian Band has expressed a desire to provide financial support to the SWC. Mike Simpson clarified that the two spots on the SWC are given to the Secwepemc Nation, who makes appointments to the SWC at their discretion. Some discussion took place about how to enable a financial contribution.

**CARRIED**

**Action item:** program managers will amend and finalize the SWC Terms of Reference v.3 accordingly.

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**Action item:** program managers will arrange a meeting of Chair Demenok, Vice Chair Morgan, and Councillors Witzky and Jules.

**Report from Program Managers**

Erin Vieira reported on the program managers' activities since the February 10<sup>th</sup> 2016 SWC meeting:

- Supported selection committee in interviewing candidates for Community Representative positions
- Liaised with CSRD administration re: CSRD Bylaws 5705 and 5648
- Facilitated Water Monitoring Group meeting on March 10<sup>th</sup>
- Established contract with UBC-Okanagan for Phosphorus research (as part of the Water Protection Initiative)
- Solicited participation for Water Protection Advisory Committee
- Worked with graphic artist to create three logo options
- Researched recreation safety and developed program for 2016
- Prepared letter to Premier Clark and Minister Polak re: invasive mussels defence program
- Ongoing communications and public engagement

Mike Simpson reported the expenses for the period April 1<sup>st</sup> 2015 – March 31<sup>st</sup> 2016:

- \$40,340 on water quality monitoring (deficit of \$5340)
- \$42,965 on activities related to 'incubation' of the five-year proposal in 2015 (surplus of 57,036)
  - It was noted \$0 against the \$40,000 budgeted for activities related to a voter assent process were spent
  - It was further noted that the contingency of \$4546 was not spent
- The year-end variance is a \$56,240 surplus

**Action item:** program managers to send the Water Monitoring Group Terms of Reference to the SWC members for their information.

**SWC brand options**

Erin Vieira presented the three draft logo/brand options for the SWC. A discussion took place and Council members expressed their preference(s).

Chair Demenok called a vote. A majority of SWC members prefer brand Option 'C'.

Discussion:

- Director Morgan requested that the social media version of brand Option 'C' be modified slightly

**Action Item:** program managers to work with graphic artist to finalize the logo and incorporate into communications materials, website, and social media platforms.

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**Water Monitoring Plan**

Erin Vieira presented the 2016 watershed-wide Water Quality Monitoring Plan, for information.

**Action item:** program managers to integrate the monitoring activities of the Water Protection Initiative (Phosphorus research) into the monitoring activities table.

**Request for Funding Approval – Water Monitoring**

Erin Vieira conveyed the request for funding for water monitoring activities from the Water Monitoring Group as follows:

- \$13,614 for Salmon River monitoring activities
- \$2500 for data uploads to the province-wide database

Erin clarified that these items are within the \$27,000 budget in the five-year plan.

Moved/Seconded by Directors Morgan/Talbot that:  
The request for funding water monitoring expenses be approved

Discussion:

- Dennis Einarson relayed that he has secured some funds from a provincial fund for the Salmon River monitoring, and that the BC Ministry of Environment has committed staff time to the program. The contribution from the SWC makes up the difference required to fulfill the Salmon River monitoring program.

**CARRIED**

**Water Protection Initiative**

Mike Simpson presented an update on the activities completed under the Water Protection Initiative, for information:

- The Water Protection Advisory Committee has been formed with various representation; a draft Terms of Reference for the committee is complete and the first meeting will take place later in May (TBC)
- Fraser Basin Council has entered into a three-year research contract with UBC-Okanagan on behalf of the SWC for the Phosphorus research project

**Action item:** program managers to ensure statistical analysis of consistency of data with Dr. Jeff Curtis

**Recreation Safety Education Program**

Erin Vieira presented the Recreation Safety Education Program for 2016.

Moved/Seconded by Directors Martin/Talbot to approve the program as presented.

Discussion:

- Director Martin suggested targeting media advertising with

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community newspapers' long-weekend inserts

- Director Talbot suggested placing print materials on houseboat vessels
- Councillor Baird suggested supporting the National Lifejacket Day (May 19<sup>th</sup> 2016) campaign
- Director Demenok suggested coordinating lifejacket kiosks with the Shuswap Lifeboat Society, Shuswap Tourism and the Chambers of Commerce

**CARRIED**

**Action item:** program managers will follow up with all organizations to ensure a coordinated approach to lifejacket kiosks.

**Action item:** program managers will promote National Lifejacket Day via social media

**Discussion:  
information-sharing within SWC**

Erin Vieira requested that SWC members share items of interest (e.g., water quality or water safety) with the SWC via e-mail, at their discretion.

**Action item:** program managers to ensure SWC members have an up-to-date membership list with contact information.

**Adjourn**

Moved/Seconded by Directors Morgan/Talbot that:  
The meeting be adjourned.

