

**Council Meeting**  
**June 14<sup>th</sup> 2023 • 9:30 – 11:55 AM**  
**Columbia Shuswap Regional District Boardroom**  
**555 Harbourfront Drive NE, Salmon Arm**

Record of Decisions and Action Items  
Approved September 13<sup>th</sup> 2023

**Meeting objectives**

1. Receive update from program managers
2. Receive update and have roundtable discussion on upcoming CSRD assent process
3. Discuss watershed advocacy issues for SWC members to raise at the UBCM Convention in September

**Present**

Jay Simpson, Chair – Columbia Shuswap Regional District, Area F  
Natalya Melnychuk, Vice Chair – Columbia Shuswap Regional District, Area G  
Marty Gibbons – Columbia Shuswap Regional District, Area C (*by Zoom*)  
Rhona Martin – Columbia Shuswap Regional District, Area E  
Debbie Cannon – City of Salmon Arm  
Pam Beech – District of Sicamous (*from 9:47 am*)  
Reid Hamer-Jackson – Thompson-Nicola Regional District, City of Kamloops (*from 9:42 am*)  
David Lepsoe – Thompson-Nicola Regional District, Village of Chase  
Robyn Laubman – Splatstine Secwepemc  
Allysa Hopkins – Regional District of North Okanagan, Area F  
Carly Foster – BC Ministry of Environment & Climate Change Strategy (*alternate for Kym Keogh*)  
Erik Kok – Community representative  
Kimm Magill-Hofmann – Community representative  
Dennis Einarson – Senior Scientific Advisor

Erin Vieira and Alex de Chantal – Fraser Basin Council

**Observers**

|                   |                |
|-------------------|----------------|
| Barbra Fairclough | Linda Franklin |
| Liz Freyman       | Ian Rogalski   |
| Rob Solinger      | Kevin Skrepnek |

**Regrets**

Dean Trumbley  
Howard Nordquist  
Jim Johnson  
Lindsay Benbow  
Kelly Chiatto  
Phil Owen

**Call to Order**

Chair Jay Simpson called the meeting to order at 9:41 AM. The chair acknowledged the traditional and unceded territory of the Secwepemc and Syilx Peoples.

*Mayor Hamer-Jackson entered the meeting at 9:42 AM*

**Adoption of meeting agenda**

**Moved/seconded** by Director Hopkins/Vice Chair Melnychuk that:

The June 14<sup>th</sup> 2023 Shuswap Watershed Council meeting agenda be adopted.

Discussion:

Director Gibbons requested that an item be added to the agenda regarding administration and management costs.

Chair Simpson added the new item to the agenda under New Business.

**CARRIED**

**Adoption of meeting summary**

**Moved/seconded** by Director Hopkins/Mayor Hamer-Jackson that:

The March 8<sup>th</sup> 2023 Shuswap Watershed Council meeting summary be adopted.

**CARRIED**

*Councillor Beech entered the meeting at 9:47 AM*

**Correspondence**

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

The following correspondence be received for information:

- i. Letter from Salmon Arm resident (*re-dacted*) to George Heyman, Provincial Minister of Environment and Climate Change Strategy dated March 20<sup>th</sup> 2023 (letter was copied to SWC Chair Jay Simpson).
- ii. Letter from Anna Warwick-Sears, Executive Director of Okanagan Basin Water Board to Provincial Ministers Nathan Cullen and George Heyman re: Report on Potential Economic Impact of Zebra and Quagga Mussels in BC dated June 8<sup>th</sup> 2023 (letter was copied to SWC Chair Jay Simpson).

**CARRIED**

**Old business**

None

**Report from Chair**

Chair Simpson reported that he made a presentation to the Water Supply Association of BC in late March. In mid-April the Chair hosted a town hall meeting in Celista, and Ms. Erin Vieira attended to give a presentation on the SWC's work. Chair Simpson commented that there was a lot of interest, and a lengthy Q&A after the presentation. The Chair and Ms. Vieira also made a presentation to the Fraser Basin Council Board of Directors in June.

The Chair also noted that the Columbia Shuswap Regional District will have a referendum later in 2023 to determine if there is support for a permanent service and taxation to support the SWC.

