



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 Notes

Date/Time: Wednesday, June 22, 2016; 9:30 am - 12:30pm
Location: Kwikwetlem First Nation Meeting Hall, 2-65 Colony Farm Rd, Coquitlam
Co-Chairs: Craig Orr/ Leanna Milburn, Kwikwetlem First Nation
Contact: Marni Turek, Roundtable Coordinator at coordinator@coquitlamriverwatershed.ca
Website: www.coquitlamriverwatershed.ca

Attendees: 17 Core Committee Members + 9 Guests and Observers

Sector	Organization	Core Committee Member	Attendance
Local Government	City of Coquitlam (Staff)	Steffanie Warriner	Present
Local Government	City of Coquitlam (Alternate)	Margaret Birch	Present
Local Government	City of Coquitlam (Elected Representative)	Councillor Chris Wilson	Present
Local Government	City of Port Coquitlam (Staff)	Steve Brown	Present
Local Government	City of Port Coquitlam (Elected Representative)	Councillor Darrell Penner	Regrets
First Nation	Kwikwetlem First Nation	Sue Lizotte	Regrets
First Nation	Kwikwetlem First Nation (Alternate)	Leanna Milburne	Present
First Nation	Kwikwetlem First Nation (Technical Advisor)	Craig Orr	Present
Regional Government	Metro Vancouver Water Management	Dave Dunkley	Regrets
Provincial Government	Ministry of Energy and Mines	Jim Dunkley	Regrets
Federal Government	Fisheries and Oceans Canada	Maurice Coulter-Boisvert	Present
Utilities	BC Hydro	Karen Popoff	Regrets
Education	BCIT	Marvin Rosenau	Present
Aggregate Industry	Jack Cewe Ltd.	Kirsten Wilson	Present
Aggregate Industry	Jack Cewe Ltd. (Alternate)	Carmen Green	Present
Real Estate Development	Brook Pooni Associates, Urban Development Institute	Blaire Chisholm	Present
Arts and Culture	Arts Connect	Sherry Carroll	Present
Stewardship	Tri-City Green Council	Elaine Willis	Present
Stewardship	Port Coquitlam & District Hunting and Fishing Club	Norm Fletcher	Present
Stewardship	North Fraser Salmon Assistance Program	Tony Matahlija	Present
Stewardship (Alternate)	GMaintenance	Gordon Lewis	Present
Roundtable Coordinator	Coquitlam River Watershed Roundtable	Marni Turek	Present

Guests and Observers:

Guest Presenter	Metro Vancouver	Laurie Bates-Frymell
Guest Presenter	Watershed Watch Salmon Society	Trish Hall, Operations Manager
Observer	City of Coquitlam	Councillor Bonita Zarrillo
Observer	Public Member and Volunteer	Sarah Boutillier
Observer	GMaintenance	Stephanie Dowdell

Observer	Stoney Creek Environmental Committee	John Templeton
Observer	ARTicipation	John Lewis
Observer	Tri-City Green Council	Melissa Chaun
Observer	Allard Contractors Ltd.	Jim Allard

Summary of Actions from June 22, 2016:

Action		Action By	Deadline
1.	Information from the “Advancing Watershed Sustainability in BC” workshop will be circulated with the meeting notes.	Sherry Carroll/ Marni Turek	To be circulated with the meeting notes.
2.	Request a presentation from the City of Coquitlam on the status of the Northwest Burke Vision at the September Core Committee meeting.	Marni Turek	July 2016
3.	The website link to the Northwest Burke Vision Phase 1 and 2 reports will be circulated to the Core Committee.	Margaret Birch	To be circulated with the final meeting notes
4.	Ensure your individual sectors are informed on the Northwest Burke Vision prior to the September Core Committee meeting.	ALL	Prior to September Core Committee Meeting
5.	Add the topic of “The role of the Roundtable and its collective voice” to the next agenda.	Margaret Birch	September 14, 2016
6.	The UVIC report “Lower Coquitlam River Watershed Plan: Tools for Healthy Watersheds and Healthy Humans” will be circulated to the Core Committee when finalized.	Craig Orr	To be circulated when final
7.	Form a Hiring Committee to facilitate the recruitment process for the new Roundtable Coordinator. The Hiring Committee will consist of the following sub-committees: <ul style="list-style-type: none"> • Screening Sub-Committee: Elaine Willis/ Chris Wilson • Interview Sub-Committee: Steve Brown/ Elaine Willis/ Sherry Carroll/ Carmen Green/ Maurice Coulter-Boisvert 	Trish Hall/ Margaret Birch/ Elaine Willis/ Chris Wilson Steve Brown/ Sherry Carroll/ Carmen Green/ Maurice Coulter-Boisvert	Immediately
8.	A Communications Standing Committee will be formed once a new Roundtable Coordinator has been hired.	Margaret Birch	September 2016
9.	A Terms of Reference Task Group will be formed to review and update the Terms of Reference, address Core Committee member recruitment of vacancies and review the Volunteer Guidelines.	Sherry Carroll/ Blair Chisholm	September 2016
10.	Next Meeting: (Tentative) Wednesday, September 14, 2016 9:30 am – 12:30 pm Location: TBD	ALL	September 14, 2016

