



Coquitlam River Watershed Roundtable

*Kwikwetlem, known as "Red fish up the river."
A living river that reveals its spirit.*

Coquitlam River Watershed Roundtable Core Committee Meeting City of Coquitlam, City Hall - May 9, 2012

1 INTRODUCTION

The meeting was called to order at 9:00 am and concluded at 12:10 pm. Margaret Birch chaired the meeting. Devon Knight, Devon Knight Events, took notes. Participants in the meeting were as follows:

Sector	Organization	Member (or Alternate)
Local Government	City of Coquitlam	Margaret Birch (alternate)
First Nations	Kwikwetlem First Nation	Councillor Fred Hulbert
First Nations	Kwikwetlem First Nation	Craig Orr, Technical Advisor
Federal Government	Fisheries and Oceans Canada	Maurice Coulter-Boisvert
Regional Government	Metro Vancouver	Dave Dunkley
Aggregate Industry	Jack Cewe Ltd.	George Turi
Fishing and Hunting	PoCo & District Hunting and Fishing Club	Norm Fletcher
Stewardship	North Fraser Salmon Assistance Program	Tony Matahija
Real Estate Development	Brook Pooni Associates, Urban Development Institute	Blaire Chisholm

Observers: Sherry Carroll, Jeff Rudd (RiverWatch), Marvin Rosenau (BCIT), Roger Loubert (Minnekhada Park Association, Arts Connect, Como Watershed Group) and James Cooper (Minnekhada Park Association)

Consultants: Devon Knight and Dave Peterson, Devon Knight Events; Anthony DeDemko, New Earth Marketing

Regrets: Selina Robinson and Verne Kucy, City of Coquitlam; Tom Adlington, Recreation Sector; Judy Dobrowolski, BC Hydro; Ed Taje, BC Government; Elaine Willis, Stewardship Sector; Councillor Darrell Penner, City of Port Coquitlam, Allen Jensen, City of Port Coquitlam.

Note: Councillor Darrell Penner, City of Port Coquitlam, will be replacing Councillor Brad West on the Roundtable Core Committee.

2 AGENDA REVIEW

- Observers were introduced
- Margaret pointed out that the agenda items at 9:10 am and 11:00 am regarding the review of the Operational Guidelines and Terms of Reference were the same and suggested handling this item at 11:00 am.

3 REVIEW OF GUIDING PRINCIPLES, CORE COMMITTEE TERMS OF REFERENCE, INCLUDING ALTERNATES

Agenda Items:

- Review of protocols to be followed by Core Committee members
- Discussion on Committee alternates and attendance expectations

Deferred to 11 am agenda item.

4 FUNDING

Agenda Items/Update/Discussion:

- **Report from the Task Group (Margaret Birch (lead), Selina Robinson, Maurice Coulter-Boisvert)**

Task Group has not met since the last Core Committee meeting, but there has been forward movement on the Roundtable's funding applications. The proposal to send a standard letter to Roundtable partners and other potential funders is still on hold. As agreed at the last Core Committee meeting, this approach has a better chance of success if we are in a position to first confirm financial support from other sources.

- **Budget update (DFO, FSWP, Devon Knight Events)**

With the receipt of \$10,000 from DFO and a final payment of \$12,172 from Fraser Salmon and Watersheds Program, the Roundtable will have a total of \$25,409 this month. All but about \$5,400 of these funds are committed to New Earth Marketing and Devon Knight Events. The remaining \$5,400 could be put towards the new coordinator's salary.

- **Status of funding applications, next steps**

- **Coquitlam Foundation**

Craig Orr reported on this item, since the funding application was submitted by Watershed Watch Salmon Society on behalf of the Roundtable. We requested \$3,500 to support the Watershed Café Series and we were awarded \$500. While this is disappointing and we will have to tailor what we can accomplish to the amount granted, it is still very positive to be able to demonstrate that the Roundtable is capable of drawing support from many different sources. Margaret or Craig will follow up with a "thank you" and a general question along the lines of "do you have any suggestions about how we might have improved our proposal which would help us if we approach the foundation again?"

- **Real Estate Foundation of BC**

The Roundtable received approval to advance from Stage 1 to Stage 2. This means that our application will be reviewed by the Real Estate Foundation Board in June, when a final decision will be made. We added information to our proposal about the positive response we received regarding funding from Metro Vancouver. And we submitted

three strong letters of support from Watershed Watch Salmon Society, Brook Pooni and Associates and the Fraser Salmon and Watersheds Program.

