

Coquitlam River Watershed Roundtable Core Committee Meeting Notes

Date/Time: Wednesday, July 9, 2014 (9:30 am – Noon)
Location: Port Coquitlam Fire Hall, Training Room, 1725 Broadway Street, Port Coquitlam
Co-Chairs: Steve Brown, Blaire Chisholm

Attendees:

Sector	Organization	Core Committee Member
Local Government	City of Coquitlam (Council)	Chris Wilson
Local Government	City of Coquitlam (Alternate)	Margaret Birch
Local Government	City of Port Coquitlam (Staff)	Steve Brown
First Nation	Kwikwetlem First Nation (Technical Advisor)	Craig Orr
First Nation	Kwikwetlem First Nation	Breanna Charleyboy
Federal Government	Fisheries and Oceans Canada	Maurice Coulter-Boisvert
Real Estate Development	Brook Pooni Asso., Urban Development Institute	Blaire Chisholm
Aggregate Industry	Jack Cewe Ltd.	George Turi
Stewardship	North Fraser Salmon Assistance Program	Tony Matahlija
Stewardship	Tri-City Green Council	Elaine Willis
Stewardship	Port Coquitlam & District Hunting and Fishing Club	Norm Fletcher
Arts and Culture	Arts Connect	Sherry Carroll
Arts and Culture	Arts Connect (Alternate)	Roger Loubert
Presenter	City of Coquitlam	Andrew Merrill
Presenter	City of Coquitlam	Steve Gauley
Roundtable Coordinator	Coquitlam River Watershed Roundtable	Marni Turek
Consultant (by conference)	Hook Knauer & Associates	Michelle Wainstein

Regrets: Councillor Darrell Penner, City of Port Coquitlam; Tracy Kyle, City of Coquitlam; Dave Dunkley, Metro Vancouver, Edie Thome, BC Hydro; Marvin Rosenau, BCIT; Ed Taje, BC Ministry of Energy and Mines; Garry Elgear, Riverside Fly & Tackle; Gordon Lewis, Stewardship.

9:30 Agenda review

- Roundtable introductions: Introduction of new members, observers and presenters.

9:35 Northwest Burke Mountain Neighbourhood Visioning Process

Presentation by Andrew Merrill, Community Planner, and Steve Gauley, Senior Planner, City of Coquitlam. Purpose of the presentation is to provide:

- An overview of the scope and process involved in preparing the Vision of the Northwest Burke Vision (NBV) process, which encompasses ~400 hectares of the Coquitlam River watershed, including a portion of existing gravel quarry area along Pipeline Road, east of the river.
- Key outcomes – Council policy document and game plan for the next 30 years. The planning process being developed is only a Vision, does not have any jurisdictional status, and a 1.5 year long process to develop a 30 year plan.
- Development would be located in discrete pockets due to environmentally sensitive areas and challenging topography. The City and its consultant, Golder Associates are doing background research on environmental considerations.

- An electronic version of the PowerPoint presentation is available: www.coquitlam.ca/nbv.

Action: Marni will forward the electronic presentation to the Core Committee.

Discussion ensued, with the following areas covered:

- Clarity regarding the relevance of the boundaries.
- Timing of the Vision process in relation to other developments underway.
- Coquitlam River watershed boundaries should be included on land use planning maps.
- Role of the Lower Coquitlam River Watershed Plan informing the NBV vision:
 - First watershed plan in Canada to look at ecosystem services. This is a unique system in Coquitlam. The Core Committee hopes the vision will look at the ecosystem services available to Coquitlam residents and consider these ecosystem services in the planning process.
 - The watershed plan project has taken some unique approaches and would encourage incorporating the ecosystem-based services at the beginning – it could really make a difference.
 - Concerns over “being informed” and “making it a priority” are different things.
 - Coquitlam staff confirmed that NBV will take into account all aspects and encourages the Committee to provide feedback and information to the NBV planning team.
- The City is also updating its watercourse mapping information with Lidar information that will improve mapping information and assist in the visioning process.

Action for CC: If anyone has information on the conditions, habitat, sensitive areas, etc., City staff would like to hear from them.

