

Peninsula Streams Society

Peninsula Streams Society 2008 AGM Package

Table of Contents:

Agenda	2
Minutes from 2007 AGM	3
2007-2008 Fiscal Year Core Account Review	11
2008-2009 Budget Version A	13
2008-2009 Budget Version B	14
Call For Nominations for the Corporate Fundraising Committee	15



Peninsula Streams Society
2008 ANNUAL GENERAL MEETING
Greenglade Community Center, 2151 Lannon Way

AGENDA
Saturday April 26, 2008
2:00 – 4:00pm

1. 2:00 pm to 3:30 pm Business Meeting
 1. Welcome & Introductions
 2. Approval of Agenda – Additions to Agenda
 3. Approval of Minutes from the 2007 AGM
 4. Chair's Report
 5. Treasurer's Report
 6. Watershed/Member Reports
 7. Elections
 8. New Business/Additions
 9. Discussion
 10. Adjournment

2. 3:30 - 4:00 pm Presentation "A Year of Stream Restoration" – Ian Bruce

Peninsula Streams Society 2007 Annual General Meeting Minutes
Saturday May 5, 2007 2:00-4:00pm
Greenglade School, room 8, 2151 Lannon Way

List of Attendees:

Alice Finall – Chair and representative for the Friends of Dominion Brook Park
Denis Coupland – Treasurer and representative for the Hagan/KENNES Watershed Project
Sadey Guy – Representative for the Friends of Reay Creek Park
Art Dimock – Representative (alt.) for the Friends of Tod Creek Watershed
Mary Earnshaw – Representative for the Friends of Pat Bay Watershed
Sheila Irving – Representative (alt.) for Saanich Inlet Protection Society
John Williams – Representative (alt.) for SeaChange Marine Conservation Society
Earl Claxton Jr. – Representative (alt.) for SeaChange Marine Conservation Society
Alex Marr – Representative for the Friends of Chalet Creek
Cliff Campbell – Representative for the Tseycum Watershed Initiative
Newton Hockey – Member Friends of Chalet Creek
Sunny Johnson – Member Friends of Chalet Creek
Bob Johnson – Member Friends of Chalet Creek
Marjorie Garside – Member Friends of Chalet Creek
Mietlxa Gawlak – Member Friends of Reay Creek Park
Penny Patterson – Member Friends of Reay Creek Park
Alan Philip – Member Peninsula Streams Society
Sandy McPherson - Member Peninsula Streams Society
Patsy McAvity – Member Peninsula Streams Society
Charles McKenzie – Member Peninsula Streams Society
Diana Chown – Member Peninsula Streams Society
Ian Bruce – Executive Coordinator Christina Ball – Stewardship Coordinator

Action items indicated are italicized.

1. Call to order, 2:10pm

2. Approval of Agenda

Moved by Sadey Guy, Seconded by Sheila Irving

3. Approval of the 2006 AGM minutes

- Addition of Denis Coupland, Sheila Irving and Ian Bruce to the list of attendees
Moved by Denis Coupland, Seconded by Sheila Irving

4. Chairs Report – Alice Finall

- There have been few meetings of the executive this past fiscal year. Most of the work of Peninsula Streams Society has been done by or through Ian Bruce.

5. Treasurers Report – Denis Coupland

- This budget is not audited and deals only with core funding. Other funds are gathered for specific projects which are not addressed in this budget. Most grants for projects do not allow spending on core expenses.

- The budget is split into two main components: a \$30,000 in-kind donation from the Institute of Ocean Sciences (DFO) for office space and an additional \$50,000 budgeted for non-project work. This \$50,000 is raised through grants and donations.

- Last year Peninsula Streams Society (PSS) raised \$65,000 in grants and donations. \$36,000 came as grants.

VanCity - \$10,000

UVic SLIP grant - \$5500

District of North Saanich - \$10,000

Town of Sidney - \$500

District of Central Saanich - \$10,000

- The remaining \$29,000 came as donations from various organizations, groups and miscellaneous revenue.

- This year the dollar amount of grants has been cut to \$16,500 for various reasons. The UVic SLIP grant is a one time grant, VanCity cut there grant by half and the District of North Saanich cut their grant to \$1000. PSS will be applying for BC Lotto Corp funding this year.