- **Metro Vancouver**

At the April 4 meeting of Metro Vancouver's Environment and Parks Committee, Margaret Birch, Craig Orr and Fred Hulbert made a presentation about the Roundtable's objective of preparing phase one of a watershed management plan for the Lower Coquitlam River watershed. This is the same project that the Roundtable has approached the Real Estate Foundation about. In the presentation, we requested the Committee's support and guidance in accessing \$20,000 in funding from Metro Vancouver. Councillor Selina Robinson, City of Coquitlam, and Councillor Darrell Penner, City of Port Coquitlam, are members of Metro Vancouver's Environment and Parks Committee. They both spoke in support of the Roundtable's application. The Committee agreed to consider our request and asked staff to prepare a briefing on the Roundtable. Margaret Birch and Dave Dunkley assisted Metro Vancouver staff with the briefing. At the May 2 meeting of Metro Vancouver's Environment and Parks Committee, the committee endorsed the Roundtable's request for \$20,000. The request will be considered by Metro Vancouver's Board on May 25. If approved, funds would be provided in Metro Vancouver's 2013 budget. Mayor Richard Stewart and Councillor Moe Reid from the City of Coquitlam serve on the Board and will be fully briefed before the meeting.

- **Royal Bank of Canada Blue Water Project**

In previous Core Committee meetings, members have commented on the rigorous requirements of this funding source, which is the reason we haven't approached the Royal Bank of Canada to date. At Globe 2012, Councillor Selina Robinson met with a representative from the Blue Water Project and received encouragement and guidance. Staff from the project are not generally open to pre-meetings about potential projects. The best approach is to submit a list of potential projects. The staff will respond with suggestions about the project which best fits their funding program. There are no specific deadlines for applications. The Core Committee agreed that this was a good source of funding to pursue when we get a coordinator in place.

- **BC Hydro – GrantStream**

Since BC Hydro has experienced severe cutbacks, the Core Committee has not felt that it would be worthwhile to apply for funds during the past year. Since the last Core Committee meeting, Margaret Birch has spoken with Core Committee member Judy Dobrowolski from BC Hydro. Judy suggested that the Roundtable should submit a proposal with the thought that "you never know until you try." The proposal must stress Environmental Sustainability, Youth and Lifestyle and Community Leadership. Maurice asked whether transmission line impacts might be an angle and mentioned BC Hydro's Fish and Wildlife Compensation Program. Margaret replied that this probably would not be a source of funds. Tony mentioned that BC Hydro's requirements for commercial insurance could be a challenge for the Roundtable if it receives funding from BC Hydro.

- **2012 Spirit of Coquitlam Grant**

The deadline for applications for this grant is July 16. Margaret's preliminary discussion with the administrator of this grant indicates there may be a good fit with the Roundtable's proposed Watershed Café Series. The Core Committee agreed this would be a good source of funds to pursue.

- **Bullitt Foundation**

See notes under New Business.

Action Items:

- The Task Group will continue to track the Roundtable's applications to the Real Estate Foundation of BC and Metro Vancouver.
- Craig Orr and/or Margaret Birch will follow up with the Coquitlam Foundation.
- If time and resources are available, the Task Group will submit applications for BC Hydro's Grantstream program and the 2012 Spirit of Coquitlam Grant.

5 ROUNDTABLE COORDINATOR POSITION

Agenda Items:

- Review of applications received - Task Group (Margaret Birch & Elaine Willis)
- Planning ahead - Interview Short List in June

Of the 14 applications received, Margaret and Elaine have short listed three candidates, all of whom seem promising and are available to fill the position. In anticipation of receiving additional funding and since Devon Knight will be taking a leave of absence from her regular business during the summer, Margaret would like to conduct interviews in late May or early June, so that the Roundtable is in a good position to make the transition to a new coordinator. Devon Knight and Dave Peterson have committed to assist with the transition. Margaret asked for volunteers to assist her and Elaine with the interview process and Blaire Chisholm, Real Estate Sector, volunteered.

Action Item:

- The Task Group, assisted by Blaire Chisholm, will interview the three candidates on the short list.

