

Shawnigan Residents Association

Board Meeting

Dinter House, Shawnigan School

January 19th, 2016

Minutes

- 7:02pm** *Call meeting to order* – Grant (including introductions for guest speakers)
- 7:03pm** *Board members and Guest Present* –
Board members present: Calvin, Al, Grant, Rod M., Jerrod, Garry, Declan and Magen. Absent: Dewar, Brandon, Rod G., and Earl. Guests: Bruce Fraser, Kelly Musselwhite, Bill Hook and Carolyn Dowell.
- 7:05pm** *Guest presentation by the Basin Society's Dr. Bruce Fraser and Kelly Musselwhite* - discussed the implementation of Herb Hammond's ecosystem based conservation plan. Bruce commented the Shawnigan Basin Society (SBS) has spent considerable resources collecting information on the watershed, and is now proposing the SBS and SRA form a joint committee to collaborate on developing an implementation plan that engages the community.
Action: Bruce will send an email to Calvin, and/or Grant to initiate the process.
- Action: Bruce** will also send an email that we can use to communicate with SRA members on looking for waterfront owners prepared to volunteer their properties for foreshore restoration...and to see if other are interested in getting involved in implementing this initiative.
- 7:35pm** *Guest presentation from Carolyn Dowell on bio remediation* – Carolyn circulated a brochure introducing the Shawnigan Bio Remediation Society, and the benefits of mycelium (associated with certain mushrooms) which use their enzymes to remanufacture harmful hydrocarbons into carbohydrates which then become food for the mushrooms. **Action: Carolyn** will send an email to Grant for redistribution to SRA members announcing a meeting for those interested in more information and getting involved.
- 7:50pm** *Guest presentation from Bill Hook on testing water in the aquifer through local wells* – Bill promoted the idea of measuring at least 5 wells (near the SIA site) that would reach the major aquifer under the SIA site. This aquifer also feeds Shawnigan Lake. Bill feels that while other surface measurements are important, these tests closest to the SIA site would be first tell-tail of any harmful contamination reaching main water sources to the lake...especially if baseline data was taken now, followed by testing every 3-6 months. Bruce mentioned that Dave Hutchinson was leading the water testing initiative, and Bill should contact him. Bruce also mentioned SBS may be willing to fund these water tests if they are approved as part of a more comprehensive water testing initiative. **Action: Grant** to sent an email connecting Bill, Dave and Bruce.

8:10pm

Approval of Previous Board Minutes – December’s minutes were approved.

8:11pm

Review outstanding actions :

- AI and Dewar developed a draft brochure which was circulated at the December’s meeting. The board was given 24 hours to provide AI with comments, in order that AI could finalize the brochure and generate a supply that would be available for canvassers etc. – *AI said the brochure is ready. Action: AI to send Rod M a “pdf” version of the brochure that he would arrange to be printed. Action: Rod M will close the loop with Netta, who had some concerns and suggestions.*
- Netta will follow-up with Chris on the upgrades to the website, and report back. The board was reminded they authorized a payment here, and this issue should be monitored until the action is complete and monies paid. – Half of the authorized payment has already been made to Chris. Netta will work with Chris on clarifying other changes to the website before the remainder is paid. Chris can’t address this right now due to other pressures, so Netta agreed to stay with this one until it is done. – *Netta mentioned Sonia was further developing the website “savesawniganwater.org”, and that until that work is down (about 6 weeks), we shouldn’t do any work on our website, so when we do changes they complement that website, rather than compete with it. The board supported this delay. Action: Netta will keep us informed.*
- **Action Netta:** will speak with Sonia about the properties along south entrance, past the industrial park, which seem to be getting worse in appearance. The question being what is the CVRD able or willing to do, and how can she, or we, help. Netta will follow-up in the new year. - *deferred*
- Calvin will speak with each new board member and discuss their involvement, attendance, motivation, commitment etc. – Calvin has spoken to some board members and will speak to the rest before next meeting. - *done*
- It was also noted that members are pointing out they have seen other dumping activities on private properties, and are unaware of any CVRD regulations that they can identify to have the activity investigated... potentially the MoE could investigate. **Action: Garry** will follow up with MoE to see what actions have been taken to date.
- **Action: Dewar** mentioned a video on LNG he wanted to buy and review. If appropriate, he would suggest the SRA purchase it and make it available through the “office” for others to use. Dewar thought the video was about an hour long and cost approximately \$30. – *deferred*
- Some suggested there were some technical challenges with the on-line membership registration. **Action: Dewar** would follow up with Chris / Julia. (Note: Julia McDougall has volunteered to take on the work that Katie Dewar was doing, now that Katie has moved to England to take on new challenges).
- Despite the new boom in place it appears large debris is going over, or around the boom and logging downstream between the bridge and weir. **Action: Grant** will pursue with the CVRD and report back to the board. –

