



Lakeland Industry and Community Association

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BOARD OF DIRECTORS

Meeting Minutes

January 17, 2019 – 9:00 a.m. - 2:00 p.m.

LICA Board Room

Present:	Andrea Woods Roxane Bretzlaff Harold Ross Dave Coish Dana Swigart Lorna Storoschuk Colin Cote John Ilchuk Richard Bourgeois Brian Waters Shawn Elgert (via teleconference) Colin Woods (arrived at 9:30 a.m., left at 11:30 a.m.) Annette Hobart Catherine Walker Duane Lay
Observers and Guests:	Tanya Hintz Leo Paquin Monty Moore
Staff and Contractors:	Arianne Crook, LICA Executive Director Michael Bisaga, Manager, Environmental Monitoring Programs Lily Lin, Data & Reporting Specialist Colin Hanusz, Environmental Management Programs Erin Ritchie, Education and Outreach Coordinator Tina Martin, LICA Administrative Professional
Regrets:	Francis Nkemamin Cody Jackknife Duane Zaraska

1.0 CALL TO ORDER:

Andrea Woods, Chairperson, called the meeting to order at 9:02 a.m.

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Initials

1.1 Introductions and Sector Updates

1.2 Vision, Mission and Values

1.3 Roll Call

1.4 Approval of Agenda

#1 Moved by Catherine Walker AND RESOLVED that the January 17, 2019 Agenda be approved as amended:

- **Add item 3.3 Beaver River Watershed Creek Testing Work Plan**
- **Correction of corresponding numbering for the above addition**

1.5 Approval of Minutes

#2 Moved by Roxane Bretzlaff AND RESOLVED that the Minutes of the December 13, 2018 Board of Directors meeting be approved as presented.

2.0 ONGOING BUSINESS

2.1 Education and Outreach Update

2.1.1 2019 Calendar Contest

A thousand 2019 Youth Calendars have been distributed to town offices, schools, sports centers, and libraries in Bonnyville, Cold Lake, St. Paul, Elk Point, and Glendon.

2.1.2 Little Green Thumbs

Ardmore School's second Little Green Thumbs garden is up and running in the pre-kindergarten classroom. The first Little Green Thumbs garden is doing well.

We have sent a follow-up email to École des Beaux-Lacs in regards to the requested support of their Little Green Thumbs Garden and are awaiting their reply.

2.1.3 Vermicomposting Workshops

Erin has planned a Vermicomposting Workshop for Wednesday, January 30th from 6:00-8:00 p.m. in St. Paul at the Family and Community Support Services (FCSS). This event has been advertised both on Facebook and in the St. Paul newspaper.

A Vermicomposting Workshop has also been planned in Cold Lake for Thursday, February 28th from 6:00-8:00 p.m. at the Cold Lake FCSS. This event will be advertised once the St. Paul workshop has been completed to avoid confusion.

Volunteers to assist at either event are welcome.

2.2 Environmental Monitoring Programs Update

2.2.1 Routine Operations & Reporting

The improvement projects for the Cold Lake and Maskwa stations are still underway. ATCO has clarified the power line set-back distance at the Cold Lake station and a new 10 meter meteorological tower has been ordered. Alberta Environment and Parks (AEP) has provided two new instruments for the Cold Lake station as part of the life-cycle replacement program. We are still waiting for feedback from the AEP auditors on the new Maskwa site.

The Air Quality Health Index (AQHI) calculation and forecast are now available for the Portable Air Monitoring System (PAMS), listed as Bonnyville on the LICA website.

A new AQHI website module was proposed to the Education and Outreach Committee in November and implementation is now underway. The new website module was designed to be visually consistent with AEP and Environment and Climate Change Canada (ECCC) websites, where AQHI data from Provincial and National networks reside. The new module is also more intuitive, with a left to right reading pattern, and a vertical listing is more easily expanded.

2.2.2 Special Projects

Deployment of the Beaver River Valley monitoring array is nearly complete. Three meteorological stations have been deployed along the north side of the river; discussions are underway with landowners who may provide a host site for the fourth station on the south side of the river valley.

