

2019 - 2020

Work Plan

**Watershed Planning and Advisory Council
for the Beaver River Watershed**



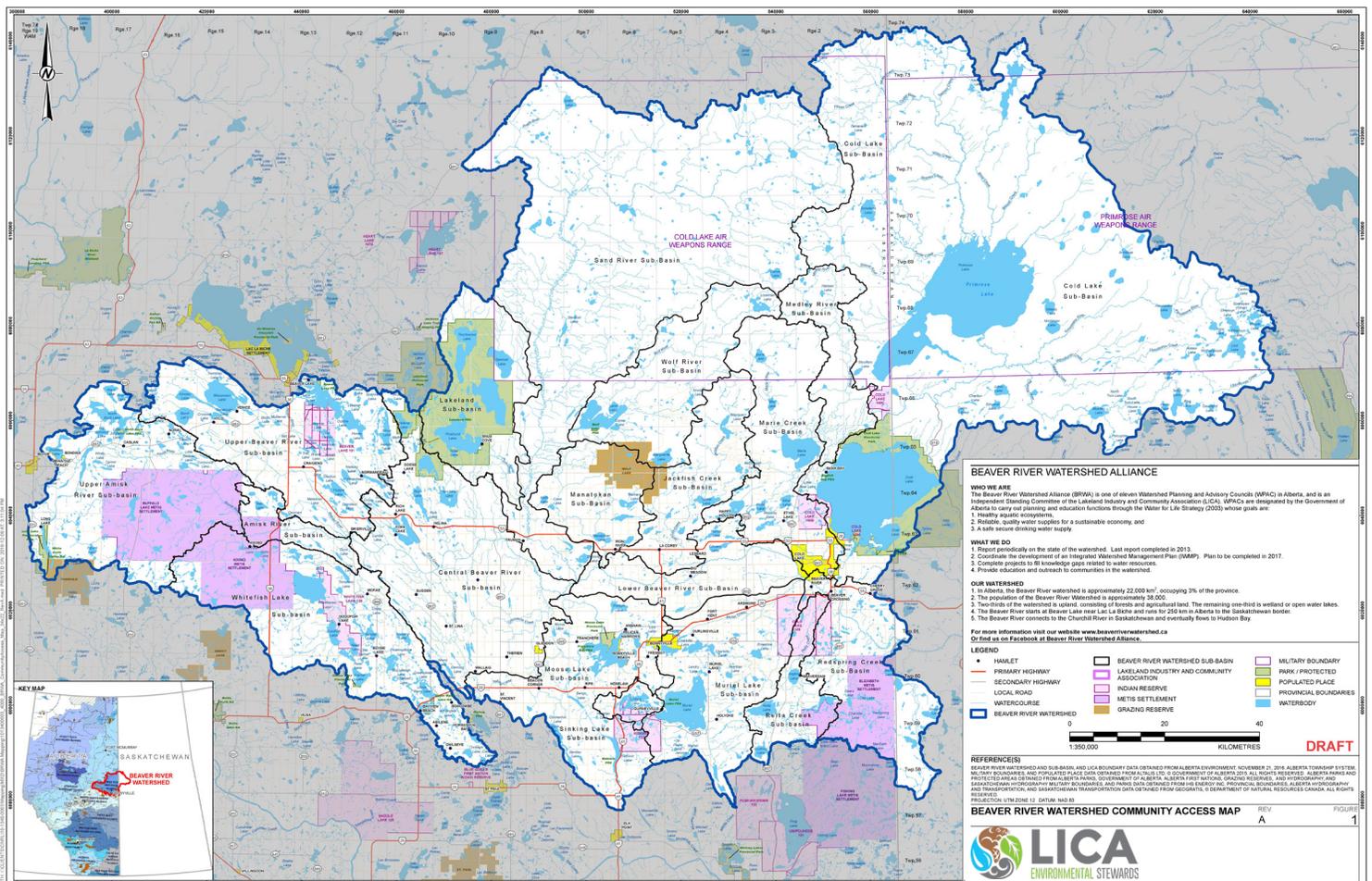
LICA
ENVIRONMENTAL STEWARDS

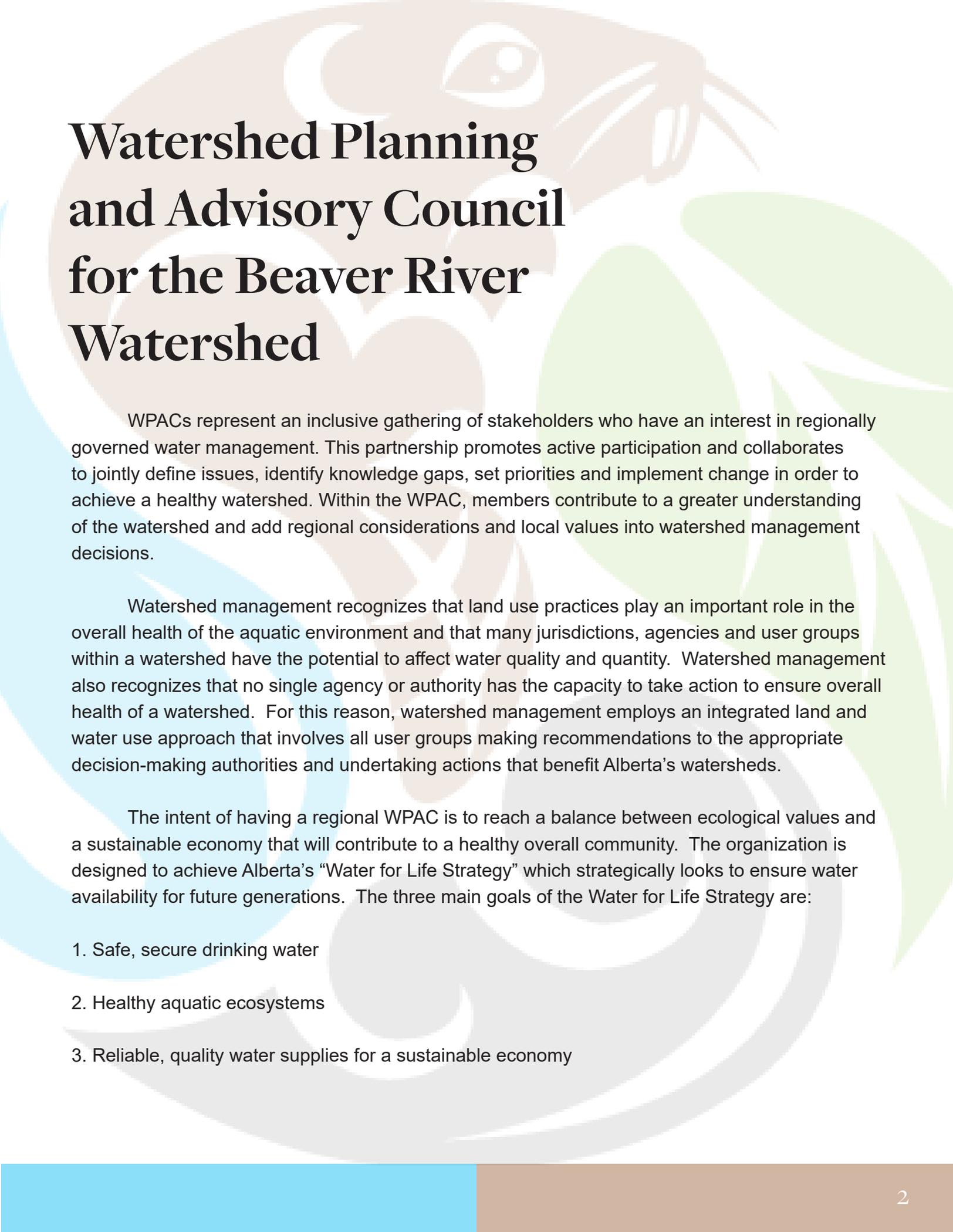


Organizational Overview

In response to the expansion of oil and gas production in the region, the Lakeland Industry and Community Association (LICA) was formed in October 2000. LICA, a community-based not-for-profit association registered under the Alberta Societies Act, has evolved to become a Synergy Group, Watershed Planning and Advisory Council (WPAC) for the Beaver River Watershed and an Airshed Zone with a focus on environmental monitoring, environmental management, and community education and outreach. LICA will continue to facilitate all stakeholders' voices when addressing issues concerning the environment in our region.