Status on Actions from Previous Meetings:

Action		Action By	Status
1.	Gillian’s Master’s Defense PowerPoint presentation will be circulated.	Marni Turek	COMPLETED
2.	POLIS Workshop Meeting Notes will be circulated.	Marni Turek	COMPLETED
3.	Follow up on the status of the City of Coquitlam “Artists for Salmon Project” RFP.	Sherry Carroll	COMPLETED: CRWR was not selected to participate.
4.	Establish a Habitat Restoration Subcommittee.	Maurice Coulter-Boisvert/ Tony Matahlija/ Margaret Birch	OUTSTANDING: To be addressed at an upcoming meeting.
5.	A Public Consultation Committee will be formed to facilitate the development of an online survey to obtain feedback on the LCRWP. This committee will invite the Core Committee to provide input into the development of the questions.	Elaine Willis	ON HOLD: To be discussed following completion of the Watershed Plan edits.
6.	Reporting Out – Core Committee members will share communications pieces with their respective organizations and networks, and identify opportunities to provide updates on the Roundtable activities, progress and needs. Core Committee members will determine what opportunities they have to report out on the status of the LCRWP, whether it be a presentation to senior management, City Council, their board, or membership.	ALL	OUTSTANDING: Was not discussed at the June 22 Core Committee meeting. To be discussed at subsequent Core Committee meeting or Communications Standing Committee meeting.
7.	An orientation package for new Core Committee members is being prepared. This package will help new Core Committee members become familiar with the Roundtable and identify ways to maximize effectiveness on the Roundtable.	Marni Turek	ON TRACK FOR COMPLETION: Draft was circulated for review June 22, 2016.

Meeting Notes

9:30 am **Agenda Review and Roundtable Introductions**
Roundtable introduction of members and observers.

9:45 am **Roundtable**
Roundtable members to share their ideas, projects, etc.

“Advancing Watershed Sustainability in BC” Workshop (Sherry Carroll)

- Sherry Carroll attended this full day workshop hosted by the BC Wildlife Federation and the Fraser Basin Council on May 27, 2016 at the SFU Harbour Centre. Thank you to Sherry for taking the time to attend.
- The Roundtable is being seen as a model. Many groups are in transition and they think the Roundtable is one of the most effective models.
- Fraser Basin Council is putting on another event in the fall.
- **ACTION:** Information from the “Advancing Watershed Sustainability in BC” workshop will be circulated with the meeting notes. (Sherry Carroll/Marni Turek)

Riverview Lands Advisory Committee (Sherry Carroll)

- Sherry Carroll gave a presentation on the Roundtable to the Riverview Lands Advisory Committee.

Salmon Art Project Status (Sherry Carroll)

- The Roundtable was not selected to participate in the Salmon Art Project.

City of Coquitlam Northwest Burke Vision Project Advisory Group (Sherry Carroll)

- The Roundtable is a member of the Project Advisory Committee (PAG) for the Northwest Burke Vision. Sherry Carroll attended the Project Advisory Group meeting on June 21, 2016 as a representative of the Roundtable and reported back to the Core Committee on the key points discussed, and encouraged participation from Core Committee members at the upcoming public consultation sessions.
- City Staff recently took an information report to Council-in-Committee. This report summarizes the findings of *land use, access and servicing* (sanitary, water and storm) analyses undertaken since the Project Advisory Group last met. This work builds off of the *Constraints and Opportunities Report*, and includes:
 - Reviewing site, land use, and the local/regional policy context;
 - Identifying potentially developable land;
 - Exploring several land use scenarios to estimate future potential dwelling unit and population levels; and,
 - Determining conceptual transportation and utility networks to provide access and service to developable areas.
- The reports are available on the project webpage <http://www.coquitlam.ca/NBV>. The findings were discussed at the Project Advisory Group meeting on June 21, 2016.
- Marni Turek shared the notices of the public consultations on social media.