Mike attended the Deposition Integration Workshop in December. At the workshop, a list of key uncertainties and over 40 associated key questions were compiled in relation to deposition monitoring in Alberta, see attachment. Key uncertainties were grouped into 5 theme areas. LICA's soil acidification monitoring program addresses a few of these theme areas including monitoring deposition effects of total nitrogen/sulphur and long-term trend analysis. The work plan for this program has been updated to explicitly address appropriate key uncertainties and questions identified in the Workshop. Opportunities to integrate this program with other oil sands soil monitoring will be investigated.

2.2.3 Planning & Optimization

The letter of support for the new Alberta Ambient Air Quality Objective (AAAQO) for ozone has been submitted.

The next meeting for the Network Optimization project is next week. There are no further updates on this project at this time.

A summary of the Atmospheric Pollutant Active Monitoring Network work plan was reviewed noting no changes from the previous year. Continuous monitoring occurs at our four active monitoring stations located near Cold Lake South, St. Lina, Maskwa, and at the PAMS station located by Bonnyville. We are also continuing our canister program through the integrated monitoring program and continue to provide AQHI data as per AEP requirements.

The Atmospheric Pollutant Passive Monitoring Network work plan remains unchanged with the exception of a pilot program to passively monitor polycyclic aromatic compounds (PACs); this addition is championed by AEP. The PAC samplers will be deployed on a 2-month interval for a trial period of one year. Six samplers will be co-located at existing passive monitoring sites and 1-3 samplers will be co-located at Cold Lake First Nations (CLFN) surface water quality monitoring sites.

Meteorological monitoring along the Beaver River Valley is ongoing. Work done thus far is part of Phase I of the program and will continue over the next 2 years with quarterly data summaries provided to AEP.

The Cold Lake Soil Acidification Monitoring Program was put on pause by AEP last year, however the LISC funded the soil sample collection to maintain the data set. Those samples have been archived and analysis is pending the final outcome of the deposition workshops being held by AEP. This year we have applied again to complete our soil sample testing with the addition of collection and analysis of last years' samples.

2.2.4 ALMS

No report.

2.3 Environmental Management Programs Update

2.3.1 WPAC Operations Update

No report.

2.3.2 Jessie Lake Restoration Program Update

Colin gave a brief update indicating that he has been in touch with the Administration and Public Works divisions of the M.D. of Bonnyville. He is still working on presenting our findings to the Town of Bonnyville for further discussion.

2.3.3 Muriel Lake Restoration Program Update

No report.

2.3.4 Moose Lake Restoration Program Update

No report.

2.3.5 WRRP Update

No report.

2.3.6 IWMP Update

No report.

2.4 Administration

2.4.1 Executive Director's Report

Arianne presented her Executive Director's report. Of note, we still have not received a response from AEP in regards to the status of our 2018-19 Airshed Engagement Grant Application. Also, the County of Vermillion River has joined our membership.

#3 Moved by Dana Swigart AND RESOLVED that Andrea Woods, the Board Chair, send a follow-up email to AEP enquiring on the status of the 2018-19 Airshed Engagement Grant Application.

2.4.2 Chair's Report

No report.

2.4.3 Treasurer's Report

2.4.3.1 Accounts Receivable Report to January 8th, 2019

Arianne presented the accounts receivable report to January 8, 2019 to the Board.

2.4.3.2 Finances to Date December 31st, 2018

Arianne presented the Finances to Date to December 31, 2018 to the Board.

2.4.4 Governance Committee

No report.

2.4.5 Education and Outreach Committee

No report.

2.4.6 Technical Working Group (TWG)

2.4.6.1 TWG Minutes of December 3, 2018 - DRAFT

A draft of the Minutes of the December 3, 2018 Technical Working Group meeting were presented to the Board for review.

3.0 UPCOMING BUSINESS

3.1 Strategic Planning

The Board reviewed the Strategic Plan noting minor changes throughout the document.