The Beaver River Watershed





Watershed Planning and Advisory Council for the Beaver River Watershed

WPACs represent an inclusive gathering of stakeholders who have an interest in regionally governed water management. This partnership promotes active participation and collaborates to jointly define issues, identify knowledge gaps, set priorities and implement change in order to achieve a healthy watershed. Within the WPAC, members contribute to a greater understanding of the watershed and add regional considerations and local values into watershed management decisions.

Watershed management recognizes that land use practices play an important role in the overall health of the aquatic environment and that many jurisdictions, agencies and user groups within a watershed have the potential to affect water quality and quantity. Watershed management also recognizes that no single agency or authority has the capacity to take action to ensure overall health of a watershed. For this reason, watershed management employs an integrated land and water use approach that involves all user groups making recommendations to the appropriate decision-making authorities and undertaking actions that benefit Alberta's watersheds.

The intent of having a regional WPAC is to reach a balance between ecological values and a sustainable economy that will contribute to a healthy overall community. The organization is designed to achieve Alberta's "Water for Life Strategy" which strategically looks to ensure water availability for future generations. The three main goals of the Water for Life Strategy are:

1. Safe, secure drinking water
2. Healthy aquatic ecosystems
3. Reliable, quality water supplies for a sustainable economy



Convene & Collaborate

WE CONNECT STAKEHOLDERS AND PROMOTE COMMUNITY INVOLVEMENT

1.1 Create and Maintain Partnerships

Strategy	Target	Timeline
Partner with other organizations on matters related to the environment	Create one new partnership per year for a project or event	March 2020
	Maintain existing partnerships to deliver environmental programming	March 2020
Facilitate multi-stakeholder engagement process	Invite Watershed Stewardship Groups (WSG) to attend relevant Board or Committee meetings, a minimum of three times per year	March 2020
Continue to use a consensus process	Provide at least one training and development opportunity to Board members on the consensus decision-making process	March 2020

1.2 Connect with Local People

Strategy	Target	Timeline
Host topical, relevant events that engage the community to identify local environmental concerns	Host one open house	March 2020
	Host one Watershed Stewardship Forum	March 2020
Create and execute a membership outreach strategy and expand membership and partnerships	Provide and promote an online membership sign-up form through social media and the LICA website	March 2020
	Make membership forms available at all events	March 2020
	Increase social media followers (Facebook, Twitter, Instagram) by 10%	March 2020
	Engage social media followers with weekly posts on relevant information	March 2020

Strategy	Target	Timeline
Recruit, maintain and provide recognition for dedicated volunteers	Host one volunteer appreciation event	March 2020
Build capacity to develop and maintain ongoing Indigenous engagement	Provide educational programs to schools in Indigenous communities	March 2020
Recognize, respect and support the use of local and Traditional Knowledge	Maintain Indigenous representation on the Board of Directors, Education and Outreach Committee and Technical Working Group	March 2020
	Engage with Indigenous community Elders to incorporate Traditional Knowledge into watershed enhancement projects within their traditional territory	March 2020

1.3 Support Stewardship Efforts

Strategy	Target	Timeline
Support projects and Water-for Life-aligned initiatives of local Watershed Stewardship Groups (WSGs)	Initiate one joint initiative with a WSG	March 2020
Provide guidance to WSGs	Represent LICA on Moose Lake Watershed Society board	March 2020
	Attend at least two meetings of local WSGs	March 2020
Identify potential sites and engage in riparian inventory and restoration	Develop work plan for Watershed Resiliency and Restoration Program	October 2019
	Submit application for Watershed Resiliency and Restoration Program grant	October 2019
	Execute work plan for Watershed Resiliency and Restoration Program for approved grant	Summer 2019
Continuously improve and share Beneficial Management Practices	Distribute Government of Alberta Beneficial Management Practices pamphlets such as Respect our Lakes, Aquatic Invasive Species	March 2020
	Distribute Government of Canada Beneficial Management Practices pamphlets such as The Fish Habitat Primer, The Shoreline Primer, and The Dock Primer	March 2020
	Distribute Cows and Fish Beneficial Management Practices pamphlets	March 2020



