

# Fraser Salmon & Watersheds Program



Fraser Basin Council



## 2011/12 FINAL REPORT

**FSWP File Number\***

#07350-35/FSWP 11 15 PG LR

\* Please use the FSWP File Number provided in previous FSWP project correspondence.

### 1. Project Information

#### 1.1. Project Title

Coquitlam River Watershed Roundtable – Moving Forward

#### 1.2. Proponent's Legal Name

City of Coquitlam

#### 1.3. Project Location

Coquitlam River Watershed

#### 1.4. Contact for this report

Name: Margaret Birch

Phone: 604-927-3483

Email: mbirch@coquitlam.ca

#### 1.5 Funding Amount

Original Approved Grant Amount:	Total FSWP Expenditures:	Final Invoice Amount:	Final Non-FSWP leveraging, including cash and in-kind:
\$40,575	\$40,575	\$12,172.50	\$56,911.92

### 2. Project Summary

Please provide a single paragraph describing your project, its objectives, and the results. As this summary may be used in program communications, clearly state the issue(s) that were addressed and avoid overly technical descriptions. Maximum 300 words.

Building on the successful completion of four years of stakeholder and community collaboration, this project allowed the newly formed Coquitlam River Watershed (CRW) Roundtable to move forward. Project objectives were:

- To build partnerships and strengthen relationships between diverse members of the Coquitlam River Watershed Roundtable.
- To share information and encourage communication about the watershed through meetings, the project Web site and email list, and local news media.
- To successfully implement some projects and activities.
- To secure funding and in-kind support to continue the operation of the Roundtable in future years.

Over the course of the year, the Roundtable Core Committee met seven times and the Roundtable met once. The Core Committee, which is the administrative body for the Roundtable, is composed of sixteen members and five alternates representing eleven sectors of interest in the watershed. The Roundtable membership is equally

diverse. Over the course of these meetings and other Task Group meetings, which took place between meetings, the members were able to work collaboratively to reach consensus about a range of issues. The Core Committee and Roundtable approved a mission statement, guiding principles and operating guidelines for the Roundtable and terms of reference for the Core Committee. These guidelines and rules provide a firm foundation for the Roundtable's future operation. As a first project, the Core Committee responded to the Roundtable's suggestion to create a "virtual environmental watershed centre." The Core Committee worked with a contractor to design and build a new Web site which will feature virtual tours of the Web site and other interactive tools designed to inform people about the Web site and encourage them to participate in Roundtable projects and activities. The Core Committee researched potential funding sources and submitted applications to secure funds for the coming year. The Committee also prepared an evaluation framework to assess the effectiveness of the Roundtable as well as a work plan and budget for the coming year.

**OPTIONAL:** Please give a short statement (up to 100 words) of the most compelling activity or outcome from your project.

There were two significant achievements this year:

1. **Multi-sector collaboration.** The sixteen-member Core Committee demonstrated that it could work collaboratively and effectively to advance the work of the Roundtable. Roundtable participants provided ideas about projects and activities the Roundtable could undertake and many volunteered to help with these projects.
2. **Information sharing.** Later this spring, the Roundtable will launch a new, interactive Web site featuring virtual tours of the watershed.

### 3. Final Project Results and Effectiveness

3.1 Please copy THE EXPECTED DELIVERABLES from your detailed proposal and insert into this table. Add additional rows as needed. Then describe the FINAL DELIVERABLES (the tangible end products resulting from this work) associated with each expected Deliverable.

If FINAL DELIVERABLES differ from the original EXPECTED DELIVERABLES, please describe why, and the implications for the project.