6 CRW ROUNDTABLE SURFACE WATER MONITORING PROJECT

Agenda Items:

- Metro Vancouver's Stormwater Inter-Agency Liaison Group – implications for CRW Roundtable project
- Response to feedback from March 14 meeting and next steps

Since the last Core Committee meeting, Margaret has met with Monte Anions, Keystone Environmental, a key proponent of this project and Gordon Lewis, Core Committee Alternate from the Stewardship Sector. In addition to preparing the proposal for the Core Committee, Monte and Gordon have organized a group of volunteers to support and help implement the project, should the Core Committee/Roundtable be successful in sourcing funds for the project. Monte and Gordon are in agreement that the proposal could be revised in response to feedback from the March 14 Core Committee meeting. Gordon acknowledged that he'd acted prematurely in reporting details from the March 14 meeting to the volunteer group. A correct summary of the Committee's response at that meeting was that further discussion of the proposal was needed. In light of new information about the work of Metro Vancouver's Stormwater Inter-Agency Liaison Group (SILG), Margaret, Monte and Gordon are in agreement that further consideration of the proposal from Keystone Environmental should be deferred to a future Core Committee meeting. The work of the SILG is relevant is because this group plans to release a report in June which will provide a standard manual, guidelines and templates for water quality monitoring in the metro area. It appears that this manual would be an important resource on which to base any work that the Roundtable might undertake in this area. Since the

Roundtable needs to seek funding for such a project, linking the Roundtable project to this guide might improve our chances of securing funding.

In the discussion of this agenda item, Core Committee members raised the following points:

- There was general agreement about postponing any further discussion about this project until after the SILG report is released.
- There was a discussion about the relationship of the water quality monitoring project to the watershed management plan development. One member felt that the watershed management plan should be completed before embarking on the water quality monitoring plan. Another member felt the two projects could move forward in parallel.
- Margaret clarified that the idea of a water quality monitoring project was identified as a priority for the Roundtable by participants at the November 5, 2011 Roundtable meeting. This idea had been brought forward at other previous Roundtable and community meetings, as well.
- Margaret clarified that the water quality monitoring project was brought forward initially because the Funding Task Group needed project ideas which they could pitch to funders. While it has been clear for some time that the Roundtable needs core funding for a coordinator position, most funders are not interested in providing core funding. This is why it has been the Task Force's approach to embed some funds for the coordinator within proposals to do specific projects.
- The urgency of hiring a coordinator to coordinate the projects for which funding may become available was underscored. Devon Knight provided context for the timing of the current search for a coordinator. The Core Committee reviewed the idea of hiring a coordinator a year ago, using funds which were then available from the Fraser Salmon and Watersheds Program. At that time, the Committee decided to continue to rely on Devon Knight Events, principally for meeting planning, until the Committee had a clearer picture of what the coordinator would do.
- There was some review of points which were raised about this project at the March 14, 2012 Core Committee meeting. (See the Summary Notes for that meeting.)

Action Item

- Consideration of the Keystone Environmental proposal for a surface water monitoring project is on hold, pending a review, by the Committee, of the upcoming report from Metro Vancouver's Stormwater Inter-Agency Liaison Group.

7 MANAGEMENT PLAN – LOWER COQUITLAM RIVER WATERSHED

Agenda Items:

- Review the project description in the Real Estate Foundation proposal
- Discuss next steps (e.g. scope of work for a contractor vs. the CRW Coordinator)

Margaret Birch handed out the “Project Description” from the Real Estate Foundation application, noting that Committee members had previously received a copy of the full application. She provided the background and context for the proposal as follows:

The Task Group developed the idea of doing a watershed management plan for two reasons. There was support from the Roundtable participants for doing a plan, and we needed to develop a project idea whose scope would provide a substantial amount of work for a Roundtable coordinator and funds for two Roundtable meetings. The Task Group also felt that a successful result with this application would give us considerable leverage in raising additional funds.

To align the application’s goals with the goals of the Real Estate Foundation, the Task Group selected the most urbanized portion of the Coquitlam River watershed for the watershed plan, e.g. the lower Coquitlam River watershed.

The application requests \$40,000 from the Real Estate Foundation of BC which would be matched by a potential \$20,000 from Metro Vancouver as well as funds from Watershed Watch Salmon Society, the City of Coquitlam and the Roundtable itself. The budget also includes in-kind contributions, bringing the total for the project to \$103,000.

Looking ahead, the Core Committee should be prepared to launch this project if the funds are awarded in June. The project description indicates that the preparation of the plan would be undertaken by the Roundtable coordinator and an environmental/land use consulting firm. In the project description, we emphasized and listed the many resources which contain information that will be useful in preparing the watershed plan. Margaret provided a hand-out on the Bowker Creek Initiative Blueprint, as an example of the type of plan the Roundtable might develop.