VanCity - \$5000

District of Central Saanich - \$10,000

District of North Saanich - \$1000

Town of Sidney - \$500

- There have been some changes to staffing expenditures for the 2007-2008 fiscal year. Ian Bruce's hours have been decreased to 70 hours per month, while his hourly wage has increased. Christina Ball's hours (stewardship coordinator) has increased to 75 hours per month at \$16 per hour. This year Denis, as PSS treasurer, recommends a \$50,000 budget (see attached).

Motion to adopt a \$50,000 budget for the 2007-2008 fiscal year. Moved by Denis Coupland, seconded by Sheila Irving.

Discussion:

Question - Newton Hockey – Is Peninsula Streams Society going at BC Lotto Corp funding?

Answer - Ian Bruce – Yes. The applications are due in July.

Question - Sandy McPherson – What is the application process for municipal grants?

Answer - Ian Bruce – It is different in each municipality. Usually the application is in the fall and then the organization gives a presentation early in the New Year. The process for DNS changed this year without notice.

Question - Sandy McPherson – Is there a reason why Sidney's grant is much lower than the other municipalities?

Answer. Denis Coupland – Sidney doesn't believe that it has any important habitat. Also, Peninsula Streams Society's mandate is not important to Sidney.

Comment - Ian Bruce – Thank you to all of our supporters. If we had more money then PSS could do much more work. Because of the state of

municipal donations this year the majority of work will likely be in DCS.

Question - Mary Earnshaw – Can the DNS grant be reviewed?

Answer - Ian Bruce – No. We will soldier on. Unfortunately this may be used to demonstrate next year that we don't require \$10,000. He encourages all members to write letters in support of PSS.

Comment - Mary Earnshaw – She would like to send a private thank you letter to Peter Chandler for his support on council for PSS.

Comment - Ian Bruce – This could also be done publicly and sent to the Peninsula News Review.

Comment - Sheila Irving – A private letter would be good but people must still write to DNS Mayor and Council.

Comment - Ian Bruce – People should write to Mayor and Council even if they are not North Saanich residents. People from Central Saanich and Sidney also volunteer on North Saanich projects.

Question - Alex Marr – With all of the work that is done with Deep Cove Elementary School students on Chalet Creek, could PSS put up notices to parents regarding letters to DNS?

Comment - Diana Chown – She would support a notice to parents regarding the DNS grant to PSS.

Comment - Ian Bruce – PSS must approach the administration of Deep Cove School regarding the best way to give parents notice. Administration may say to go to PAC (Parent Advisory Council).

Question - Alex Marr - Also could PSS get fishing related business in Sidney to push the Chamber of Commerce regarding the Town of Sidney grant size?

Comment - Denis Coupland – PSS must be practical. As most of our money came from DCS this year that is where most of our work will be done.

Motion carried.

6. Creek Reports

A. Friends of Sandhill Creek – Ian Bruce

- A group, the Friends of Sandhill Creek, was started last summer. Some work was done by the group in Sandhill Park. This creek has two main tributaries. One originates on Bear Hill near Oldfield Road. It flows south along Central Saanich Road, through Keating, through Silver Rill Farm, under the highway, through the Saanich Historical Artefacts Society land, through the Tsawout reserve and into Saanichton Bay. The second tributary starts near McDonald Farm on East Saanich road. It runs through Saanich Peninsula Hospital lands and joins the other tributary on reserve lands.

B. Sidney Anglers Association – Ian Bruce

- Donated \$2000 last year. Also the Port Sidney Fishing Derby donated \$3700 to PSS and \$5000 to Goldstream Hatchery. Most of their revenue comes from running the Tulista Park boat ramp. This contract with the town of Sidney comes up for renewal soon. PSS will be doing work with them in Reay Creek Park to remove several collapsed bridges.

C. Friends of Pat Bay Watershed – Mary Earnshaw

- They are much closer to finishing the Pat Bay Kiosk text. She has met with the DNS Parks Commission and they have offered to pay for the sign. They have requested the removal of information on PSS to be replaced with information on past restoration projects. She is working slowing with Cora Jacks (Tseycum First Nation) on the other side of the kiosk.