EXPECTED DELIVERABLES	FINAL DELIVERABLES
<p>1. Hold two Roundtable meetings (open to the general public); Hold up to three Core Committee meetings; Jointly identify and implement projects and activities.</p>	<p>Held one Roundtable meeting (November 5, 2011) and seven Core Committee meetings. The Core Committee felt that more progress could be made in the Roundtable's first year of operation by using cash and in-kind resources to support more Core Committee meetings rather than holding a second Roundtable meeting before March 31, 2012. The Core Committee is planning to hold a Roundtable meeting in May or June 2012.</p>
<p>2. Update the Coquitlam River Watershed web site on a regular basis, expand the e-mail list and draw media attention to the work of the Roundtable.</p>	<p>The Coquitlam River Watershed Roundtable Web site (<a href="http://www.coquitlamriverwatershed.ca">www.coquitlamriverwatershed.ca</a>) was updated to reflect the fact that the Roundtable had been established. It has been updated on a regular basis this year. Agendas for all meetings are posted in advance of the meeting and summary notes are posted following each meeting. The Roundtable meeting on November 5 was covered by SNAP-Coquitlam, a new community newspaper.</p>

	<p>Advertisements were placed in the local news media and two billboard-sized street signs attracted new interest and participants. It was taped by the local cable TV station and a video of the keynote presenter, Dr. Rob Butler, a senior research scientist with the Canadian Wildlife Service and current president of the Pacific Wildlife Foundation, was posted on Youtube.</p>
<p>3. The Roundtable will undertake some projects and activities in the following defined areas (and others): coordinating players, coordinating information, education, stewardship, monitoring and planning.</p>	<p>The primary project of the Roundtable this year has been the design and development of a new Web site which will feature virtual tours of specific locations on the river and provide interactive tools for engaging interest in the watershed and encouraging participation in the Roundtable’s projects and activities. Other activities which were completed this year include:</p> <ul style="list-style-type: none"> <li>• Develop and adopt Operating Guidelines for the Roundtable and Terms of Reference for the Core Committee;</li> <li>• Adopt Guiding Principles for the Roundtable;</li> <li>• Finalize a Mission Statement;</li> <li>• Prepare a draft Evaluation Framework to evaluate the effectiveness of the Roundtable;</li> <li>• Ongoing recruitment to complete Core Committee sector seats, e.g., Education; and,</li> <li>• Develop and post interest in candidates for a part time Watershed Coordinator</li> </ul>
<p>4. The Roundtable will prepare a business plan which includes goals, objectives, projects, a budget and the identification of funds, funding sources and in-kind resources for the establishment of the Roundtable on a more permanent basis.</p>	<p>The Core Committee has prepared a draft Work Plan and Budget for the coming year. The Work Plan is based on Results-Based Goals which are linked to specific projects and Organizational Goals which are linked to the Roundtable’s Guiding Principles, Operational Guidelines and Terms of Reference. The draft will be reviewed at a March 14, 2012 Core Committee meeting and the Task Group which prepared the Work Plan will finalize it. The Core Committee received additional funding from Fisheries and Oceans Canada this year and has submitted funding applications to the Real Estate Foundation of BC and the Coquitlam Foundation to support the preparation of a watershed plan for the Lower Coquitlam River watershed (Phase 1) and a series of education and discussion sessions called “Watershed Cafés”, respectively. The Core Committee is scheduled to make a presentation to Metro Vancouver’s Environment and Parks Committee on April 4, at which time the Committee will ask Metro Vancouver to provide partial funding to support the watershed planning process mentioned above.</p>

**3.2 Please evaluate the EFFECTIVENESS of your project in achieving Project Objectives, using the specific measures of success identified in your proposal. Please include any notable successes or challenges.**