Discussion:

The key points from the discussion of this item include:

- Usually the Lower Coquitlam River is defined as the section of the river from the dam to the mouth of the river. For consistency, we should stick with this definition. If it becomes necessary to limit the scope of the watershed management plan due to budget, then the Core Committee could consider two options: the plan could start at the mouth of the river and work upstream, or the plan could simply focus on the areas with the most potential for development.
- There was general agreement that information from sources such as the Hoy/Scott and Maple Creek storm water management plans and BC Hydro flow data could be used for the Coquitlam River watershed plan. The coordinator and contractor might not need to generate a lot of new information. This should make the production of a plan achievable within the budget specified in the funding application.
- The idea of approaching developers to assist with plan development was raised since developers are often required to work with the municipalities on transportation and services infrastructure to advance development sooner. Developments which were mentioned include Riverwalk, the Village at Fraser Mills, and Colony Farm Academy.

Action Item

- If the Roundtable's application to the Real Estate Foundation is successful, the Core Committee will begin more detailed planning for this project at its next meeting in July.

8 VIRTUAL WATERSHED ENVIRONMENTAL CENTRE

Agenda Items:

- Update from New Earth Marketing on progress to date
- Additional feedback on wire frames (prototypes were circulated week of April 23)
- Projected date for launching the Web site

Update:

In his update, Anthony DeDemko, New Earth Marketing, said that he had not received much feedback from the Committee after circulating the draft prototype pages for the new Web site in April. He would welcome feedback at or following the meeting. He also indicated that he hadn't received very much information with which to populate the ten locations which were selected for special attention on the Web site. He reviewed the types of information he was looking for and said he would let the members know, again, how to upload large files. He asked everyone who indicated that they would send photos and/or videos to be sure to provide a title and a description with the visual images, so he would know where to place the information in the Web site. New Earth Marketing is also in the process of migrating information from the existing Roundtable Web site to the new one.

Discussion:

In the discussion of this item, members provided a variety of suggestions on the prototype web pages. Members asked questions about the information needed for the site and clarified procedures for providing it to New Earth Marketing. Since so little information has been provided on the dam, which is the virtual tour location which will receive the most attention on the new Web site, the Committee discussed switching the focus to another site, such as the one called "Hatcheries and Habitat." After some discussion, the members decided to keep the emphasis on the dam. Anthony presented a sample menu of sixteen points as an illustration of the information which could be provided on a fully developed virtual tour location, such as the dam. Other points that were raised in the discussion included:

- The Web site will be developed with Smartphone users in mind;
- The City of Coquitlam will host the Web site and own the information on it;
- People who submit information to New Earth Marketing should be sure that the information is not proprietary and that the Roundtable has a right to use the information;
- While there will likely be a "links" or "resources" section of the Web site, New Earth Marketing does not want to use links to other sites as part of the key information for the virtual tour locations. "We want the viewer to stay on the Roundtable site, not be drawn away to other sites."
- Different viewers will want different information. The site needs to be designed for a variety of users such as the general public, teachers, schools, and academics. It should provide a mix of visuals and solid research.
- Roger Loubert, Arts Connect, commented, "the Web site is very exciting for anyone who comes from our [arts] perspective." Roger commented that he was a past president of the historical

society. He “hopes that the Web site will reflect the history of human settlement in the watershed, as well.”

- Dave Peterson suggested that future plans for the Web site should include translation into Mandarin and Cantonese.

Action Items

- Committee members will forward information to New Earth Marketing.

9 CORE COMMITTEE GUIDELINES AND MEMBERSHIP

Agenda Item:

- Review Operational Guidelines and Terms of Reference

Following the last Core Committee meeting, one of the members publicly communicated information about a project review process which was underway, but not yet concluded. A number of members of the Committee felt that it was this action was inappropriate and that it undermined the trust that has been built among members of the Committee. To help the Core Committee get back on track and continue its record of working together collaboratively, the members reviewed the Roundtable Guiding Principles and the Core Committee Operational Guidelines and Terms of Reference. The discussion drew attention to the principles which stress being responsible, inclusive, respectful, and collaborative. ‘Relationship building’ is another important Guiding Principle. Members noted that the Committee strives to reach decisions by consensus, but if this is not possible, 80% of the members can carry a motion.