Engage & Inform

WE EDUCATE THE COMMUNITY, ADVOCATING FOR ENVIRONMENTAL STEWARDSHIP

2.1 Deliver Environmental Education Programs & Information to Members of our Community

Strategy	Target	Timeline
Implement educational activities and programs that reach a broad spectrum of local stakeholders to foster current and future environmental stewards	Hold Calendar Contest in the watershed and obtain a minimum of 100 entries	October 2019
	Hold an Earth Day writing contest and obtain a minimum of 50 entries	March 2020
	Deliver at least fifty classroom presentations with a watershed focus	March 2020
	Deliver the Little Green Thumbs program in at least four schools	March 2020
	Deliver ten summer and other youth-centered programs	March 2020
	Deliver at least ten X-Stream Science programs for local schools	October 2019
	Hold at least two shore line cleanups within the watershed.	October 2019
	Hold at least four informational workshops/tours	March 2020
	Deliver at least one Stream of Dreams program	October 2019
Develop school programs which align with the Alberta school curriculum	Update and deliver classroom presentations	March 2020
Develop hands-on learning activities for classroom and field programs to develop a connection between citizens and the environment	Develop and deliver at least one new hands-on learning activity for the community	March 2020
	Implement a Phosphorous elimination campaign that community members can get involved with	March 2020

Communicate monitoring results and reports to stakeholders	Make water monitoring results and reports public and available for download on the LICA website i.e. ALMS	March 2020
Develop and disseminate communication materials on relevant topics	Maintain the LICA website to share information with all LICA members and the general public, to be updated quarterly at a minimum	March 2020
	Develop and disseminate quarterly newsletters	March 2020
	Share relevant environmental information through social media	March 2020
Develop and disseminate communication materials on relevant topics	Complete annual reports to share information and organizational success	March 2020
	Develop and disseminate fact sheets on relevant topics	March 2020
	Maintain a glossary of terms commonly used by LICA	March 2020

2.2 Engage Decision Makers on Local Environmental Issues

Strategy	Target	Timeline
Be an advocate for positive environmental outcomes by identifying opportunities for synergy and collaboration with governments	Support/partner with the MD of Bonnyville on Crane Lake Restoration Project	March 2020
	Support ongoing watershed stewardship projects within municipalities, such as the Jessie Lake Restoration Project	March 2020
	Attend council meetings as requested; provide connections for technical advice, support grant applications, promote events, etc.	March 2020





2.3 Build Community Capacity and Active Participation

Strategy	Target	Timeline
Foster dialogues and rapport among LICA's diverse membership and local area stakeholders	Make Board and Committee meetings open to the public	March 2020
Facilitate community-based monitoring	Work with at least one WSG or other partner organization to complete creek monitoring throughout the summer	March 2020
Deliver celebratory events focused on generating a greater appreciation for the environment	Hold or attend at least five celebratory events to promote watershed stewardship	March 2020
Communicate with the public to determine topics of interest	Develop and maintain an online communication tool such as "Contact Us" button on the LICA website Circulate surveys to members to identify topics of interest	March 2020 March 2020

2.4 Build Knowledge and Understanding Beyond the LICA Region

Strategy	Target	Timeline
Participate in events of other Alberta WPACs and Airsheds when possible	Participate in at least one project or event with another WPAC in Alberta	March 2020
Participate in annual WPAC Summits and send input to the Alberta Water Council on behalf of LICA	Provide educational programs to schools in Indigenous communities	March 2020
Recognize, respect and support the use of local and Traditional Knowledge	Represent all the Alberta WPAC's on the Alberta Water Council as the Beaver River Watershed WPAC Attend WPAC managers meetings	March 2020 March 2020





Influence & Improve

We provide timely, defensible and accessible environmental data. We interpret data and work with others to improve our collective understanding of the environment in which we live. We use data to identify opportunities and synergies for positive environmental outcomes in our region.