	<b>Objective (from Detailed Proposal)</b>	<b>Measure of Success (from Detailed Proposal)</b>	<b>Effectiveness</b>
1.	To build partnerships and strengthen relationships between diverse members of the Coquitlam River Watershed Roundtable.	Building trust and strengthening relationships between the diverse members of the Coquitlam River Watershed Roundtable will lead to productive information sharing and effective collaboration.	During the year, the new Core Committee met seven times and made progress on advancing the goals, projects and activities of the Roundtable. The Core Committee is composed of sixteen members and five alternates representing eleven diverse sectors of interest in the watershed. Many members worked together between meetings on various Task Groups. Even when issues were potentially divisive, the members reached decisions by consensus. Over the course of the year understanding about the different perspectives of the sectors grew, relationships were strengthened and trust was built. The Roundtable meeting was equally successful. Over 50 people attended. The same diversity of perspectives was represented. The tone was cooperative, not combative.
2.	To share information and encourage communication about the watershed through meetings, the project Web site and email list, and local news media.	Building and sharing information and knowledge about the Coquitlam River watershed with a broad and diverse group of government and non-government organizations and the general public will lead to greater awareness of issues in the watershed.	The purpose of the November 5 Roundtable meeting was to share information about Roundtable projects which were underway or completed; to educate people about the watershed through presentations and displays, and to discuss issues of concern and potential projects and activities for the Roundtable to undertake. Through comments at the meeting and responses to a Comment Form and Meeting Feedback Form, participants provided a significant number of ideas which were used to shape the Roundtable's Work Plan for the coming year. Media coverage of the Roundtable meeting is mentioned in #3 above. The Coquitlam River Watershed Roundtable Web site was updated frequently and the email list expanded. Several Roundtable members participated in an event sponsored by the Hyde Creek Education

			Centre and Hatchery; and others attended the 10 <sup>th</sup> Annual Coquitlam River Clean up event hosted by one of the volunteer Roundtable Core Committee members.
3.	To improve the health and long term sustainability of the Coquitlam River watershed.	<p><i>At the time the Detailed Proposal was written, we did not know which projects and activities would be undertaken by the Roundtable, so specific measures of success were not developed for this objective at that time.</i></p> <p>Here are measures for this year's projects:</p> <ol style="list-style-type: none"> <li>1. Provide access to information and opportunities for mutual education (including awareness raising)</li> <li>2. Build and maintain the Roundtable's capacity to function efficiently and effectively</li> <li>3. Establish guidelines and rules governing the Roundtable's operation</li> <li>4. Enhance the Roundtable's credibility and effectiveness; improve its performance and ability to adapt to change.</li> </ol>	<p><i>Numbers relate to the numbers for measures of success in the adjacent column.</i></p> <ol style="list-style-type: none"> <li>1. The primary project of the Roundtable this year has been the design and development of a new Web site which will feature virtual tours of specific locations on the river and provide interactive tools for engaging interest in the watershed and encouraging participation in the Roundtable's projects and activities. This new Web site, which will be launched this spring, is a key example of how the Roundtable addresses the first measure of success under Goal #3.</li> <li>2. This year, the Roundtable held one Roundtable meeting and seven Core Committee meetings. Between meetings, Core Committee members worked on a variety of Task Groups. Support was provided by a contractor who provided part time coordination services. Attendance by members at meetings was consistent. The agenda of the Roundtable was advanced. A solid foundation for the future is being laid.</li> <li>3. The Core Committee adopted Guiding Principles and Operating Guidelines for the Roundtable and Terms of Reference for the Core Committee. Wording for a Mission Statement was finalized and adopted by the</li> </ol>

