



BOARD OF DIRECTORS

Meeting Minutes

May 10, 2018 – 9:00 a.m. - 12:00 p.m.

LICA Board Room

Present:	Andrea Woods, Chairperson Annette Hobart, Vice-Chair Roxane Bretzlaff Shawn Elgert (via Teleconference) Cody Jackknife Carmelle Kokonas Harold Ross Lorna Storoschuk John Ilchuk Richard Bourgeois Brian Waters Duane Lay
Observers and Guests:	Neil Young
Staff and Contractors:	Arianne Crook, LICA Executive Director Michael Bisaga, Manager, Environmental Monitoring Programs Tina Martin, LICA Administrative Professional Colin Hanusz, Environmental Management Programs Erin Ritchie, Education and Outreach Coordinator Julie Jodoin, Summer Employee
Regrets:	Colin Cote Monty Moore Dana Swigart Randy Parenteau Abdi Siad-Omar Colin Woods

1.0 CALL TO ORDER:

Andrea Woods, Chairperson, called the meeting to order at 9:00 a.m.

1.1 Introductions and Sector Updates

1.2 Vision, Mission and Value

1.3 Roll Call

The Board reviewed the attendance record. No concerns at this time.

1.4 Approval of Agenda

#1 Moved by Annette Hobart AND RESOLVED that the May 10, 2018 Agenda be approved as amended:

- Addition of 2.4.3 WCB Report
- Correction of corresponding numbering for the above addition

1.5 Approval of Minutes

#2 Moved by John Ilchuk AND RESOLVED that the Minutes of the April 12, 2018 Board of Directors meeting be approved as amended:

- 2.3.1 Change “starting” to “started.”

2.0 ONGOING BUSINESS

2.1 Education and Outreach Update

2.1.1 Education and Outreach Activities & Updates

The Kehewin School has joined the C.A.R.S. Program. Colin, Erin and Julie attended the X-Stream Science training session in Camrose.

2.1.1.1 Fur and Pelt Update

The Alberta Trappers Association (ATA) has said we could continue to use the furs and pelts they have supplied and inquired as to the number of students we have reached. The ATA also offered to provide additional furs or pelts we may like to add to the kit. The Board suggested we add credits to the ATA for the furs and pelts they have provided for our presentations.

2.1.1.2 Classroom Presentations

Classroom presentations are underway with 44 presentations in May and 17 presentations in June. Our newly hired Summer Employee, Julie Jodoin, is assisting with the classroom presentations and is translating our presentations to French so that we may also present to the Francophone schools in the area.

2.1.1.3 Writing Contest

The writing contest received 55 entries this year. Judging of the entries by the Education and Outreach Committee has commenced. The winners of the Writing Contest will be selected at the May 17th Education & Outreach Committee meeting.

2.1.2 Upcoming Workshops & Events

2.1.2.1 Groundwater Presentation

The groundwater presentation has been put on hold until further notice.

2.1.2.2 Gauge and Save

In celebration of Clean Air Day on June 6th, Alberta Environment & Parks (AEP) is kicking off a social media campaign and has offered each Airshed one post to highlight some of the work they have done. LICA is organizing a Gauge and Save event where motorists can have their tire pressure checked and adjusted. This will also provide an opportunity to educate the public on clean air practices. A venue for this event has not yet been finalized.

The Board would like to see this program expanded to multiple communities in the LICA region.

2.2 Environmental Monitoring Programs Update

2.2.1 Routine Operations & Reporting

All of the opportunities for improvement from the AEP audit have been addressed or implemented.

LICA is working with AEP to replace the existing wind sensor tower at the Cold Lake station. The new tower will be taller than the existing tower. The station will be rotated 90 degrees to address the proximity to the nearby power line.

LICA is working with Imperial Oil to address the tree overgrowth at the Maskwa station. If trees are removed, it will occur at the end of August to avoid disruption of the nesting patterns of local bird populations. We are looking at adding an extension to the tower as well.

The redeployment of the PAMS station will be discussed at the meeting of the Technical Working Group (TWG). A possible location was presented to the South East side of Jessie Lake where power would be available and access to the unit would be favorable.

2.2.2 Special Projects

Mike and Lily travelled to Fort McMurray to participate in an information exchange with Wood Buffalo Environmental Association (WBEA).

One of the valuable insights from the WBEA information exchange was the implementation of 5-minute data validation for odour events and other air quality issues that have a short duration. This approach would result in two validated data sets: 5 minute and 1 hour.

Another item to improve our data management system would be moving to cloud-based hosting to enhance security and allow for easy data access from anywhere. In the cloud-based system, LICA's on-site network would become the back-up of our data. Further investigation needs to be done with regard to the costs involved in this option. This system would likely be marginally more expensive to maintain than our current data handling methods.

The monitoring equipment is on the way for the Beaver River Valley project and a draft report of the site selection has been completed. Suggested site selection has been based around the density of oil production in the area and on prevailing wind pattern analysis. Modelling of the air flow (at the 10 meter height) in the Beaver River Valley indicates that the valley isn't influencing synoptic patterns. The site selection report will be brought to the TWG for final decision on monitoring sites.

2.2.3 Planning & Optimization

Network operations:

A request for quote (RFQ) is being developed for our current network operator. We are considering two 6 month contract extensions with a comprehensive contractor review after the first 6 months.