Grant reported that Brian Dennison will review the boom in terms of it properly covering the mouth of the creek, plus being in a formation that does collect debris, but deflects it on to the adjacent beaches.

8:35pm

Committee reports -

- Legal Action Committee – Calvin
 - Calvin provided an update on the court proceedings
- SRA Governance Committee – vacant
 - Who will take on meeting our obligation under the Societies Act, and updates to board insurance, i.e. some of what Lois did? – no update.
 - Lois is prepared to continue to do the gmail– she needs someone to take this on while she is away for three months traveling. Grant has asked Netta, but hasn't heard back yet.
 - Anne Marie is prepared to continue with Social Media support – no updates
 - Netta is prepared to continue with marketing support – Netta advised the website still needs two advertisers to fill vacancies. **Action: Rod M** mentioned he had a suggestion, which he would pass to Netta. Netta was also looking for suggestions on how to market and sell the large number of T-shirts that are sized for children. It was mention that Netta planned to take them to the Raffi concert.
- Membership Committee –Dewar / Katie
 - **Attachment** from Dewar
 - Rod M mentioned canvassing homes was approx. 50% done and would continue for at least another 3-4 months. He also mention they would set up tables at Country Grocers and Thrifties
- Finance Committee – Dewar
 - **Attachment** from Katie, who also mentioned Julia McDougall would be assuming her role.
- Fish and Habitat Committee – Jerrod
 - Jerrod mention the DFO is still paying close attention to what is happening, but not prepared to do more than observe at this stage.
- Water Committee – Grant
 - No updates beyond activities mention above (e.g. boom)
- Municipal Status Committee – Al
 - Al mention Sierra Acton would no longer take on the lead for the committee. Al will assume in the interim. – no updates
- Communications Committee – Al
 - No updates
- Government Liaison Committee –Garry / Barane
 - **Attachment** from Garry.
- Student Committee –Megan and Declan
 - No updates

9:15pm

Adjourned

Next Meeting:

Tuesday February 16th, 2016

SRA Board Meeting

January 19, 2016

Dinter House

Government Liaison Committee Report

- 1) **Coast Guard Mapping for “Navigational Aids” on Shawnigan Lake**
 - a. Input requested on danger areas not currently identified
 - b. Have requested electronic copies of the map (to be distributed to Board Members)
 - c. Hand out

- 2) **Canadian Safe Boating Council (CSBC)**
 - a. Was contacted by Cpl. Larry Jacobs, head of the “South Island Integrated Marine Unit” re this organization
 - b. Larry encouraged me to look into it as to what they can provide us
 - c. I will report back over the next few weeks

- 3) **Local governance (CVRD)**
 - a. Have been in touch with our director Sona Furstenau
 - b. Set to meet with her tomorrow after lunch – discussing:
 - i. the 2016 CVRD Budget
 - ii. Grants in aid, marine aid funding, taxes generally

- 4) **Continue to keep in touch with Barane McCartney**

- 5) **Please contact me with a description of any areas on the lake that you see as dangerous and currently unmarked.**
 - a. Email: Garry.Horwood@gmail.com

- 6) **Will email tonight’s report to Grant and all Board Members by Wednesday night**



January 2016 Membership Database Report

This report provides a brief summary of the Shawnigan Residents Association membership database going into the 2016 calendar year. The statistics provided below were generated on January 9th, 2016 and are therefore subject to change. Currently, there are 1,427 records in the SRA Memberships Database.