- Maurice Coulter-Boisvert was interested in what stage government agencies are invited to comment. Steffanie Warriner noted that the City of Coquitlam is following its standardized external agency review process and that some government agencies need more specific information than what they can provide now.
- Steffanie Warriner noted that SPEA mapping is underway now at the City of Coquitlam, including some areas in Northwest Burke.
- **ACTION:** Request a presentation from the City of Coquitlam on the status of the Northwest Burke Vision at the September Core Committee meeting. (Marni Turek)
- **ACTION:** The website link to the Northwest Burke Vision Phase 1 and 2 reports will be circulated to the Core Committee. (Margaret Birch)
- **ACTION:** Ensure your individual sectors are informed on the Northwest Burke Vision prior to the September Core Committee meeting. (ALL)
- Elaine Willis would like to discuss the role of the Roundtable and its “collective voice” in these types of processes.
- **ACTION:** Add the topic of “The role of the Roundtable and its collective voice” to the next agenda. (Margaret Birch)

Vancity Shredathon (Margaret Birch)

- June 18 Vancity Shredathon raised \$1600 for the Roundtable. Thank you to the Shaughnessy Branch Vancity for their continued support, and to Carmen Green, Trish Hall, Sherry Carroll, Tony Matahlija and Sarah Boutillier for volunteering their time. This funding will be matched by the REFBC funding.

Ugly Bug Ball (Maurice Coulter-Boisvert)

- The Ugly Bug Ball was held June 18, 2016 to recognize and appreciate the work of volunteers who participated in the Salmonid Enhancement Program. Aside from the weather, it was a great success.

City of Coquitlam Environmental Achievement Awards (Tony Matahlija/ Norm Fletcher)

- Members of the Core Committee attended the City of Coquitlam Environmental Achievement Awards banquet held June 11, 2016. Norm commented on how well organized and excellent the event was.

Steffanie Warriner, City of Coquitlam

- The City of Coquitlam released a new video on how to co-exist with bears. Please watch and share with your networks. This is a significant problem in the Tri-Cities with the highest call volume for any area in the Province.

Tricity Green Council – GreenDrinks

- Dr. Veronica Wall will be presenting at Douglas College on July 21, 2016.

Marvin Rosenau - BCIT

- Provided an update on the mark and recapture in oxbow ponds, noting that he didn't get any recapture in these historically productive ponds. Factors that could have

contributed were discussed, including early return and flows from spilling.

Jim Allard, Allard Contractors Ltd.

- Jim Allard, Vice President of Allard Contractors Ltd., expressed interest in being involved on the Coquitlam River Watershed Roundtable Core Committee. The Terms of Reference Task Group will be reconvened to review Core Committee Membership.

Craig Orr – UVIC Environmental Law Centre Research

- A student at the UVIC Environmental Law Centre conducted a project based on the Lower Coquitlam River Watershed Plan. A draft report titled “Lower Coquitlam River Watershed Plan: Tools for Healthy Watersheds and Healthy Humans” was prepared.
- The purpose of this report is to provide information on legal tools that can assist the Cities of Coquitlam and Port Coquitlam in achieving the objectives outlined in the Lower Coquitlam River Watershed Plan (focussing on Stormwater, Development and Invasive Species), and to provide an outline of legal tools citizens can use to participate in municipal action. It also identifies tools that may be helpful in addressing additional pressures on watershed that the Lower Coquitlam River Watershed Plan identified but that were not made a priority for various reasons. This is an excellent literature search focusing directly on three of the major pressures identified in the Lower Coquitlam River Watershed Plan and links back to ecosystem services.
- **ACTION:** The UVIC report “Lower Coquitlam River Watershed Plan: Tools for Healthy Watersheds and Healthy Humans” will be circulated to the Core Committee when finalized. (Craig Orr)