**Report from  
Program Managers:**

Ms. Erin Vieira presented a year-end financial report for the period April 1<sup>st</sup> 2022 – March 31<sup>st</sup> 2023:

**Year-end financial  
report for 2022-23**

| <b>REVENUE - Source</b>                              | <b>(\$)</b>    |
|--|----------------|
| Surplus (from March 31 <sup>st</sup> 2022)           | 81,804         |
| Return of SWC grant funding                          | 8200           |
| <i>Per Contribution Agreement:</i>                   |                |
| CSRD Areas C, D, E, F, G and District of Sicamous    | 160,000        |
| TNRD   | 53,600         |
| City of Salmon Arm                                   | 40,000         |
| Adams Lake Indian Band                               | 1300           |
| <i>Grant funding:</i>                                |                |
| Transport Canada Boating Safety Contribution Program | 22,900         |
| <b>Total revenue</b>                                 | <b>367,804</b> |

| <b>EXPENSES – By Program (per 2022-23 work plan)</b> | <b>Budget (\$)</b> | <b>Expense (\$)</b> | <b>Variance (\$)</b> |
|--|--------------------|---------------------|----------------------|
| Water Quality Monitoring                             | 28,850             | 23,644              | 5206                 |
| Water Quality Protection & Improvement               | 158,930            | 86,895              | *72,035              |
| Zebra & Quagga Mussel Prevention                     | 35,875             | 33,988              | 1887                 |
| Safe Recreation                                      | 27,600             | 24,839              | 2761                 |
| Communications, Engagement, & Advocacy               | 55,100             | 42,990              | 12,110               |
| Management & Administration                          | 43,750             | 37,090              | 6660                 |
| <b>Sub-total Program Operations Expenses</b>         | <b>350,105</b>     | <b>249,445</b>      | <b>100,660</b>       |
| 2023 contribution to Operating Reserve               | 17,699             | 0                   | 17,699               |
| <b>Total expenses</b>                                | <b>367,804</b>     | <b>249,445</b>      | <b>118,359</b>       |

| <b>Operating Reserve</b>   | <b>(\$)</b>    |
|--|----------------|
| Balance at April 1 <sup>st</sup> 2022 (carried forward from March 31 <sup>st</sup> ) | 132,667        |
| 2022-23 contribution   | 17,699         |
| <b>Balance as at March 31<sup>st</sup> 2023</b>                                      | <b>150,366</b> |

\* Of the \$72,035 surplus in the Water Quality Protection & Improvement program budget, \$53,004 is allocated and carried forward for projects that will be completed in 2023-24.

**Report from  
Program Managers:**

Ms. Erin Vieira presented the revised budget for 2023-24. She highlighted that the program budgets have not changed since the presentation and budget approval on March 8<sup>th</sup>; the only change is to the year-end surplus (March 31<sup>st</sup> 2023). Ms. Vieira also explained that each program budget is presented in more detail to show external expenses and program management expenses (i.e., staffing).

**Revised budget for  
2023-24**

| <b>REVENUE - Source</b>   | <b>(\$)</b>    |
|---|----------------|
| 2022-23 operational surplus                                     | 47,656         |
| 2023-23 funds allocated and carried forward to 2023-24 projects | 53,004         |
| <i>Per Contribution Agreement:</i>                              |                |
| CSRD Areas C, D, E, F, G and District of Sicamous               | 160,000        |
| TNRD  | 53,600         |
| City of Salmon Arm  | 40,000         |
| Adams Lake Indian Band  | 1300           |
| <i>Grant funding:</i>   |                |
| Transport Canada Boating Safety Contribution Program            | 24,025         |
| <b>Total revenue</b>  | <b>379,585</b> |

| <b>EXPENSES – By Program (per 2023-24 work plan)</b> | <b>Breakdown of expenses (\$)</b> |                      | <b>Sub-total (\$)</b> |
|--|-----------------------------------|----------------------|-----------------------|
|  | <b>Ext. expenses</b>              | <b>Program mgmt.</b> |                       |
| Water Quality Monitoring                             | 24,900                            | 15,200               | 40,100                |
| Water Quality Protection & Improvement               | 131,464                           | 18,600               | 150,064               |
| Zebra & Quagga Mussel Prevention                     | 33,300                            | 6600                 | 39,900                |
| Safe Recreation                                      | 20,000                            | 10,000               | 30,000                |
| Communications, Engagement, & Advocacy               | 10,400                            | 24,100               | 34,500                |
| Council Meetings & Administration                    | 2600                              | 37,500               | 40,100                |
| <b>Sub-total expenses for 2023-24</b>                | <b>222,664</b>                    | <b>112,000</b>       | <b>334,664</b>        |
| 2023-24 contribution to Operating Reserve            | 44,921                            | 0                    | 44,921                |
| <b>Total expenses for 2023-24</b>                    | <b>267,585</b>                    | <b>112,000</b>       | <b>379,585</b>        |