Memberships:

The database contains **458 household members**. These memberships expire on December 31st, 2016.

In addition to the 458 household memberships there are 127 volunteers, 112 known contributors (does not include anonymous contributions), and 195 inactive records. The inactive records are either records containing limited information (never been a member, volunteer or contributor), or individuals who simply wish to receive updates through our mail distribution.

Memberships Processed to Date:

Between November 19th, 2015 and January 9th 2016, a total of 297 household memberships were processed and added to our database. In this same time frame, 316 Gmail emails were processed.

Still to be Processed:

As of January 9th, 2016 there are 68 emails and 227 paper household membership forms that have yet to be processed. These household memberships were received between January 4th and January 8th, 2016. This is absolutely remarkable and is a result of volunteers - both businesses and individuals - who canvas the community encouraging SRA membership.

Incorporation:

There are also a number of community members, both SRA members and non-members who are interested in incorporation. I have not yet processed the forms indicating interest in incorporation and is a goal leading into the 2016 calendar year.

Resignation:

I regret to inform the SRA board, that I will no longer be able to manage the SRA database. I have received an offer of employment in London, England and depart January 13th, 2016. Thank you for the opportunity to get involved, it has been a privilege to work with the SRA board.

Luckily, there is an SRA member and volunteer, Julia MacDougall, who is willing to take over this role. I have already shown Julia what the position entails and she is prepared to manage the database upon board approval. I recommend that the position remains paid at a rate of 20 dollars per hour. It is at the board's discretion to decide the maximum number of hours per month that Julia is permitted to work.

Julia will attend the January 2016 board meeting and will await board approval before starting in this position.

Thank you again, it has been a wonderful experience and I will absolutely continue to support the SRA's efforts from across the pond.

Manual:

Along with this report, a SRA database management manual has been created and will be stored at the offices of Dewar McCarthy and Company. The manual will assist future SRA database managers as they transition into this position.

Concluding Remarks:

If you have any enquiries about the SRA database you can contact Dewar at dewar@dewarmccarthy.com while an email address is being set up for the new database manager. This report will be presented at the January 2016 SRA board meeting.



January 2016 Financial Report

ACCOUNT BALANCES

Clean Water Fund

The balance on the clean water fund at Island Savings is \$ 11,236.82

Operating account

The balance on the operating fund at Island Savings is \$ 7,905.48

PayPal account

The balance in the PayPal account is \$ 5,825.00

GoFundMe account

I have no details on this account. Don't know who opened it or where the money is going. Any info would be helpful.

On hand (requires banking)

On hand I have a cheque for \$1,500 and a \$100 cash. All other monies are in the bank.

Transfers to the lawyers

The SRA transferred \$30,000 to the lawyers in December 2015. It is envisaged that the SRA will make a further transfer of \$20,000 before the end of January.

INITIATIVES

New memberships

Thanks to our team of volunteers membership has grown substantially in the past month and is set to break our all-time record for paid up memberships. Money and completed membership forms have been delivered to our offices by the individual volunteers and processed. Please refer to Katie's membership report for more details.

Membership database

The membership database is largely up to date and we can now start producing some meaningful data such as mailing lists etc. Please send your data list requests to the Treasurer or you can drop in to his office during working hours.

Prepaid memberships

The SRA has, in reserve, an amount of \$1,850 in unallocated membership fees. Deserving residents that are unable to afford the \$20 in membership fees have the opportunity to become members.

Petition

The SRA has received 118 completed petition pages from volunteers. Please do not mail these to the House of Commons directly, per the instructions printed on the petition, they need to be scanned and cataloged before mailing.