10:00 Roundtable Discussion on Presentation

- Discussion ensued regarding the information presented and on the role of the Core Committee in the NBV process. The NBV has requested representation by the Roundtable on the Public Advisory Group (PAG).
- Role of the Core Committee and CRWR Representative:
 - It is expected that the PAG will meet 3 or 4 times during the process. Marni attended the first PAG meeting on June 26, 2014 for the Core Committee.
 - The Core Committee members expressed concern that the current Roundtable funding securely allocated to other watershed initiatives and we need to be considerate of our capacity.
 - A feedback form will be circulated to the Core Committee to assist the Coordinator to provide a summary of feedback to the PAG.
 - Committee recommendations:
 - **The Coordinator would serve to represent the interests of the Roundtable and coordinate input from the Committee back to the PAG.**
 - **That options for finding support to ensure active participation on the PAG should be investigated.**

Action: Marni will poll the Committee for feedback during July 2014.

- Other Discussion:
 - Great opportunity to share knowledge gained through the watershed planning process.
 - If capacity becomes an issue, NBV City staff will be asked to attend CC meetings.

- Resources from volunteer groups generally are not funded, or compensated, but holds tremendous value.
- Based on current budget for the Roundtable, there is just enough to get to fulfill existing projects through to March 2015.
- Councillor Wilson thought the discussion about the presentation was excellent and would like to have the CRWR bring a delegation to Council about what has been learned from the watershed plan.

Action: Marni will submit request to bring a Delegation to City of Coquitlam Council-in-Committee during July.

10:50 May 31 Roundtable Debrief & Lower Coquitlam River Watershed Plan – Step 2

Task Group (Margaret Birch, Craig Orr, Gordon Lewis, Elaine Willis, Norm Fletcher, Maurice Coulter-Boisvert, Blaire Chisholm)

- By Telephone: Michelle Wainstein

Roundtable Debrief

- Summary and Highlights:
 - Roundtable Meeting Debriefing Notes were distributed and reviewed.
 - Additional Feedback from the Core Committee:
 - Guest speakers were really a pleasant surprise, loved them.
 - Venue, not so good, and need a different time of year so as not to lose people to the sunny weather.
 - With the education portion included, people have more balanced thinking and less focus on negative issues. People were actually talking; and, people need to learn this is an important river and need to care.
 - Location was difficult, and, how do we draw different people? How can we get different involvement with the community? Someway we can use the community signs to get information out to the public. Be more of a local. Suggestions included: advertising at bus shelters, communications through City Councils; and, putting a banner under the PoCo overpass.
 - Use of props will help in attracting people, e.g., the pumpkinseed fish and real things to touch, see, and feel, e.g., invasive plants, gravel samples. I may attract more youth.
 - It was exciting to see all the sticky notes, quite an achievement!
 - Reconsider using Victoria Hall, but plan 2-3 months ahead. May/June are bad times of year. Look at doing them in November. Alternative site: Recreation Centre at River Springs.

Overview of Roundtable Feedback: Roundtable Meeting Feedback Report was distributed and reviewed.

Lower Coquitlam River Watershed Plan

- Status: We have reached the 2nd Step of the Open Standards planning process – ACTION!
 - Action Planning - Step 2 was launched at the Roundtable May 31, 2014.
 - A significant number of strategies were developed per pressure: 28 recreation; 17 mining; 35 vandalism/illegal activity; 31 stormwater; 28 development; 29 mainstream cultural norms; and 22 water extraction.
 - Strategy suggestions focused mostly on education, acquisition and policy change