3.1 Collect, Analyze and Interpret Data

Strategy	Target	Timeline
Generate data needed for the assessment of current state of the environment, trends, hot spots, and emerging issues	Partner with Alberta Lake Management Society (ALMS) on the delivery of the Lakewatch program, assist with the testing of lakes in 2019 and provide input to prioritize lakes to be tested in 2020	May 2019
	Continue to work with the Town of Bonnyville on the Jessie Lake Restoration Project	March 2020

3.2 Inform and Work with Local Governments in the LICA Region

Strategy	Target	Timeline
Work with Municipalities and communities to support land use planning and the development of source water protection plans	Support Municipal Land Use Planning	March 2020
Be actively involved in municipal, First Nations, and Metis Council meetings	Attend at least one municipal council meeting, First Nations council meeting and Metis council meeting to inform and engage these communities	March 2020

3.3 Support the Development and Implementation of Environmental Management Plans and Strategies

Strategy	Target	Timeline
Support implementation of the Water Quality Framework recommendations for the LARP	Enhance transparency and assurance through regular monitoring, evaluation and reporting on ambient surface water quality conditions. Report on any water monitoring data available	March 2020
	Implement recommendations from updated Lower Athabasca Regional Plan (LARP)	March 2020
Work with the provincial government on the continuous improvement of the LARP	Provide input as requested by the provincial government	March 2020
Communicate with the Support the development and implementation of an Integrated Watershed Management Plan and State of the Watershed reports	Identify one knowledge gap from the 2013 State of the Watershed Report or the 2006 Cold Lake Beaver River Water Management Plan per year and gather information to fill that gap	March 2020
	Develop a three-year work-plan for the completion of the IWMP project, including detailed budget and specific targets	June 2019
	Complete year 1 of 3 of the IWMP project work plan	March 2020



Efficient & Effective

**WE RESPONSIBLY MANAGE OUR RESOURCES
TO ACHIEVE OUR VISION AND MISSION**

4.1 Improve Organizational Capacity

Strategy	Target	Timeline
Encourage active participation from Board and committee members in LICA initiatives	Each board member participates in at least one LICA initiative	March 2020
Provide development opportunities for Board members and the general membership to become more involved	Provide at least one learning opportunity per Director through Alberta Culture and Tourism or other organizations	March 2020
Provide opportunities for Board and committee members to represent LICA in workshops	Provide at least one opportunity for Board and committee members	March 2020
Maintain subcommittees for projects and programs as required	Maintain a standing Governance Committee which includes membership from the community, Industry and Government	March 2020
	Maintain standing Education and Outreach Committee which includes membership from the community, Industry and Government	March 2020
	Maintain a standing Technical Working Group (TWG) which includes membership from community, Industry and Government	March 2020

4.2 Management of LICA Resources

Strategy	Target	Timeline
Develop and prioritize annual work plans to further understanding of regional environmental concerns	Develop annual work plans collaboratively with Program Managers, LICA Executive Director, Education and Outreach Coordinator and LICA Officers, for Board approval	January 2020
Ensure adequately resourced staff are in place to achieve organization's goals	Create and fill one additional position to assist in delivery and expansion of Education and Outreach programs	April 2019
	Complete one annual performance review per staff or contractor	March 2020
	Provide one training opportunity per staff member	March 2020

4.3 Establish Sound Financial Management and Reporting Procedures

Strategy	Target	Timeline
Develop annual budgets for all revenue sources	Review Strategic Budget annually to assess financial needs	December 2020
Secure funding required to implement work plans	Submit WPAC operating grant application	February 2020
	Secure one new source of funding	March 2020
Manage finances in accordance with generally accepted accounting principles	Complete monthly income statements to present to Board of Directors outlining expenditures from all revenues sources	March 2020
Conduct independent annual financial review	Contract a professional accountant to complete an annual financial review for the organization	June 2019



4.4 Establish Sound Governance Practices through the Development and Implementation of Business and Operating Policies and Procedures

Strategy	Target	Timeline
Continuously review and improve organizational bylaws, policies and procedures	Engage Governance Committee for annual bylaw review and amend as needed. Review policies and procedures triennially at a minimum and amend as needed	March 2020
Conduct annual review of Strategic Plan, and Strategic Budget	Hold an annual strategic planning session with Board of Directors. Update the 5 year plan and strategic budget as required	December 2019
Make governance documents publicly available	Maintain up-to-date bylaws and policies on the LICA website	March 2020
Develop and maintain Terms of Reference for all committees and subcommittees, as needed	Develop and approve terms of reference for subcommittees	March 2020
Host an Annual General Meeting to elect Board members and to inform the general membership of current LICA activities and initiatives	Hold an AGM and complete elections for board of director positions	October 2019







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