D. Saanich Inlet Protection Society – Sheila Irving

- The proposed Bamberton development is occupying much of their time. The District of Cowichan is holding community meetings on the development.

Comment - Denis Coupland – We are dealing with a large stretch of intact habitat. This is the last habitat left for Marbled Murrelets on the south Island. The developers are calling this area a park even though it will be fragmented with houses and access roads. Three-Point Development (the developers) has also stated that they have good relations with the Malahat First Nation even though the Saanich Council has stated that the area is sacred land and they do not want it to be developed. The developers must now put in their final development plan to the District of Cowichan. SIPS will be approaching other levels of government. SIPS would like to see the land protected in some way.

- We would like people to write lots of letters to all levels of government regarding the proposed development. Also, Pumpy Dumpty continues operation this summer. There was the first pump out last weekend (April 28-29).

Comment - Alex Marr – The Garry Lunn report mentioned available funding for environmental protection. This could be tapped in some way.

Question - Diana Chown - Could the District of Cowichan address be put on the PSS website?

Answer - Ian Bruce – Yes, we will put it on and some information. There is also information available through SIPS.

Question - Diana Chown – Are there other groups that are working on this problem?

Answer - Alice Finall – There is a group called the Vancouver Island Public Interest Group that is looking at this. There are a number of groups that are working on this proposal.

- The Bamberton development is completely outside of the urban containment boundary.

Question – Patsy McAvity – How can the developers continue without the approval of the First Nations?

Answer – Sheila Irving – That is why the District of Cowichan is holding meetings. They are trying to determine the level of support for the project.

Question – Marjorie Garside – Didn't a previous similar project on the Bamberton lands fail?

Answer – Denis Coupland – Yes the previous proposal did fail. However, the developers feel that this proposal is much more “modest”.

- Shorekeeping training is now over. Sampling dates are coming up.

E. Hagan KENNES Watershed Project – Denis Coupland

- DCS has renewed their financial commitment to the water quality testing program.

- Most work has been done in the Lower Hagan valley. We are continuing plant in that area. Work has also been done higher up in the Hagan Valley (Skip Crawford's property). The creek was excavated late last summer. Planting took place at the end of March. As a result of this work Ian Bruce now has several new contacts in the area that are interested in having work done on their property.

- We would also like to do some work in Centennial Park. There is a project scheduled for this summer on the upstream part of Graham Creek past Keating (near Church and State Winery).

F. SeaChange Marine Conservation Society – John Williams (JB)

- There has been lots of water quality monitoring of Tod Creek and the machines have recently been recalibrated.

- They have been working with a UVic student to replant cattails and bulrushes in the inlet. They are also planting near the storm drain outfall. Snowberries have been planted in areas to help to control erosion. Sword ferns and ninebark are also being used.

- The group is continuing with invasive species removal. These areas are being planted with transplanted native species.

- They are doing some marsh planting in partnership with the Tribal School. The aim is to develop environmental awareness and an understanding of the importance of restoration in the students. They are in the process of developing an environmental education program for the Tribal School.

Comment – Denis Coupland – There is a huge siltation problem in the estuary. They were unable to complete their Shorekeeping activities as people were sinking very deep in the mud. This is also a problem in the Saanichton edition where he will be adding a Shorekeeping site.

Question – Bob Johnson – Who is SeaChange?

Answer – John Williams – A marine conservation group based in Brentwood Bay.

Answer – Denis Coupland – They do eel grass transplanting and are the co-sponsors of the Pumply-Dumpty.

- The tribal school is working on developing a native plant propagation program. This would work with the environmental education program.

Question – Alex Marr – Could you develop a landowner education program on native species?

Answer – John Williams – There are no plans to develop such a program. Many people stop to ask questions when they see people working. We take this opportunity to educate people.

Question – Diana Chown – Is information on native plants on the SeaChange website?

Answer – John Williams – No.

Question – Bob Johnson – Does SeaChange raise their own funds?

Answer – John Williams – They get funding from various places such as UVic and the Native Friendship Center.

G. Friends of Dominion Brook Park Society – Alice Finall

- The creek and ponds are a large part of this park. Many of the plant species in the park are exotics. The society has found that there is a leak in the creek. The municipality will work on fixing this when they have the time and financial resources to do so.

