



**Interim Leadership Committee Meeting RODAC
December 13, 2019
1:30pm – 3:00pm
7021 Vedder Road, Chilliwack, BC**

Minutes

Attendees:

EPS ILC:

Tribal Chief Tyrone McNeil, EPS Chair
Councillor Murray Ned
Tribal Chief Tyrone McNeil

EPS STAFF

Gillian Fuss
Vanessa Serroul
Maggie Mazurkewich

GUESTS

Alyssa Melnyk, Castlemain
Maia Schor, Castlemain

MINUTES PREPARED BY

Vanessa Serroul

CALL TO ORDER

Tribal Chief Tyrone McNeil, Chair called the meeting to order at approximately 1:00pm

Related information: EPS ILC Meeting December 13, 2019 DRAFT Agenda

1. Meeting

a. Agenda Approval

Related information: EPS ILC Meeting December 13, 2019 DRAFT Agenda,

12-2019-01 **Action Item: Vanessa S. to make changes to the agenda**

2. Discussion of Consultants/Proposal**NHC Northwest Hydraulics Ltd.**

Related information: 20191202 P3005400 NHC Fraser Historic Landscape Proposal R0

A discussion regarding contracting NHC to build a No-Dike Scenario Model

- 12-2019-02 **Action Item:** *Gillian to discuss with Tamsin Lyle to do a critique of the FBC Model.*
- 12-2019-03 **Action Item:** *Gillian to continue discussing a sediment model with NHC*
- 12-2019-04 **Action Item:** *Gillian to revise the scenarios, and inform the Leadership Table of the revised cost for the no-dyke modelling*
- 12-2019-05 **Action Item:** *Gillian F to send an email, then follow up with ILC to have a conversation with Tamsin.*
- 12-2019-06 **Action Item:** *Gillian to investigate the possibility of using Tamsin and provide more information to Leadership*
- 12-2019-07 **Action Item:** *Gillian F to provide more information regarding the scale of FBC Model*
- 12-2019-08 **Action Item:** *Tyrone M. to share our intentions with Brent Baron*

3. Draft Budgets for upcoming events**Coastal Roundtable**

Approval for agenda

- 12-2019-09 **Action Item:** *Vanessa S to make changes to the Coastal Roundtable Agenda*
- 12-2019-10 **Action Item:** *Vanessa S to find presenters for the Roundtable*
- 12-2019-11 **Action Item:** *Maqqie M. to send out workshop opportunities to our distribution list and Leadership in communities*
- 12-2019-12 **Action Item:** *Gillian F. to follow up with Deborah Carlson from Westcoast Environmental*
- 12-2019-13 **Action Item:** *Gillian to reach out to ISC regional office to attend regional flood mapping meetings*
- 12-2019-14 **Action Item:** *Harley C. to facilitate coastal roundtable*

Conferences in Ottawa

Ottawa National NRC - Flood Mapping Standards Workshop

- 12-2019-15 **Action Item:** *Confirm with chair if we should go or not*

Fraser Valley Emergency Planning Session

- 12-2019-16 **Action Item:** *Maggie M to engage with the communities involved in the FVEP Session to see if they need assistance in coordinating.*

Fraser Basin Council

Engagement with Communities

- 12-2019-17 **Action Item:** Gillian F. to put together a one-page letter to Communities regarding FBC
- 12-2019-18 **Action Item:** Gillian F. to get a hold of deputy from EMBC to discuss FBC's direction with them
- 12-2019-19 **Action Item:** Gillian F. to find out what work communities have done regarding risk assessment
- 12-2019-20 **Action Item:** Maggie M. to develop a list of who's who in communities
- 12-2019-21 **Action Item:** Gillian F. to inform FBC not to hold off on engagement but include EPS in who they are engaging with.

1. Administrative Considerations

Collaboration Meeting Agenda Items

- 12-2019-22 **Action Item:** Gillian F. to get a hold of ISC Coastal Modelling information

Budget Amendments

Related information: Budget Amendments Dec 5, 2019

- 12-2019-23 **Action Item:** Gillian F. to look into mapping services of STSA again and look into other options
- 12-2019-24 **Action Item:** Gillian F. to develop a memo for urgent budget changes

Logo Design Contest

- 12-2019-25 **Action Item:** Vanessa S. to inform Bon Graham that her design has been chosen
- 12-2019-26 **Action Item:** Vanessa S. to email Bon Graham to revise the design
- 12-2019-27 **Action Item:** Vanessa S. to provide gift cards to runner up designers