- Limited information was provided on explicit project sponsors or implementers
- Summary of Next steps - work for the fall/winter 2014:
 - Summer 2014: Strategy Compilations and Prioritization
 - Fall 2014: Action Plan and Measures Development
 - Winter 2014/2015: Roundtable Meeting
- Over the next 6-9 months we hope to either start implementing new strategies as possible or begin tracking existing strategies with the Roundtable components in mind:
 - **July – August 2014:** Consultants will work with Marni to compare Roundtable strategy input to those developed by the Task Group during the conceptual modelling exercise.
 - **August 2014:** Reflecting criteria for selecting priority strategies.
 - **September 2014:** Two-day work session with Task Group members and experts to select priority strategies (to be organized in topical area, similar to the development of conceptual models).
 - **Fall 2014:** Develop Action Plan for priority strategies, identify implementers, associated implementation and effectiveness measures, and identify funding sources.
 - **February 2015:** Hold RT meeting – review priority strategies and solicit feedback.
 - **Beyond February 2015:** Develop overview report, design information tracking tool, IMPLEMENT AND TRACK STRATEGIES!
- Funding Update: Margaret Birch
 - **Watershed Plan budget:** short by ~ \$5-7,000 to finish by February 2015 but seeking the funds are manageable because we have 6- 8 months to seek the support.
 - \$26,000 left on project. That is a little too low, need closer to \$30,000, but currently getting a statement of work and cost estimate of phases from consultants through to spring 2015. Enough funding currently to take project us past September two-day workshop with a full Roundtable meeting focusing on the Watershed Plan during early New Year.
 - Watershed Plan project funders cover only support for two RT meetings, so must be strategic timing wise.
- Michelle Wainstein – questions for CC to digest:
 - In the process, we chose a subset of pressures for modeling, but that does not mean those others go away. As we go through and start working with these strategies, see overlap, the comparison process will inform.
 - How many priority strategies does the CC want to tackle for the first tier of Action Plan? Would the Committee like to see the strategies distributed across the whole range of pressures, or choose a subset of pressures we think are the highest priority? Once the comparison of strategies is completed to see how that looks, the Committee will need to look to determine how many strategies and how to distribute them.
 - Input from CC members: Committee would appreciate some guidance as to what would be the most effective approach. Consultants will provide a proposal on how many strategies to consider, and how to distribute. However, there will be local, political and bylaw ideas that consultants are not as familiar to consider.

11:30 Projects, Research Study, Coordination Updates

- **Level 1 Habitat Assessment:** Update by Margaret Birch on behalf of Task Group (Dave Dunkley, Marvin Rosenau, Margaret Birch).
 - Schedule:

- September 2014 - Dates are planned – consultants have been to river and have matched sampling locations with BG Hydro, familiar with river. July is the time to be in the river. September flows are unpredictable. Metro Vancouver wants certainty that the project is done this year, and Pacific Salmon Foundation wants student and volunteer opportunity to build capacity and learning outcomes.
- Activities:
 - Classroom and Field Training - Level 1 classroom space at BCIT.
 - Sessions are being set. September timing for classroom and in-field training sessions is set but Coquitlam River timing tentative.
 - Anticipate 60 students, 6-8 instructors for mid to late September but are weather and flow dependent.
- Consultants:
 - InStream Fisheries Research Inc. will lead the project design.
 - Consultants may tackle the harder-to-access sites and would do those as a backup plan.
 - Input from CC member: Jason McNair, BC Hydro walks the river from top to bottom, would be a good resource to provide input, and should be contacted if they have not already consulted with him.
- Funding and Scope of Work: Coquitlam River
 - Project Budget before In-kind support is \$15,000 for consultants, training, supplies, reporting and misc. expenses, i.e., data storage, meals for students, etc. The venue, teachers, instructors and Task Group members are all contributed in kind.
 - Volunteers will be recruited through a notice in the eNews. A number of volunteers have already expressed an interest.

11:45 Upcoming Events/Dates – Roundtable Displays, Next Roundtable Meetings

- Refer to the Appendix A, for a summary of the details.
- The Core Committee and Roundtable members are invited to donate time to these events – sign ups requested.

Action: The format, location, timing and content/ topics will be discussed further.

12:00 Fundraising and Budget Update for 2014 – 2015

Standing Committee (Margaret Birch (lead), Maurice Coulter-Boisvert, Gordon Lewis, Monte Anions)

- Funding Standing Committee:
 - Meeting held June 26, 2014 – reviewed budget and funding situation.
 - Compiling a list opportunities for additional support through fall and into 2015.
 - Reports to Funders: Real Estate Foundation Interim Report: October 15, 2014; Draft Report to Metro Vancouver: December 31, 2014; and, Bullitt Foundation: TBD.

12:15 Communication, Information Updates and Outreach Events

Communications Update: Marni Turek

- Environmental Achievement Award – Recipient

- Congratulations to the Core Committee! Recipient of the 2014 City of Coquitlam Environmental Achievement Award!
- Website – Updates and Statistics
 - [Website](#) – ongoing updates proceeding.
 - [Social Media](#) is now linked with website.
 - Did you know we have a [YouTube Channel](#) and a [Google+](#) page?
 - Latest version of [eNews](#) distributed late June 2014. Given Canada’s Anti-Spam Legislation, the Roundtable had 348 subscribers prior to July 1; and, 121 afterwards
 - Ideas and stories are always welcome.
- Roundtable Backgrounder – Spring 2014: Distributed at Roundtable Meeting May 31, 2014.