H. Friends of Chalet Creek – Alex Marr

- When this group was formed it was decided to have quarterly meetings. There has been a significant amount of work done on the Robertson's property including machine work in the creek and planting. There was a chum fry release with students from Deep Cove School yesterday (Friday May 4) and there will be a larger release on Monday (May 7).

- The group is working on a landowner plan to get all landowners on the creek involved in the restoration work.

Comment – Ian Bruce – We will be releasing ~30,000 chum fry on Monday May 7 at 11:00am. We invite everyone to join us. We had all of Deep Cove School at the creek on Friday May 4 releasing their fry. Sadly we lost two volunteers from the Chalet Creek group in the past year: John Kernakin and Elizabeth Kerfoot.

Comment – Newton Hockey – The fry release with the kids was really fun. The kids really enjoyed it.

Comment – Ian Bruce – The fry release with the school was done with the Stream Team.

I. Friends of Reay Creek Park – Sadey Guy

- The group has been doing a lot of invasive species removal. The Guides and Brownies have also been out to do invasive species removal.

- Susan Issoma and myself recently went on a walk with Brian Coward (Sidney Parks department), Ian Bruce and Christina Ball to discuss future work in the park. At this time Brian Coward and Ian Bruce found a significant amount of garbage near the highway culvert.

- Students (Sidney) released their salmon fry into the creek last week.

- An informational sign has been put up in Summergate Village. It talks about the natural history of the park.

Comment – Bruce Hardy – Signs are really important. They inform people and help to get them interested.

Comment – Alice Finall – *In the future Mayor and Council should be invited when there is going to be a fry release or activities done with a school group.*

Comment – Ian Bruce – The Victoria Airport Authority is still working on storm runoff issues from the east portion of the airport. They will be putting some sort of treatment pond in near the air museum.

J. Tseycum Community Watershed Initiative – Cliff Campbell

- There have been no PSS projects here. DNS is continuing with the sewer project. The group is working on acquiring the hydrological report from DNS.

K. Friends of Tod Creek Watershed – Art Dimock (see also attached sheet)

- The group held seven meetings last year. During this time they became involved in two larger projects: 1. Tod Creek Flats and Ducks Unlimited and 2. DFO project to improve the Meadowbrook reservoir to allow water release during the summer.

- The group is trying to put together a watershed management plan. They called a meeting that about 50 people attended. The working group sent out recommendations and are waiting to hear back from the other people.

Comment – Ian Bruce – Art Dimock has been doing water quality sampling for ~10 years now in Prospect Lake.

- The fish ladder over the dam will be done by Butchart Gardens and will hopefully be completed this year.

L. TENTEN Creek – Ian Bruce

- This creek has not seen much activity from PSS. It is very impacted from activities by VAA and Pendray Farms.

- Mr. Pendray has passed on so VAA is not sure what will happen to the farm operation or the property lease. The pile of dirt beside Willingdon Road was from the parking lot construction. Mr. Pendray wanted to use it to put in a large reservoir on the creek. There is a group of Royal Roads students working on a report on the social and environmental impacts of creating such a reservoir/dam. Ian Bruce is working with the students on this.

Comment – Sheila Irving – She has heard unofficially that the dirt is going to be spread on the infield to fill in some low spots.

- Ian Bruce is also working with the integrated stormwater management group.

M. School Education Programs – Christina Ball

- Last year we took the Watershed Model to five schools on the Saanich Peninsula and reached about 400 students. We also gave out ~300 alder seedlings to students at Sidney, Deep Cove, McTavish and Keating Schools. These trees were raised by the students over the summer and then planted at restoration sites the following fall. Roughly 150 trees were returned by the students. We are continuing both programs this year and will visit a total of 7 schools.

N. Keating Industrial Stewardship Initiative – Ian Bruce

- Sarah Verstegen of SeaChange has been heading this project. The funding was continued for this past winter and was used to bring repeat the initiative on the Sandhill Creek side of the Keating Industrial Park. Notably the school board refused to participate in the initiative.

- Also, PSS is sponsoring a group of Royal Roads students to look at the effect of the causeway on the Saanichton Inlet.

