



Lakeland Industry and Community Association

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## **BOARD OF DIRECTORS**

### **Meeting Minutes**

**May 16, 2019 – 9:00 a.m. - 12:00 p.m.**

**LICA Board Room**

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**Present:**

Annette Hobart  
Roxane Bretzlaff  
Dana Swigart  
Lorna Storoschuk (left at 11:20 a.m.)  
Colin Cote  
John Ilchuk  
Richard Bourgeois  
Francis Nkemamin (arrived at 10:30 a.m.)  
Harold Ross  
Cody Jacknife  
Shawn Elgert (via teleconference)  
Monica Dahl

**Observers and Guests:**

Vicky Lefebvre (left at 11:20 a.m.)  
Tanya Hintz

**Staff and Contractors:**

Arianne Crook, LICA Executive Director  
Erin Ritchie, Manager of Environmental Programs  
Lisa Ratte, Education and Outreach Coordinator  
Tina Martin, LICA Administrative Professional  
Michael Bisaga, Monitoring Programs Manager

**Regrets:**

Andrea Woods  
Catherine Walker  
Colin Woods  
Duane Zaraska  
Duane Lay  
Scott Meyers

### **1.0 CALL TO ORDER:**

Annette Hobart, Vice-Chairperson, called the meeting to order at 9:00 a.m.

### **1.1 Introductions and Sector Updates**

1.2 **Vision, Mission and Values**

1.3 **Roll Call**

1.4 **Approval of Agenda**

#1 Moved by Dana Swigart AND RESOLVED that the May 16, 2019 Agenda be approved as amended:

- Add item 2.4.4 **Education and Outreach Committee**
  - 2.4.4.1 **Committee Member Absence**
  - 2.4.4.2 **Recommendation to the Board from E&O**

1.5 **Approval of Minutes**

1.5.1 **April 25, 2019 – Board Meeting**

#2 Moved by Dana Swigart AND RESOLVED that the Minutes of the April 25, 2019 Board of Directors meeting be approved as presented.

2.0 **ONGOING BUSINESS**

2.1 **Education and Outreach Update**

2.1.1 **Presentations Update**

There have been 17 classroom presentations completed so far this school year. There are several more presentations booked over the coming weeks.

2.1.2 **AQHI Lantern**

The AQHI lanterns we ordered and are scheduled to arrive the afternoon of May 16<sup>th</sup>. The Bonnyville and District Centennial Center (C2) has signed the Memorandum of Understanding (MOU) to host one of the AQHI lanterns from June until September 2019. The Cold Lake Energy Centre is still reviewing the MOU to host the second AQHI lantern.

Once the lanterns have been launched, Lisa will add a description to our website explaining how the air quality information is relayed to the lanterns.

2.1.3 **Earth Day Writing Contest**

We had 66 submissions to this year's Earth Day writing contest. Of the 66, there were only two in the grade 7-9 category. The Education and Outreach (E&O) Committee felt this was not enough entries to award prizes. The E&O Committee further decided to add a fourth place prize for the grade 4-6 category. Lisa will be presenting the prizes to the winners in June.

#### **2.1.4 Upcoming Outreach Activities**

We have numerous outreach activities forthcoming, as follows:

- May 21 X-Stream Science
- May 27-31 Stream of Dreams at École Notre Dame Elementary School
- June 2 booth in Lac La Biche for Environment Week
- June 4 X-Stream Science
- June 19-20 The Bonnyville Oil & Gas Show
- May & June continuation of classroom presentations

#### **2.1.5 Grant Applications**

We submitted our application for the 2019-20 WPAC Operating Grant on May 6, 2019. The 2019-20 Airshed Engagement Grant application was submitted on May 7, 2019.

### **2.2 Environmental Monitoring Programs Update**

#### **2.2.1 Routine Operations & Reporting**

Mike presented a draft of the new continuous monitoring Dashboard Report. There were exceedances of the 1-hour objective for ozone in March when ozone concentrations were also elevated across the Province. Ozone levels typically peak in the spring due to atmospheric mixing and long range transport. There were also exceedances of the 1-hour objective for H<sub>2</sub>S measured at the PAMS in March. Wind direction during the exceedances indicate that the H<sub>2</sub>S source is the Bonnyville sewage lagoons.

#### **2.2.2 Special Projects**

Alberta Environment and Parks (AEP) completed the annual audit of our continuous monitoring stations last week. We had no audit failures but a few opportunities for improvement were identified. At the end of the audit, the auditor visited the proposed new site for the Maskwa station and noted that it met the Air Monitoring Directive siting criteria.

#### **2.2.3 Planning & Optimization**

There was no report for planning and optimization this month. At the June Board meeting Mike will be presenting a proposal to bring some of the reporting in-house, with Lily taking over data validation.

## **2.3 Environmental Management Programs Update**

### **2.3.1 WPAC Update**

No report.

### **2.3.2 WRRP Update**

No report.

### **2.3.3 Muriel Lake Winter Dissolved Oxygen Testing Report**

Erin presented the results of the Muriel Lake Winter Dissolved Oxygen Testing done by the Muriel Lake Basin Management Society (MLBMS). It was noted that abnormally high oxygen levels closer to the surface measurements were probably skewed by oxygenation of the water when the auger was drilling through the ice. Also noted were the extremely low oxygen levels at the lower depths during the later stages of winter that would not be high enough to sustain fish life through the whole winter. The MLBMS plans to repeat the winter dissolved oxygen testing again next winter.