Action: Core Committee “Business Cards”: Roundtable cards are available for use by all Core Committee members to share when networking.

12:30 New Business

- Member raised the issue of too many meetings scheduled during the summer months. In addition to December and August breaks, could the schedule be modified to also exclude July?
- Proposal made to hold five CC meetings plus the RT meetings, but be prepared to be flexible.
- Meeting locations good at City Halls, but there is now pay parking.
- Consider attaching to other meetings, e.g., overlapping memberships with the Kwikwetlem Salmon Restoration Project, Coquitlam River Monitoring Committee, others.

12:35 Next Core Committee Meeting

- Wednesday, September 10, 2014 (9:30 am – Noon)
- Location: Kwikwetlem First Nation
- Co-chairs: Craig Orr

APPENDIX A - Upcoming Events/Dates – Roundtable Displays, Next Roundtable Meetings

Watershed Moment:

- Craig Orr provided an overview. Event will be held September 28th, Rivers Day on Colony Farm. Yoga community will gather on mass to address highlight benefits to preserve healthy watersheds.
- A training session with teachers was undertaken to help develop the message. Site plan is for Colony Farm, but the problem is parking and the numbers of people that will attend. A total of 80 Yoga schools have been invited.
- Access to Colony Farm is easy; and, currently considering 'Park and Ride' arrangement with Kwikwetlem. Media and press release tasks as well.
- Craig has a training information paper and anyone who is interested is welcome to a copy.

Clean Air Champions Waterwise Event:

- Funding on hold for now – resubmit in November so likelihood is we will receive the \$25,000 grant for this project during March 2015.

Core Committee Work Program:

High level overview of key activities taking place between July – December 2014 in addition to routine Roundtable Coordinator roles and responsibilities:

July/August

- Core Committee Meeting: July 9, 2014.
- Funding Standing Committee: July/August correspondence.
- Funding Applications: Research, review and submit funding applications.
- August eNews: Write during the end of Jul. for distribution the first week of August Topic: Level 1 Habitat Assessment. Recruit volunteers for outreach events.
- Reporting to Funders: Deadlines for interim reporting.
- September eNews: Write during the end of August for distribution during the first week of September Topic: A busy month full of outreach opportunities! Recruit volunteers for outreach events.
- Level 1 Habitat Assessment: Planning work/ meetings.
- My Watershed Moment: Planning work/meetings.
- Watershed Plan: Compilation of report/ planning next steps.
- September Outreach Events: Planning.

September/October

- Core Committee: September 10, 2014. Gillian will report on her thesis work.
- Treefest: September 13 from 11:00 a.m. - 4:00 p.m.
- Level 1 Habitat Assessment: Scheduled for mid-September 13-14.
- My Watershed Moment: Sept. 28 – venue to be confirmed.
- River's Day Celebrations: September 28, 2014, Lions Park, Port Coquitlam at the Rivers and Trails Festival.

- October eNews: Write during the end of Sept. for distribution during the first week of October Topic: Outcomes of the September outreach events. Upcoming October events.
- Salmon Come Home – Hoy Creek Hatchery: mid to late October 2014.
- Fall Backgrounder 2014: Start writing content in September/October.

November/ December

- Core Committee Meeting: November 12, 2014.
- November eNews: Write during the end of Oct. for distribution during the first week of November Topic: Salmon Come Home write up and photos.
- December eNews: Write during the end of Nov. for distribution during the first week of December Topic: To be determined.
- Fall Roundtable Meeting?

Next Roundtable Meeting:

- Do we need to have a fall meeting?
- No, but if one was to proceed, the scope of format, budget and topics would need to be addressed due to limited funds for holding a fall Roundtable meeting. There are some topical presentations that could be conveyed to the larger group, e.g., Northwest Burke Mountain Vision exercise, presentation by SFU Masters student, Gillian Fielding, about her masters study with the Roundtable. We could make it simple and interesting.
- One of the reasons to have a RT is not just to feed out [information] but how we can set up a structure to allow the community to give to [feedback to] us. A small charge could be asked when registering, as long as there are ways to pay for this; and, ways to for fees to be waived should it be needed.
- Perhaps we need to look at opportunities to dovetail with other things, i.e., Café host prior to public event.
- A fall 2014 would need to be succinct and reasonable and the winter/New Year 2015 meeting focussed on furthering Roundtable input to the Watershed Plan.