7. Election of Officers

- Ian Bruce - The proposed executive is the same as last year. However, Stephen Chang (Secretary) is very busy and has difficulty making all the meetings. He asks for a volunteer for the position of Secretary.

- Sheila Irving volunteers for position of Secretary.

- By acclimation the officers for the society for the 2007-2008 fiscal year are:

- Chair: Alice Finall (Friends of Dominion Park Society)

- Vice Chair: Mary Haig-Brown (Friends of Tod Creek Watershed)

- Treasurer: Denis Coupland (Hagan-KENNES Watershed Project)

- Secretary: Sheila Irving (Saanich Inlet Protection Society)

8. New Business

1. Ian Bruce – He would like to have an annual report on PSS’s activities done. This would run to about 15 pages and would include all of the projects PSS has been involved in.

Comment – Sheila Irving – She agrees with the need to have an annual report done.

Comment – Sandy McPherson – This should be done it time to include it with grant applications.

2. Alan Philip – Could you please comment on Blue Heron Creek.

Answer – Ian Bruce – There is interest on the part of the landowner (a developer) to restore Blue Heron Creek. There would be a partnership with the Memorial Park Society and Parkland Secondary School on the restoration. Ian Bruce has been hired privately by the developer to work on the creek restoration and this has been disclosed to the PSS board. We may be able to form a stewardship group for this creek.

Comment – Denis Coupland – The executive (PSS) was informed by Ian Bruce that he was working for the developer. They do not see it as a conflict of interest because he disclosed this information at the beginning of the project.

Question – Alan Philip – Could you comment on the results of the first water quality monitoring session?

Answer – Ian Bruce – The results do not indicate a huge water quality problem.

9. Meeting adjourned at 4:20pm

10. Presentation by Ian Bruce

- 2006-2007 year in review. This ran from 4:20-4:50pm.

**Peninsula Streams Society
Core Account Review
April 1, 2007 - March 31, 2008 (estimated)**

A. Revenues		
Donations	Actual	Budgeted
Businesses		(12 months)
Wescor Contracting	\$500	
Sherwood Marine	\$1,000	
Rhys Davis Ltd.	\$500	
Under \$500	\$500	
Subtotal	\$2,500	\$14,500
Organizations		
Port Sidney Fishing Derby	\$3,000	
Sidney Lions Club	\$500	
Sidney Anglers	\$1,000	
HBFF	\$1,000	
SIPS	\$500	
Subtotal	\$6,000	\$6,500
Foundations		
Woodsome Foundation	\$3,000	
D. Bailin Family Foundation	\$1,200	
Subtotal	\$4,200	\$5,000
Private		
R. Bodine	\$1,000	
M. Garside	\$1,000	
D. Coupland	\$1,000	
G. Page	\$1,000	
B. Drury	\$1,000	
S. Wiggins	\$700	
T. Tabor	\$500	
Under \$500	\$1,100	
Subtotal	\$7,300	\$5000
Grants		
District of Central Saanich	\$10,000	\$10,000
VanCity	\$3,000	\$5,000
District of North Saanich	\$3,250	\$1,000
Town of Sidney	\$500	\$500
Subtotal	\$16,750	\$16,500
Miscellaneous		
GST rebate	\$2,500	
Other revenue	\$2,000	
Subtotal	\$4,500	\$2,500
Total Core Revenue:	\$41,250	\$50,000

**Peninsula Streams Society
Core Account Review
April 1, 2007 - March 31, 2008**

A. Total Expenditures

	Actual	Budgeted (12 months)
Contract Wages		
Ian Bruce	\$29,000	\$30,000
Christina Ball	\$13,000	\$15,000
Subtotal	\$42,000	\$45,000
 Wages Overhead		
Insurance, WCB etc.	\$700	
Subtotal	\$700	\$1000
 Organizational Costs		
Advertising/marketing	\$1,000	
Time Management Course	\$700	
Website	\$600	
Cell phone	\$850	
Postage	\$500	
Miscellaneous	\$300	
Sandhill Royal Roads study	\$200	
Lab testing fees	\$200	
Computer related	\$100	
Office Supplies	\$75	
Field Supplies	\$125	
Subtotal	\$4,650	\$2500
 Travel and Mileage		
Travel	\$1,750	
Gasoline	\$150	
Subtotal	\$1,900	\$1500
 Total Core Expenditures:	\$49,250	\$50,000