			<p>Roundtable at the November 5, 2011 meeting.</p> <p>4. The Core Committee developed an Evaluation Framework to evaluate the effectiveness of the Roundtable. The results of the evaluation will help the Roundtable improve its performance and adapt to change. The evaluation will be a useful tool in approaching funding organizations since the Roundtable will be able to demonstrate that it is meeting its goals and objectives.</p>
4.	To secure funding and in-kind support to continue the operation of the Roundtable in future years.	The Roundtable will secure funding and in-kind support to continue its operation in future years.	The Core Committee Task Group on Funding has been meeting regularly and developing leads for funding throughout the year. The Roundtable has received \$10,000 in funding from Fisheries and Oceans, a portion of which can be used in the year beginning April 1, 2012. The Task Group on Funding has submitted grant applications to the Real Estate Foundation (\$40,000) and to the Coquitlam Foundation (\$3,500). Core Committee representatives are scheduled to make a presentation to Metro Vancouver's Environment and Parks Committee on April 4, 2012 and plan to ask the Committee for \$20,000. If these applications are approved, the Roundtable will have sufficient funds to hire a part time coordinator and to move forward with developing a watershed management plan.
<p><b>3.4 If applicable, please describe project outcomes that relate to one or more of the following strategic approaches (Section 2.1 of RFP; section 8 of detailed proposal template), and include specific examples.</b></p>			
Engagement of First Nations. Please specify who, and in what capacity.		Councillor Fred Hulbert, Kwikwetlem First Nation, and Craig Orr, Technical Advisor to the Kwikwetlem First Nation, are active members of the Roundtable Core Committee. Locations on the Kwikwetlem First Nation Reserve(s) will be featured in the new Web site's virtual tours. Two of the Core Committee meetings have been hosted by the Kwikwetlem First Nation. The Kwikwetlem First Nation staged a very well received exhibit at the Evergreen Cultural Centre last fall. The exhibit was promoted through the Roundtable Web site and through the Roundtable contact list.	

<p>Active partnerships with one or more organizations.</p>	<p>The Roundtable and Roundtable Core Committee operate as a partnership of many organizations. There are sixteen members of the Core Committee and five alternates. The sectors represented on the Roundtable and the Core Committee include: local, provincial, federal and First Nations governments, utilities, regional agencies, the aggregate industry, real estate developers, recreational organizations, stewardship groups.</p>
<p>Engagement and participation of diverse and under-represented groups.</p>	<p>The Roundtable and its predecessor project, the Coquitlam River Watershed Strategy, have a history of reaching out to a broad base of interests. This year, the Roundtable made a deliberate effort to recruit students and youth to the Roundtable meeting. We were successful in attracting a number of students from BCIT, in particular. Discussions are underway with BCIT faculty to develop projects in the watershed that would involve BCIT students. The Core Committee also extended invites to local multi-cultural resident groups which broadened interest for Asian residents to attend and participate.</p>
<p>Relationship building, as a foundation for sustainable, enduring activities.</p>	<p>See 3.2.1 above, which describes the success that the Roundtable and Core Committee members have had in working collaboratively and through consensus-based decision-making to advance the projects and activities of the Roundtable.</p>
<p>Capacity building, including mentorship models, leadership training and skills development.</p>	<p>A member of the Core Committee was invited to participate in a panel discussion which shaped the agenda for a recent event, “A Water Gathering: Collaborative Watershed Governance in BC and Beyond,” sponsored by the Pacific Business and Law Institute. Core Committee meetings are also chaired on a rotational basis by the sector members, which has enhanced more member participation and involvement in setting agendas and helping lead discussions. The approach to create, small 2-3 person Task Groups to lead activities has enhanced the Committee’s capacity to enable more projects to be started and extended the leadership role the members.</p>
<p>Recognition and support of champions and their initiatives.</p>	<p>The Roundtable provides an opportunity for stewardship groups and other organizations which support the goals of the Roundtable to post information about meetings and events on the Roundtable Web site. The activities of a volunteer organization called RiverWatch are featured on the Web site. In June 2011, the volunteer members of the planning team that formed the Roundtable were nominated for an award and recognized at the annual Coquitlam Environmental Achievement Awards. The Roundtable supported a recent “river clean-up” day which was organized by a Core Committee alternate member.</p>
<p>Opportunities to influence policy and decision making,</p>	<p>During the year, Core Committee members assisted to communicated issues on behalf of their sectors to others for their interest, information, and possibly individual response, e.g., input and advice on fish and wildfowl enhancement in Colony Farm by Metro Vancouver and Transportation Investment Corporation; and, input on the new UV Disinfection Plant installation by Metro Vancouver. If the Roundtable secures funding to prepare a watershed management plan next year, it will be in a better position to influence policy and decision-making. This year, it coordinated an approach to the nominating committee of the Endangered Rivers List sponsored each year by the Outdoor</p>