3.1.1 Convene and Collaborate

3.1.2 Engage and Inform

3.1.3 Influence and Improve

3.1.4 Efficient and Effective

#4 Moved by Duane Lay AND RESOLVED that the discussed changes be updated and a revised copy of the Strategic Plan be posted to the LICA website.

3.2 WPAC 2019-2020 Annual Work Plan

Colin reviewed the WPAC 2019-2020 Annual Work Plan with the Board. The Board suggested a few minor changes.

The Board agreed without motion that Colin should reach out to local municipal planning councils for meeting schedules and agendas to increase LICA involvement in assisting with planning and development.

3.3 Beaver River Watershed Creek Testing Work Plan

Colin presented a revised version of the BRW Creek Testing Work Plan to the Board. The Board discussed the work plan and agreed more changes were required. The Board accepted the in-progress BRW Creek Testing Work Plan as information, requesting that Colin forward the revised version to the Board and TWG by email for further comment. A final version will be provided to the Board prior to submission.

3.4 Proposed Staffing Level Increase Report

Arianne presented her proposed staffing level increase report to the Board.

#5 Moved by Colin Cote AND RESOLVED that the Board supports the increase of staff compliment to include 1 permanent full-time Education and Outreach Assistant, and approve an additional budget cost of \$50,300 for 2019-2020, and that the additional budget cost be funded by the options mentioned in the report.

#6 Moved by Harold Ross AND RESOLVED that the Governance Committee, along with the ED, Program Managers and E&O Coordinator, develop a job description for the new Education and Outreach Assistant position and review the current Education and Outreach Coordinator job description, for Board approval.

3.5 Exploring In-Lake Treatment Options ALMS Workshop

Colin requested to attend this event as it ties in directly with the Jessie Lake Restoration Project we have been working on. Colin Cote asked that we also forward this information on to him.

#7 Moved by Dana Swigart AND RESOLVED that Colin Hanusz attend the Exploring In-Lake Treatment Options workshop and that mileage and accommodation expenses be covered by LICA.

4.0 Affiliate Organizations

4.1 Alberta Water Council

No report.

4.2 Alberta Airsheds Council

No report.

4.3 Beaver River Fish & Game Association

4.3.1 Winter dissolved oxygen level lake testing project

The Beaver River Fish & Game Association (BRFG) is interested in testing winter dissolved oxygen levels in several lakes in the region and has requested the use of LICA's YSI probe for this testing.

#8 Moved by John Ilchuk AND RESOLVED that LICA will lend the YSI probe to the Beaver River Fish and Game Association under a signed User Agreement in accordance with LICA policy.

4.4 Muriel Lake Basin Management Society

4.4.1 Letter of Support

Colin presented the MLBMS request for a Letter of Support for the Watershed Stewardship Grant. The grant is intended to fund a Synthetic Hydrological Network Project where they are trying to develop new, or use existing, digital elevation models (DEM) to analyze the effects of human structures on flows to Muriel Lake and identify management actions that can be implemented to improve water levels.

#9 Moved by Lorna Storoschuk AND RESOLVED that a Letter of Support be provided to the MLBMS for their application for the Watershed Stewardship Grant.

5.0 ACTION LIST

5.1 Follow-up on action list

5.1.1 December 13, 2018 Board of Directors Meeting

The Board reviewed the action list for the December 13, 2018 Board of Directors Meeting. It was noted that the Timberwolf Site Access Agreement is still being worked on and the Imperial Site Access Agreement is pending AEP auditor approval of the site.

The Board also discuss board development opportunities available to LICA in February.

#10 Move by Roxane Bretzlaff AND RESOLVED that any Board members wishing to attend either of the Volunteer & Board Leadership Learning events will be registered and that mileage be covered as per LICA policy.

6.0 UPCOMING MEETING DATES

6.1 Board Meeting- February 21, 2019

7.0 ADJOURNMENT:

The meeting adjourned at 1:40 p.m.

#11 Moved by Brain Waters AND RESOLVED that the meeting be adjourned.

Approved on: _____
Date

Signature