10:10 am **Funding Update, Next Steps Through 2016 and Beyond**

Update on REFBC Multi-Year Funding Application (Trish Hall/ Marni Turek)

- Watershed Watch Salmon Society submitted the application to the REFBC on behalf of the Roundtable. Watershed Watch Salmon Society is pleased to announce that the multi-year funding application was successful for the full amount requested.
- An overview of the application was presented. A spreadsheet outlining all in-kind and cash from 2007 -2016 was circulated.
- Councillor Chris Wilson noted that \$2.7 Million was approved for the Integrated Watershed Management Plan for Chines Creek. He was surprised how hard everyone has had to work to raise money for the Lower Coquitlam River Watershed Plan considering that large amounts of money are being dedicated to other watershed projects.

DFO Public Involvement Program (Margaret Birch)

- The Roundtable is on the shortlist for DFO PIP funding over the next three years.
- \$2000.00 will be contributed in 2016 and will be matched by the REFBC funding.

Next Steps of Project Through Summer (Trish Hall)

- A successful transition is very important. Marni Turek will be available to provide coordination support in the transition periods and training for the new coordinator.

Transition Tasks for Roundtable and Core Committee (Marni Turek)

- Watershed Plan Edits – underway.
- Preparing eNews and articles to announce the funding, and performing basic coordination tasks as needed.
- Training the New Coordinator (website, eNews, file management, etc.)

10:30 am **Lower Coquitlam River Watershed Plan**

- Revisions to finalize the plan are underway. The plan is being restructured to be more user friendly and easier to update. A draft introductory letter from the Watershed Task Force, Executive Summary and “Development Toolkit” were circulated for review.
- Developing a community feedback survey will remain on hold until the revisions are complete.

11:15 am **Administration – Committee Membership/Recruitment, Hiring Roundtable Coordinator**

Core Committee Member Recruitment of Vacancies

- **ACTION:** A Terms of Reference Task Group will be formed to review and update the Terms of Reference, address Core Committee member recruitment of vacancies and review the Volunteer Guidelines. (Sherry Carroll/ Blaire Chisholm)

Recruitment Process for New Roundtable Coordinator

- The recruitment process for hiring a new committee will consist of forming a Hiring Committee to update the job description review applications, conduct interviews and select the new Roundtable Coordinator.
- **ACTION:** Form a Hiring Committee to facilitate the recruitment process for the new Roundtable Coordinator. (Trish Hall/ Margaret Birch)
 - The Hiring Committee will consist of the following sub-committees:
 - Screening Sub-Committee: Elaine Willis/ Chris Wilson
 - Interview Sub-Committee: Steve Brown/ Elaine Willis/ Sherry Carroll/ Carmen Green/ Maurice Coulter-Boisvert

Communications Standing Committee

- **ACTION:** A Communications Standing Committee will be formed once a new Roundtable Coordinator has been hired. (Margaret Birch)

11:30 am **Regional Invasive Species Task Force Update**

Guest Presenter: Laurie Bates-Frymel, Metro Vancouver

- Laurie Bates-Frymel, Senior Regional Planner, Planning, Policy & Environment, Metro Vancouver provided an update on the work underway with the Regional Invasive Species Task Force and how it can support/align with the LCRWP Invasive Species strategy for action. She noted that the work of the Coquitlam River Watershed Roundtable is inspirational. Marni Turek expressed that the Roundtable would welcome the opportunity to be a pilot for the Invasive Species “Alignment of Efforts on a Watershed Wide Scale”, noting that implementation partners have been identified along with a potential funder.
- Laurie also provided highlights on the 5-year renewal of the 2011 Ecological Health Action Plan. Some aspects were successful and some were not implemented, so efforts will be made to strengthen links with existing guiding documents.

11:50 am **Other Items, News and Good Byes to Marni**

- Action items from April 13, 2016 were reviewed.
- The Core Committee said thank you to Roundtable Coordinator Marni Turek for the two+ years of involvement with the Coquitlam River Watershed Roundtable and wished her well on her new endeavours.

11:15 am **Next Core Committee Meeting**

- **Date:** Wednesday, September 14, 2016
- **Time:** 9:30 am – 12:30 pm
- **Location:** TBD