	<p>Recreation Council of BC. The Coquitlam River has been on the list for all but one of the last 19 years. Information submitted by the Roundtable illustrated the measures which are being taken to improve water quality in the river and pointed to the Roundtable's active engagement in projects and activities which will improve the health and long-term sustainability of the watershed.</p>
<p><b>3.5 Please describe how the benefits of this project will be sustained and/or be built upon into the future. What are the planned next steps, or recommendations for further work, if applicable?</b></p>	
<p>The Core Committee has developed a draft Work Plan and Budget for the next year and is actively pursuing funding. The next steps are hiring a part time coordinator, developing a watershed management plan (Phase 1) for the Lower Coquitlam River Watershed, and launching a series of discussions about watershed issues called "Watershed Cafés." Core Committee members have been steadfast in their dedication to the mandate of the Roundtable and community interest has not waned since the process of creating the Roundtable was launched five years ago.</p>	
<p><b>3.6. What are the top three lessons learned from this project that could be useful to communicate to others doing similar work in the Basin?</b></p>	
<ol style="list-style-type: none"> <li>1. Core funding to support the involvement of a paid coordinator is critical to the success of a non-profit, volunteer-driven organization like the Roundtable. This kind of funding is difficult to obtain from funding organizations.</li> <li>2. Start with projects that can begin right away and build success and experience in working together.</li> <li>3. Keep the community (public) engaged through public meetings such as the Roundtable meetings and use of a variety of media on an ongoing basis. Provide opportunities for volunteers to become involved.</li> </ol>	
<p><b>3.7 REQUIRED: Attach all DOCUMENTATION of Final Deliverables, and LIST attachments in Section 8. These may include technical reports, maps, photos, evidence of communications, lists of meeting participants, etc.</b></p>	

## 4. Outreach and Communications

<p>Please describe how you have communicated project activities and results within local and basin-wide communities, across organizations and/or to decision makers.</p>
<p>Please list and attach copies of (or links to) any communications materials from these efforts that you have not previously submitted.</p>
<p>The main vehicle for communicating about the Roundtable has been the Web site and contact list. This year we also created hand-outs to create awareness of the Roundtable including a business-card sized promotion piece, a backgrounder, a bookmark that features a mural drawn by a graphics facilitator during the inaugural meeting of the Roundtable, recognition display panels with QR Codes, and, 3' X 15' topo orthophoto Coquitlam River floor map extending from the Coquitlam Lake Reservoir to the mouth at the Fraser River. Core Committee members as a part of their work are committed to report back to their respective organizations and share information about the work of the Roundtable. Media attention is described in 3.1.2.</p>



Public/ Community/ Roundtable participants not included in above categories	No		\$4,375	\$4,375
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## 6. Additional Comments

**OPTIONAL:** Provide any additional comments or recommendations for future efforts and suggestions for helping partners to meet the goals of the Fraser Salmon and Watersheds Program.

The Roundtable and Core Committee wish to express their gratitude to the Fraser Salmon and Watersheds Program for five years of funding to support the development and creation of the Roundtable. Your funding has been pivotal in the creation of this forward looking organization. More than two years ago, Kwikwetlem First Nation representative said, “ This is a beginning of a process that will need a lot of work and changes but with all the groups at the table, we should be able to overcome obstacles as they come along.” Through the gracious support of the FSWP and our other partners’ cash and in-kind support, we are truly achieving a positive collaborative process through the formation of the Coquitlam River Watershed Roundtable. Ongoing stable – base funding to follow on that provided by FSWP to establish the Roundtable will be key to its longevity and success in achieving its goal for a healthy sustainable watershed for the future.