Budget for Core Activity - Version A
2008-2008
 (April 1, 2008 - March 31, 2009)

Revenue

Donations

Business	\$2,750
Organizations	\$5,500
Foundations	\$4,000
Private	\$5,000
Subtotal:	= \$17,250

Grants

Central Saanich	\$10,000
VanCity Savings	\$3,000
North Saanich	\$10,000
Sidney	\$250
Subtotal:	= \$23,250

Miscellaneous

\$4,500

Revenue Total = \$45,000

Expenditures

2007-2008 Deficit **\$8000**

Overhead

Office space, telephone, fax computer, printing, etc.
 \$2,500/month x 12 month **\$30,000**

Contract Wages (core functions)

Executive Coordinator	
12 months @ ~ 45 hours/month @\$40/hr	\$21,500
Stewardship Co-ordinator	
12 months @ ~ 48.5 hours/mo. @ \$18/hr	\$10,500

Subtotal = \$32,000

Wages overhead

WCB, Revenue Canada, etc. **\$750**

Organisational Costs

accounting, banking, reporting, AGM, filing fees, etc. **\$2,250**

Travel & Mileage

to/from projects on Peninsula, meetings **\$2,000**

Total Budget = \$75,000

Less In-kind = \$30,000

Funding Required = \$45,000

**Budget for Core Activity - Version B
2008-2009**

(April 1, 2008-March 31, 2009)

Revenue

Donations

Business	\$12,750
Organizations	\$5,500
Foundations	\$4,000
Private	\$5,000
Subtotal:	= \$27,250

Grants

Central Saanich	\$10,000
VanCity Savings	\$3,000
North Saanich	\$10,000
Sidney	\$250
Subtotal:	= \$23,250

Miscellaneous

\$4,500

Revenue Total = \$55,000

Expenditures

2007-2008 Deficit **\$8000**

Overhead

Office space, telephone, fax computer, printing, etc.
\$2,500/month x 12 month **\$30,000**

Contract Wages (core functions)

Executive Coordinator	
12 months @ ~ 60 hours/month @\$40/hr	\$29,000
Stewardship Co-ordinator	
12 months @ ~ 60 hours/mo. @ \$18/hr	\$13,000
Subtotal	= \$42,000

Wages overhead

WCB, Revenue Canada, etc. **\$750**

Organisational Costs

accounting, banking, reporting, AGM, filing fees, etc. **\$2,250**

Travel & Mileage

to/from projects on Peninsula, meetings **\$2,000**

Total Budget = \$85,000

Less In-kind = \$30,000

Funding Required = \$55,000

Call for Nominations for Corporate Fund-raising Committee

The Board of Directors has recommended that a formal Corporate Fund-raising Committee be established at the upcoming Annual General Meeting. Fund-raising has always been a major concern of our organization and three years ago a dedicated group of members met over a period of months to draft a series of recommendations as to how our capacity could be improved, including contact strategies, promotional materials and the development of a list of potential donors. There was much initial enthusiasm and some success in garnering new corporate sponsors.

Unfortunately, the early endeavors were not maintained and this year, instead of the budgeted \$14,500 in corporate donations, we received only \$2,500. This has led to a deficit and unless we can obtain at least \$10,000 in new corporate sponsorship in the coming year, we will have to seriously cut back on the organization's operations. However, we think such a modest goal is attainable if we can find two or three people who will be willing to meet for some initial training and planning and then will commit to spending perhaps a dozen mornings or afternoons over the course of the next six months meeting with targeted corporations.

Fund-raising is not the primary mission of an organization such as ours but it is a necessary evil with which we must cope. We are asking that persons who may be representatives or alternates on the Board of Directors or other members of your respective organizations volunteer to undertake this vital task. As I stated earlier, without your support we will have to cut back on our services to the member organizations.

I am hopeful that a number of you will respond to this call and that we will be able to establish the Corporate Fund-raising Committee at the AGM.

Thanking you in advance,

Denis Coupland,
Treasurer