**Report from Program Managers:**

**Program operations update since last Council meeting**

Ms. Erin Vieira and Mr. Alex de Chantal, SWC program managers, presented an update on program operations since the last Council meeting held in March:

- Staff have completed site visits with water quality grant recipients for 2023 and Contribution Agreements have been signed with each
- The Zebra & Quagga Mussel Prevention Program launched in May in concert with the provincially-designated “Invasive Species Action Month”. Educational campaigns promoting watercraft inspection and Clean-Drain-Dry practices were in newspapers, on local radio and on social media. The campaigns will continue throughout summer months.
- Early detection monitoring for ZQM is underway at 13 sites in the Shuswap watershed – this is a partnership with the Columbia Shuswap Invasive Species Society (CSISS)
- Staff relayed that the Province of BC recently released a report, “Potential Economic Impact of Zebra & Quagga Mussels in BC”, which estimates an annual cost range of \$64 – 129 million to deal with the impacts of ZQM
- Staff announced that the SWC’s application to Transport Canada for \$24,025 federal grant funding for the Safe Recreation Program was

successful. This is the fourth year the SWC has received grant funding from Transport Canada.

- The SWC's Safe Recreation Program launched on May long weekend in concert with the national "Lifejacket Day" campaign. Campaigns promoting water safety through a variety of media will continue through summer and fall.
- The ad hoc SWC Wetland Strategy committee met in early April to identify funding opportunities to support the development of a wetland strategy for the Shuswap watershed, and to direct staff on first steps. Staff have applied to the Habitat Conservation Trust Foundation for \$25,000 to support this work.
- SWC Chair Jay Simpson and staff met with staff from Interior Health and local government staff to discuss respective algal bloom responsibilities.
- The SWC Annual Report for 2022-23 was published on May 12<sup>th</sup>; it is available online, has been circulated widely via email, print copies mailed to local government and First Nations offices, and promoted on social media
- Communications priorities for the year in addition to the publication of the Annual Report include maintaining the SWC website and social media, preparation of media releases about SWC decisions and announcements, topical campaigns related to invasive species and water safety, and holding community meetings to present information and facilitate Q&A.

#### Discussion:

Some SWC members commented on the importance of the ZQM campaigns, promoting watercraft inspection and clean-drain-dry practices. The new report from the Province of BC that estimates a cost range up to \$129 million/annually underscores the importance of keeping ZQM out of BC.

Some SWC members asked clarifying questions regarding the roles and responsibilities of Interior Health and local government beach owner/operators in the event of an algal bloom. Director Martin and Councillor Cannon commented on this shift in responsibilities and expressed concern over growing responsibilities being transferred to local governments, who do not have a health mandate.

Director Gibbons cautioned SWC members against directing staff to run a "yes" campaign during the CSRD referendum. Mayor Lepsoe inquired why only the CSRD is holding a referendum; staff replied that financial contributions from the TNRD, City of Salmon Arm, and Adams Lake Indian Band do not have a sunset clause whereas the contribution from the CSRD to the SWC expires in December 2023, therefore the CSRD requires voter assent to continue to the service.

Action item:

Chair Jay Simpson to meet with BC Hydro representatives at the September UBCM meeting regarding opportunities for BC Hydro to promote ZQM prevention.

**New business:**

Director Gibbons inquired about the breakdown of program costs as presented by staff. Ms. Erin Vieira clarified that external costs include water quality grants, contributions to CSISS for monitoring, advertising, graphic design, printing etc. whereas program management costs are paid to the Fraser Basin Council (FBC); invoices are issued quarterly and approved by the Chair, as stipulated in the SWC's Terms of Reference. Ms. Vieira further clarified that all expenses are part of the budgeting and work planning process each year.