Agenda Item:

- Status of Members and Alternates

The Committee discussed the representatives from the Outdoor Recreation Sector. Tom Adlington, ATV/Off Road/Trails Groups is currently the member and Garry Elgear, Riverside Fly and Tackle, is the alternate. Since it has been difficult for Tom to attend Core Committee meeting which are held during the day, the Committee suggested that Tom and Garry should switch. Garry would become the member and Tom the alternate.

Action Item:

- Dave Peterson will contact Tom and Garry to make this suggestion.

Agenda Item:

- Education Seat (Task Group: Selina Robinson (lead), Elaine Willis)

Update:

Since Selina and Elaine were not present, Margaret Birch introduced this item. Figuring out the best way to represent the education sector’s interest on the Core Committee is still evolving. We are pleased that Marvin Roseneau, BCIT, was able to attend this meeting as an observer. We are also establishing stronger links with SFU. Under New Business, we’ll cover a possible collaboration with an SFU Master’s Degree candidate.

Discussion:

Marvin Roseneau commented that it was useful to see how the Committee works. He mentioned that their BCIT program takes students onto the Coquitlam River every year. Students work with Matt Foy (DFO) on a project at the Oxbow. BCIT is offering a new Bachelor’s degree in ecological restoration. The Coquitlam River could be put on a list of projects. Marvin mentioned that his links with SFU are good, and he would be willing to approach other institutions on our behalf. He felt that from an educational perspective the Web site would be a good repository for research.

Roger Loubert (observer), from Arts Connect stressed the importance of arts and culture in the Roundtable’s work. He mentioned that they’d held a regional arts summit last summer in which they addressed a “search for identity” for the region. It became apparent that the Coquitlam River was “giving an identity to the region.” Roger mentioned that he was aware we are trying to fill an “Education Seat” on the Core Committee. He asked the Committee to consider adding an Arts and Culture representative. They are going to have a second regional arts summit this summer.

Margaret Birch provided some background on this issue. Originally, the seat on the Core Committee had been defined as “Education/Arts and Culture.” The Committee felt that these two perspectives could not be well represented by one individual and decided to pursue only the Education Sector as a first step.

Action Item:

- The Task Group will continue to work on this issue.

10 EVALUATION FRAMEWORK AND WORK PLAN

Agenda Item

- Comments received, next steps

Update:

Margaret Birch reported that comments on the Evaluation Framework had been received from one Committee member and would be incorporated into the current draft.

Action Item:

- As discussed at the last meeting, work on this document is on hold pending the hiring of a Roundtable Coordinator.

11 NEW BUSINESS

Agenda Item:

- **SFU Resource Environmental Management (REM) Program**
A Masters student from this program, Gillian Fielding, would like to conduct a project for the Roundtable beginning in September 2012. There may be some funds associated with project.

Action Item:

- The Core Committee, or a representative of the Core Committee, will meet with the student in the fall.

Agenda Item:

- **Collaboration with Watershed Watch Salmon Society** (Bullitt Foundation funding)

Update:

Craig Orr reported that Bullitt Foundation representatives from Seattle came for a tour of the watershed. Craig and Margaret hosted them. The \$25,000 which Watershed Watch Salmon Society (WWSS) received will be used to look at ecosystem services and natural capital. WWSS has committed to providing some of the grant money to the Roundtable to help with the Watershed Café Series and the Lower Coquitlam River watershed management plan. Craig indicated that the Bullitt Foundation expressed an interest in funding the Roundtable directly.

Discussion:

Dave Dunkley, Metro Vancouver, commented that Metro Vancouver is interested in exploring the concept of ecological services and natural capital, especially with regard to the upper watershed. Marvin Roseneau mentioned that Seattle, Victoria, San Francisco and Tacoma are similar to Metro Vancouver in their approach to watershed planning. He mentioned that the David Suzuki Foundation published a report in November 2011 which might be of interest - [Natural Capital in BC's Lower Mainland](#). Craig Orr also referred the Committee to a book called [Principles of Ecosystem Stewardship \(2009\)](#), specifically Chapter 3 on "Sustaining Livelihoods and Human Well-Being during Social-Ecological Change."

Agenda Item:

- The term for Core Committee members

The Operational Guidelines and Terms of Reference state that the Core Committee members serve for a term of 18 months. This deadline is coming up.

Action Item:

- Review the status of members' participation at the next meeting.

Agenda Item:

- **Next Meeting & Timing of the Next Roundtable Meeting**

The next Core Committee meeting will be Wednesday, July 11 from 9 am to noon. The location will be advised at a later date. Blaire Chisholm volunteered to chair the meeting. The next Roundtable meeting will be held in the fall.