Item Number	Action Item	Responsible Party	Status
05-2019-17	Table website creation topic for 6 months	Gillian F.	Tabled to next meeting
05-2019-21	Reach out to the Leadership Committee regarding additional funding opportunities for the future	Gillian F.	To be completed on April 1, 2020
07-2019-09	Create a summary document of First Nation participation in the FBC	Gillian F.	To be completed by February 2020
07-2019-10	Work with Brent Baron on the modelling of the no-dyke scenario	Gillian F.	Requires additional information
07-2019-12	Reach out to American contacts from Resilient Waters to connect with them	Tyrone M.	To be completed by February
09-2019-06	Gather names of technical personnel during roundtables and workshops	Gillian F.	To be completed by February 2020
09-2019-12	Reach out to Rick Bailey and Les Antone	Gillian F.	To be completed by February 2020
10-2019-04	review the communications strategy and develop a media strategy	Maggie M.	Requires additional information
10-2019-5	draft a policy regarding electronic signature.	Gillian F.	To be completed by February 2020
10-2019-6	reach out to Tyrone M. about a draft electronic signature policy, and find other examples online	Vanessa S	To be completed by February 2020
10-2019-12	look into PA system for use at meetings in Gymnasiums/Large rooms	Vanessa S	To be completed by February 2020
10-2019-17	Contact Bruce at Waterstone Legal Firm for independent legal advice	Maggie M.	Requires additional information
10-2019-19	Look into cost of legal consultant.	Maggie M.	Requires additional information
10-2019-24	Send completed memo to Tyrone in Word format	Gillian F	To be completed by February 2020
10-2019-25	Make a PowerPoint to include with the memo	Gillian F	To be completed by February 2020

10-2019-27	Contact Communities for availability of scheduling meetings/orientations with Leadership and Council for the purpose of putting together a calendar in advance.	Maggie M	Requires additional information
10-2019-28	Keep the recommendations in mind when engaging with communities in communications	All Staff	Ongoing
10-2019-29	Organize a meeting with Paula Santos	Vanessa S	Requires additional Information
11-2019-02	Look into website developers, costing and formats	Maggie M	Ongoing
11-2019-04	Complete an Orientation Package for new leadership	Gillian F	To be completed by February 2020
11-2019-05	Draft an email and a memo for Harley C. to recruit new leadership	Maggie M.	To be completed by February 2020
11-2019-06	Reach out to Musqueam	Tyrone M.	To be completed by February 2020
11-2019-07	Contact Tannis Tommy and Andrew Ming	Maggie M.	To be completed by February 2020
11-2019-11	Talk to FBC leadership committee	Tyrone M	To be completed by February 2020
11-2019-12	EPS Staff to assist the ILC in their communication with FBC	EPS Staff	To be completed by February 2020
11-2019-17	Updated the budget amendments after securing a quote for consulting	Gillian F	To be completed by February 2020
11-2019-18	Contact Dave Shaepe regarding working with Colin Green (availability and cost)	Gillian F	To be completed by February 2020
11-2019-19	Look into confidentiality agreements in data sharing	Gillian F	To be completed by February 2020
11-2019-21	Send all policies to Tyrone M	Gillian F.	To be completed by February 2020
11-2019-21	Make the above edits to the policies	Gillian F.	To be completed by February 2020
11-2019-23	Talk to Chief of Shxwhá:y Village about Gillian	Tyrone M.	To be completed by February 2020

	attending Chilliwack dike project meetings		
12-2019-01	Make changes to the agenda	Vanessa S.	Complete
12-2019-02	Discuss with Tamsin Lyle to do a critique of the FBC Model.	Gillian F.	To be completed by February 2020
12-2019-03	Continue discussing a sediment model with NHC	Gillian F.	Initiated
12-2019-04	Revise the scenarios, and inform the Leadership Table of the revised cost for the no-dyke modelling	Gillian F.	Initiated
12-2019-05	Send an email, then follow up with ILC to have a conversation with Tamsin.	Gillian F.	To be completed by February 2020
12-2019-06	Investigate the possibility of using Tamsin and provide more information to Leadership	Gillian F.	To be completed by February 2020
12-2019-07	Provide more information regarding the scale of FBC Model	Gillian F.	To be completed by February 2020
12-2019-08	Share our intentions with Brent Baron	Tyrone M.	To be completed by February 2020
12-2019-09	Make changes to the Coastal Roundtable Agenda	Vanessa S.	Complete
12-2019-10	Find presenters for the Roundtable	Vanessa S.	Complete
12-2019-11	Send out workshop opportunities to our distribution list and Leadership in communities	Maggie M.	To be completed by February 2020
12-2019-12	Follow up with Deborah Carlson from Westcoast Environmental	Gillian F.	Complete
12-2019-13	reach out to ISC regional office to attend regional flood mapping meetings	Gillian F.	To be completed by February 2020
12-2019-14	Facilitate coastal roundtable	Harley C.	To be completed by February 2020
12-2019-15	Confirm with chair if we should go or not	Gillian F.	To be completed by February 2020

12-2019-16	Engage with the communities involved in the FVEP Session to see if they need assistance in coordinating.	Maggie M.	Completed
12-2019-17	Put together a one-page letter to Communities regarding FBC	Gillian F.	To be completed by February 2020
12-2019-18	Get a hold of deputy from EMBC to discuss FBC's direction with them	Gillian F.	To be completed by February 2020
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12-2019-21	Inform FBC not to hold off on engagement but include EPS in who they are engaging with.	Gillian F.	To be completed by February 2020
12-2019-22	Get a hold of ISC Coastal Modelling information	Gillian F.	To be completed by February 2020
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12-2019-25	Vanessa S. to inform Bon Graham that her design has been chosen	Vanessa S.	Completed
12-2019-26	Vanessa S. to email Bon Graham to revise the design	Vanessa S.	Completed
12-2019-27	Provide gift cards to runner up designers	Vanessa S.	Initiated