**Late addition: SWC administration and management costs**

**Moved** by Director Gibbons that:

Quarterly invoices from the Fraser Basin Council Society be presented to the entire SWC for the purpose of transparency,

And that:

The SWC Annual Report for 2022-23 be amended to show the breakdown of costs incurred externally and by program management.

The motions were not seconded.

Discussion:

Mr. Erik Kok ,Councillor Cannon, and Ms. Robyn Laubman commented that they are satisfied with the financial reporting from the FBC and the Annual Report for 2022-23 as-is.

**New business:**

**CSRD assent process for the Shuswap Watershed Council service**

Chair Simpson explained that SWC staff have consulted with CSRD Chief Administrative Officer John McLean about the upcoming referendum within the CSRD. The Chair remarked about the importance of clear, consistent communications coming from the SWC about the SWC's work, whereas the CSRD will communicate to residents about the referendum process. He reminded SWC members that media inquiries should be directed to the Chair, Vice Chair and staff.

Vice Chair Melnychuk suggested that the SWC and CSRD issue a joint press release on the matter.

Action item:

Staff will follow up with the Chair, Vice Chair and CSRD staff to prepare a joint media release as discussed.

**New business:**

Mr. Alex de Chantal introduced the request from White Lake Residents' Association (WLRA) for funding for water quality testing at White Lake. The request is for \$4200 from the SWC to continue their water monitoring program at White Lake this year. Mr. de Chantal clarified that this request was unsolicited and is not in the current budget, but if the SWC were to support the request the amount could be covered by the projected year-end contribution to the Operating Reserve.

**Request from White Lake Residents' Association**

Director Gibbons commented that the WLRA has received grant-in-aid funding in the past. He encouraged SWC members to look at the breakdown of the funding request and expressed concern that some items are not appropriate for reimbursement from grant funding (e.g., mileage).

Mayor Lepsoe commented on the precedent of granting unsolicited requests and inquired why this group didn't apply through the grant program. Mayor Hamer-Jackson echoed Mayor Lepsoe's concerns about precedent. Mr. de Chantal replied that water quality monitoring is not the focus of the SWC Grant Program.

Councillor Cannon commented that she isn't concerned about precedent and is in favour of the SWC providing support to community groups for water quality monitoring.

Mr. Erik Kok expressed concern about awarding money that doesn't go through a vetting process, such as how the SWC Grant Program is administered. Ms. Robyn Laubman also expressed her support for better process of awarding funding. Mayor Lepsoe suggested that in future, groups requesting funding from the SWC appear in person at a meeting.

**Moved/seconded** by Director Martin/Councillor Cannon that:

The SWC grant the funding request for \$4200 to the White Lake Residents' Association for their water quality monitoring program in 2023.

**CARRIED (two opposed)**

Action item:

Staff will follow up with the WLRA and issue the payment contingent upon receiving a final report from the WLRA, and requesting a presentation from them at the next SWC meeting in September.

**New business:****Roundtable discussion to identify watershed**

A brief roundtable discussion took place with a few ideas brought forth that local government elected officials can raise at the Union of BC Municipalities Convention in September:

- Meeting with BC Hydro regarding Zebra and Quagga Mussels
- Concerns about some agricultural practices contributing to nutrient-loading to Shuswap Lake linked to algal blooms

**advocacy priorities  
to raise at UBCM**

- Concerns about algal bloom response shifting away from Interior Health to local governments.

**Moved/seconded** by Councillor Cannon/Vice Chair Melnychuk that:

The SWC write another letter co-signed with local government partners (CSRD, City of Salmon Arm, District of Sicamous, Village of Chase, TNRD, City of Kamloops) to Interior Health regarding new algal bloom recommendations and responsibilities.

**CARRIED**

Action item:

Staff will follow up with Chair and partners to write a letter to Interior Health as described above.

**Roundtable updates** Omitted from agenda

**Adjourn** **Moved/seconded** by Director Hopkins/Kimm Magill-Hofmann that:

The June 14<sup>th</sup> 2023 meeting of the Shuswap Watershed Council be adjourned.

**CARRIED**

Meeting adjourned at 11:55 am.

**CERTIFIED CORRECT:**



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Chair