## **2.4 Administration**

### **2.4.1 Executive Director's Report**

Arianne presented her Executive Director's report.

### **2.4.2 Financial Reports**

#### **2.4.2.1 Accounts Receivable Report to May 8<sup>th</sup>, 2019**

Arianne presented the accounts receivable report to May 8<sup>th</sup>, 2019 to the Board.

#### **2.4.2.2 Finances to Date April 30<sup>th</sup>, 2019**

Arianne presented the Finances to Date to April 30<sup>th</sup>, 2019 to the Board.

### **2.4.3 Governance Committee**

No report.

## **2.4.4 Education and Outreach Committee**

### **2.4.4.1 Committee Member Absence**

At their May 8<sup>th</sup> meeting, the E&O committee noted three consecutive absences for committee member Alyssa Gladish. The committee also noted that since her appointment to the committee, Alyssa had not been able to attend any meetings. The committee only has one more meeting planned before the October organizational meeting and, therefore, recommends to the Board that Alyssa be removed from the committee and that her seat remain vacant.

The Board discussed options to address the absences and agreed without motion that a letter be sent to Alyssa Gladish excusing her from the Education and Outreach committee.

The Board further requested that the LICA staff provide an updated Expression of Interest document, along with recommendations on a replacement committee member at the June Board meeting.

### **2.4.4.2 Recommendation to the Board from E&O**

The E&O Committee recommends to the Board that the application for St. Dominic Elementary School in Cold Lake be accepted for completion of the Stream of Dreams Program in the 2019-20 school year.

**#3 Moved by Lorna Storoschuk AND RESOLVED that LICA accept St. Dominic Elementary School's application for the Stream of Dreams program in the 2019-20 school year.**

## **2.4.5 Technical Working Group (TWG)**

### **2.4.5.1 April 29, 2019 – TWG Meeting Minutes – DRAFT**

This item was tabled until the June 13, 2019 Board meeting.

### **2.4.5.2 Recommendations to the Board from TWG**

The TWG recommends to the Board that we attain the services of Associated Environmental for completion of the phosphorous budget on Moose Lake. The costs in both proposals sought were relatively the same, but the Associated Environmental proposal was tailored to Moose Lake's unique needs.

**#4 Moved by Roxane Bretzlaff AND RESOLVED that the Associated Environmental proposal be accepted for completion of the Phosphorous Budget on Moose Lake.**

### **3.0 Other Business**

#### **3.1 Annual General Meeting**

##### **3.1.1 Date, location and guest speaker**

The Board decided that the 2019 AGM would be held on October 9<sup>th</sup> at the C2 Field House from 6-9 p.m. In lieu of a keynote speaker, the Board would like to have the LICA staff provide a more detailed presentation of the work LICA has done over the last year.

The Board would like to host a keynote speaker at an event separate from the AGM.

**#5 Moved by John Ilchuk AND RESOLVED that the LICA AGM be held on October 9<sup>th</sup> from 6-9 p.m. at the C2 Field House.**

#### **3.2 2018-19 Strategic Plan Final Report**

Arianne presented a report for the 2018-19 Strategic Plan. The report provides an overview of the organization's achievements over the 2018-19 fiscal year and summarizes progress toward LICA's four Strategic Directions in the 2018-2023 Strategic Plan. The report will be made available on the LICA website.

#### **3.3 Municipal Council Delegate Presentations**

LICA has been working on updating Municipal Councils on who LICA is and what we do. Arianne and Erin delivered a presentation to Lac La Biche County council members on May 7<sup>th</sup>, 2019 and City of Cold Lake council members on May 14<sup>th</sup>, 2019. Andrea and Erin delivered a presentation to MD of Bonnyville #87 council members on May 15<sup>th</sup>, 2019. The presentations aimed at informing municipalities of current LICA initiatives and projects. Further presentations are planned for other municipal supporters of LICA.

#### **3.4 EPA Water Research Webinar Series**

Shawn Elgert invited the Board to participate in the Water Research Webinar Series. The bimonthly series is next offered on May 22<sup>nd</sup> from 2:00-3:00 p.m. and will cover Multi-Source Remote Sensing for Assessment and Management of Surface Waters. Registration is required at <https://register.gotowebinar.com/register/122131951223973891> in order to participate. This information will also be circulated by email after the Board meeting.

**4.0 Affiliate Organizations**

**4.1 Alberta Water Council**

No report.

**4.2 Alberta Airsheds Council**

The Alberta Airsheds Council sent a letter to the Minister of Environment and Parks, the Hon. Jason Nixon, to introduce themselves and to highlight the value that Airsheds bring to the Government of Alberta and to Industry.

The final storyboard for the educational video on the impact wildfire smoke has on human health is almost completed. The video is scheduled for completion in June 2019.

**4.3 Synergy Alberta**

No report from this month's teleconference meeting.

**5.0 ACTION LIST**

**5.1 Follow-up on action list**

**5.1.1 April 25<sup>th</sup>, 2019 Board of Directors Meeting**

The Board reviewed the action list for the April 25, 2019 Board of Directors Meeting.

**6.0 UPCOMING MEETING DATES**

**6.1 Board Meeting- June 13, 2019**

**7.0 ADJOURNMENT:**

The meeting adjourned at 11:30 a.m.

**#6 Moved by Richard Bourgeois AND RESOLVED that the meeting be adjourned.**

Approved on: \_\_\_\_\_  
Date

\_\_\_\_\_  
Signature