**CARRIED**

The meeting adjourned at 1:40 PM

**CERTIFIED CORRECT:**

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Chair

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2	Report from Program Managers - financial update for information	10:50

### Staff Report: Finances to end of first quarter (June 30<sup>th</sup> 2016)

<b>INCOME</b>			
Source	Amount budgeted (\$)	Amount received (\$)	Difference (\$)
Surplus SWC funds (2015-16)	56,240	56,240	0
TNRD	53,600	53,600	0
CSRD (C, D, E, F and District of Sicamous)	108,900	108,900	0
City of Salmon Arm	40,000	40,000	0
<b>Total</b>	<b>259,640</b>	<b>259,640</b>	<b>0</b>

<b>EXPENSES</b>			
Activity (per 5-yr plan)	Budget (\$)	Totals Q1 <sup>1</sup> (\$)	Budget remaining at July 1 <sup>st</sup> 2016
Water Quality Monitoring – team/annual work planning (TH645)	6000	1733	4267
Water Quality Monitoring Expenses (TH646)	34,300	0	34,300
Water Quality Monitoring – database/access to data (TH647)	10,000	0	10,000
Water Quality Monitoring – investigate historical data (TH648)	0	0	n/a
Water Quality Monitoring – exploratory monitoring (TH649)	7500	0	7500
Water Quality Monitoring – contingency	20,000	0	20,000
Water Quality Protection – advisory committee (TH650)	5500	6501	-1001
Water Quality Protection – Phosphorus research (TH651)	50,000	46,533	3467
Water Quality Protection – water quality improvement projects/remediation (TH652)	10,000	0	10,000
Water Quality Protection – nutrient management education (TH653D)	6000	0	6000
Water Quality Protection – promote other information (TH653E)	1000	400	600
Recreation Safety Education campaigns (TH654)	9500	7384	2116
Communications – SWC brand (TH655A)	5000	2667	2333
Communications – collateral (TH655B)	10,000	1192	8808
Communications – public engagement (TH656)	8000	3494	4506
Communications – annual water quality report (TH657)	4500	0	4500
Management and facilitation (TH658)	13,000	4714	8286
Administration and fund development (TH659)	16,000	2973	13,027
<b>Total to-date</b>	<b>216,300</b>	<b>77,592</b>	<b>138,708</b>

<sup>1</sup> Q1 = April 1<sup>st</sup> 2016 – June 30<sup>th</sup> 2016

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3	Report and recommendation from WP Advisory Committee – request for financial support	11:10

## Report and recommendation from SWC Water Protection Advisory Committee

### Background

In SWC's five-year plan for the Water Quality Program > Water Protection Initiative, the first activity was to establish an advisory committee with representation from the agriculture industry, academia, governments, and stewardship groups. The roles of the advisory committee would be to oversee and provide valuable input to the implementation of the following activities in the Water Protection Initiative:

- Activity C: Support remediation and phosphorus mitigation projects to improve water quality (\$10,000 budgeted for 2016)
- Activity D: Support nutrient management education (\$6000 budgeted for 2016)
- Activity E: Promote nutrient management and pollution reduction from other sources (\$1000 budgeted for 2016).

### Update on the Water Protection Advisory Committee's recent activities

The WP Advisory Committee held its inaugural meeting on May 24<sup>th</sup>. The committee membership consists of representatives from several agriculture sectors (poultry, ranching, dairy, and hobby), Splantsin, Columbia Shuswap Regional District, UBC – Okanagan, and the BC Ministries of Agriculture and Environment. Over the course of two meetings (May 24<sup>th</sup> and June 27<sup>th</sup>), the committee has done the following:

- Established a Terms of Reference
- Received a presentation and Q&A session with Dr. Jeff Curtis (UBC – Okanagan) about the Phosphorus research supported by the SWC
- Reviewed the SWC's five-year plan with an emphasis on the Water Protection Initiative activities
- Discussed potential projects that the SWC could support that align with the five-year plan and budget (i.e., that would fit under *Activity C: Support remediation and phosphorus mitigation projects to improve water quality*; *Activity D: Support nutrient management education*; or *Activity E: Promote nutrient management and pollution reduction from other sources*)
- Agreed on which initiatives to pursue and recommend them to the SWC for financial support

### Request for Funding

The Water Protection Advisory Committee recommends the following projects to the Shuswap Watershed Council for funding:

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Proposed projects for 2016-17	Proposed cost for 2016-17	Fits into five-year plan	Budget for 2016-17
<p>i. Alderson Creek restoration</p> <p>400-metre stream bank restoration including riparian planting and fencing (to restrict livestock access). Partnership w/ Alderson Creek Society (several landowners), Splatsin, UBC-O. Permits are in place. Alderson Creek is a tributary to Fortune Creek and Shuswap River.</p>	\$7500	C. Support remediation and phosphorus mitigation projects to improve water quality	\$10,000
<p>ii. Lower Gardom Creek restoration</p> <p>Restore creek from outlet of Gardom Lake to Shuswap River to polish water quality before entering river. Has support of adjacent landowners. Permits are in place.</p>	\$2500		
<p>Upper Gardom Creek restoration</p> <p>Restore creek (aka Mallory Creek) including re-establishing riparian vegetation, fencing, and constructing wetlands. Partnership w/ Gardom Lake Stewardship Society and BC MOTI. Some partner funds are secured. No permits in place yet.</p>	n/a Earmark for 2017-18		
<p>Special presentations/guest speakers</p> <p>Organize and reimburse costs of bringing experts to planned community events to speak about nutrient management. Events taking place in Sicamous, Lumby, and Enderby; timing approx. Feb 2017.</p>	<\$6000	D. Support nutrient management education	\$6000
<p>Brochure</p> <p>COMPLETE – Approved by SWC via e-mail June 30</p> <p>Develop brochure about the SWC, it's Water Protection Initiative and phosphorus research, and tips for home-owner stewardship. Distribution via CSRD Septic Smart Program campaign summer 2016. Online at <a href="http://www.fraserbasin.bc.ca/Library/TR_SWC/swc_brochure_web_july-2016.pdf">http://www.fraserbasin.bc.ca/Library/TR_SWC/swc_brochure_web_july-2016.pdf</a>.</p>	\$1000	E. Promote nutrient management and pollution reduction from other sources	\$1000

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4	Update on Recreation Safety Education Program, for information	12:45

## Staff Report: Recreation Safety Education Program

### Background

The objective of the Recreation Safety Education Program in 2016 was to research and understand the greatest safety education needs in the Shuswap, and develop and deliver safety campaigns accordingly. \$9500 was budgeted for this, which would cover staff time and hard costs (such as advertising, give-aways, etc.).

### Update on program activities

To understand the greatest safety education needs in the Shuswap, program staff reviewed literature and other safety campaigns (e.g., Canadian Red Cross and Safe Boating Council) and had discussions with local safety groups (e.g., RCMP, Search and Rescue) and recreation groups (e.g., tourism/marketing, marinas, etc.). This revealed that the greatest need for education and promotion in the Shuswap is for lifejackets and boating preparedness, and to a lesser extent boating sober and cold-water safety.

At the same time the SWC was preparing for its first year of recreation safety campaigns, Sicamous-based Royal Canadian Marine Search and Rescue (RCM-SAR, also known as Shuswap Lifeboat Society) was launching its “Kids Don’t Float” lifejacket loaner kiosk program. This conveniently positioned the SWC to form a partnership with the RCM-SAR to promote the use of lifejackets while boating.

Staff completed the following activities for the 2016 recreation safety education program:

- Media advertising (print and radio) on May long weekend; focused on cold-water safety and boating preparedness
- Media releases and advertising (print and radio) on July and August long weekends; focused on lifejackets, boating sober, and boating preparedness
- Developed and distributed rack cards to 25 locations in the Shuswap, *6 tips for having fun and staying safe in the Shuswap*. Includes information about the lifejacket loaner stations. The cards were posted on social media and have been re-posted dozens of times across North America. Link to rack card here: [http://www.fraserbasin.bc.ca/\\_Library/TR\\_SWC/swc\\_shuswap\\_safety\\_tips.pdf](http://www.fraserbasin.bc.ca/_Library/TR_SWC/swc_shuswap_safety_tips.pdf).
- Arranged for purchase of safety whistles to give away to paddlers and other recreationists to help complete their safety kits and emergency preparedness. Some whistles have been given away late this summer; they will continue next summer with face-to-face safety education by partners such as RCM-SAR and Shuswap River Ambassadors.
- Provided funding support (50% cost-shared with another community partner) to RCM-SAR for a children’s lifejacket loaner station located downtown Salmon Arm
- Safety messaging posted on social media throughout the summer.

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4	Update on Recreation Safety Education Program, for information	12:45

#### Analysis of program

Although it's impossible to know for certain how much impact the recreation safety education program had this year, the program was generally very well-received. It is the only boating safety education program in the region that targets the general public. The social media posts received a lot of attention (i.e., 'likes' and 're-tweets'). Vendors and information centres were happy to shelve the rack cards, with some commenting that the cards were well-timed and needed. It's recommended that the cards be updated and re-printed for distribution again next year. The children's lifejacket loaner kiosks installed by RCM-SAR, for which the SWC has provided some funding, have been very well received by the general public. RCM-SAR has expressed their desire to continue collaborating with the SWC on promoting the use of lifejackets.

“...[The] *Kids Don't Float* kiosks have received phenomenal publicity and approval. I am quite surprised how many people have taken note and expressed thanks for the idea and the concept.”

Bruce Weicker, President, Shuswap Lifeboat Society

The media has reported that boating incidents in the Shuswap are down from usual in 2016, however that's probably partly attributable to the cooler weather and less boat traffic than the lake typically has (especially July).