Soil Acidification:

When the soil acidification monitoring began in 2010 it was stressed that this would be a long-term commitment. AEP has paused this project until review of a number of deposition monitoring plans at a workshop being hosted by AEP. The Board feels that the project should continue this year despite the lack of funding from AEP; missing a year of sampling creates a gap in the long term monitoring record. The Board recommends that we move forward with permitting the Moose Lake soil plot, and that we seek alternate funding for the field work in the event that we do not get a decision from AEP in time to collect this year's samples. The Board recommends that if funding can be secured, that we go ahead with the collection part of the project but hold off on the analysis until we get further information from AEP on the status on the Work Plan.

2.2.4 ALMS

The ALMS reports were distributed to the Board.

Shawn Elgert, Agricultural Water Engineer, Farm Water Supply Branch, Alberta Agriculture and Forestry, provided a link to information on blue-green algae (Cyanobacteria), [http://www1.agric.gov.ab.ca/\\$deprment/deptdocs.nsf/all/wqe15283](http://www1.agric.gov.ab.ca/$deprment/deptdocs.nsf/all/wqe15283), for anyone interested in knowing more about algae blooms.

2.3 Environmental Management Programs Update

2.3.1 WPAC Operations Update

No report.

2.3.2 WRRP Update

We have been notified that we were not successful on our recent grant application. Follow-up with grant administrators indicated that future success would depend on projects focusing on resiliency for creeks and rivers in floods and droughts. Colin will reapply for the grant in October with this information to guide our proposed WRRP projects. The TWG will work with Colin to determine appropriate project proposals to be included in the grant application. Additionally, he will ask for Letters of Support from local water stewardship groups to include in our October application.

Last year's grant was for 2 years. Colin will continue to work on completing the second year of this project.

2.3.3 Jessie Lake Restoration Project Update

No report.

2.4 Administration

2.4.1 Executive Director's Report

Arianne presented her report.

2.4.2 Chair's Report

No report.

2.4.3 WCB Report

Arianne presented the WCB report.

#3 Moved by Harold Ross AND RESOLVED that LICA secure WCB worker coverage for all LICA employees and that coverage be renewed annually.

2.4.4 Treasurer's Report

2.4.4.1 Accounts Receivable Report to March 31st, 2018

No report.

2.4.4.2 Finances to Date as at March 31st, 2018

The Consolidated Finances were reviewed.

2.4.5 Governance Committee

2.4.5.1 Governance Committee Recommendation for Vacant Seat

#4 Moved by Brian Waters AND RESOLVED that the recommendation of the Governance Committee in regards to the vacant seat be approved as presented.

2.4.5.2 Governance Committee Minutes of April 16, 2018

The Board reviewed the Governance Committee Minutes of April 16, 2018.

2.4.5.3 Policy 1.20 – Respectful Workplace Policy

#5 Moved by Richard Bourgeois AND RESOLVED that LICA adopt Policy 1.20 as presented.

2.4.5.4 Policy 1.17 – Voting and Elections at General Meetings

#6 Moved by Duane Lay AND RESOLVED that Policy 1.17 be accepted as presented.

#7 Moved by Lorna Storoschuk AND RESOLVED that the suggested changes to the LICA Bylaws be accepted as presented and that these changes be brought to the Annual General Meeting for approval.

2.4.5.5 Policy 1.19 – Review of Absences of Director

#8 Moved by Carmelle Kokonas AND RESOLVED that Policy 1.19 be accepted as amended to read:

- 1.19.2.1 The Board will review any member's three consecutive absences and follow-up, if any, will be undertaken as authorized by the Board.

2.4.5.6 Policy 2.8 – Board and Committee Expenses and Remuneration

No changes recommended.

2.4.5.7 Policy 1.7 – Board Member Job Description

#9 Moved by Roxane Bretzlaff AND RESOLVED that Policy 1.7 be accepted as presented.

2.4.5.8 Policy 1.8 – Board Member Conflict of Interest

#10 Moved by Annette Hobart AND RESOLVED that Policy 1.8 be accepted as presented.

2.4.5.9 Policy 1.12 – Board and Committee Orientation and Development

#11 Moved by Richard Bourgeois AND RESOLVED that Policy 1.12 be accepted as presented.

2.4.6 Education & Outreach Committee

2.4.6.1 Education & Outreach Committee Minutes of February 20, 2018

The Board reviewed the Education and Outreach minutes of February 20, 2018.

3.0 Upcoming Business

3.1.1 Water Innovation Forum

The Water Innovation forum will be held May 23-24 in Edmonton.

3.1.1.1 Attendees

Colin informed the Board that there was not a member of the TWG that is able to attend and that we would like for one more LICA member to attend if possible. Richard Bourgeois suggested that Peter Cordingley, a member of the Muriel Lake Watershed, attend.

4.0 Affiliate Organizations

4.1 AEP Meeting with Airsheds

4.1.1 AEP Meeting with Airsheds

The AEP meeting with our airshed is scheduled for May 16th at the LICA office.

5.0 ACTION LIST

5.1 Follow-up on action list

5.1.1 April 12, 2018 Board of Directors Meeting

The Board reviewed the action list for the April 12, 2018 Board of Directors Meeting

6.0 UPCOMING MEETING DATES

6.1 Board Meeting- June 14, 2018

7.0 ADJOURNMENT:

The meeting adjourned at 11:30 AM.

Approved on: _____
Date

Signature