



Lakeland Industry and Community Association

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Boundary Change Advisory Committee Meeting Minutes Thursday, April 29, 2021 9:00 a.m. – 12:00 p.m. Teleconference via Microsoft Teams

Present: Desiree Parenteau
Delano Tolley (arrived at 10:00 a.m.)
Amanda Avery-Bibo
Duane Zaraska
Gabrielle Wiskeyjack
Clarence Makowecki
Roxane Bretzlaff
Randi Dupras
Randy Parenteau
Monty Moore

Observers and Guests: Abdi Siad-Omar

Staff and Contractors: Kristina Martel, LICA Executive Director
Michael Bisaga, Manager, Environmental Monitoring Programs
Tricia Fleming, Environmental Coordinator
Lily Lin, Data and Reporting Specialist
Tina Johnson, LICA Administrative Professional

1.0 CALL TO ORDER

Amanda Avery-Bibo, Committee Chairperson, called the meeting to order at 9:01 a.m.

1.1 Introductions

1.2 Vision, Mission and Values

1.3 Approval of Agenda

#1 Moved by Randi Dupras AND CARRIED that the April 29, 2021 Agenda be approved as amended:

- **The Discussion Leader for agenda items under 1.0, 4.0, and 5.0 be changed to Amanda.**

2.0. INTRODUCTIONS & POLICY REVIEW

2.1 BCAC Terms of Reference

The Committee reviewed the [Boundary Change Advisory Committee \(BCAC\) Terms of Reference document](#).

#2 Moved by Monty Moore AND CARRIED that the BCAC Terms of Reference be accepted as presented.

2.2 Policy Review

2.2.1 Policy 1.5 Decision-Making Process

The BCAC reviewed Policy 1.5 *Decision Making Process*.

2.2.2 Policy 1.14 Confidentiality

The BCAC reviewed Policy 1.14 Confidentiality. Committee members not already sitting on the LICA Board or other LICA Committee are requested to sign the Oath of Confidentiality and submit to lica2@lica.ca or executivedirector@lica.ca.

2.2.3 Policy 1.13 Volunteer Hours & Sign-In Sheet

The BCAC reviewed Policy 1.13 *Volunteer Hours & Sign-In Sheet*.

2.2.4 Policy 2.8 Board and Committee Expenses and Remuneration

The BCAC reviewed Policy 2.8 *Board and Committee Expenses and Remuneration*.

2.2.4.1 Expense Claim Form

The BCAC reviewed the LICA Expense Claim Form. The Executive Director will complete and send this form to appropriate committee members for their sign-off at the conclusion of the meeting.

2.2.4.2 Direct Deposit Option

The BCAC was given the option to complete the Direct Deposit form noting that a VOID cheque will be required to accompany the form.

2.2.5 Committee Member Sign-On

The BCAC reviewed the Committee Member Sign-On form. All committee members not already sitting on the LICA Board or other LICA Committee are requested to complete the contact information and submit to lica2@lica.ca or executivedirector@lica.ca. Members eligible for stipends must also provide their SIN, date of birth, and CPP status.

3.0 NEW BUSINESS

3.1 Organizational Overview

3.1.1 LICA's Formation and Boundary History

Oil and gas development in the 1990's and 2000's was growing exponentially in the Lakeland region. Along with this growth, came concerns by stakeholders leading to hearings on several in-situ and cold flow developments. LICA was formed as a synergy group allowing industry and stakeholders a forum for communication outside the court system.

The following historical timeline was presented to reflect the transformation of the LICA Boundary since the organization's inception:

- December 2000 – LICA was incorporated under the Alberta Societies Act. The boundary at that time is what you see now as the air monitoring zone.
- 2004 & 2005 - LICA established their Passive Air Monitoring Network and Continuous Air Monitoring Network, respectively. In response to these networks, the air monitoring zone boundary was created mirroring the LICA boundary.
- 2006 - LICA became a Watershed Planning Advisory Council (WPAC) for the Beaver River watershed, adopting the Beaver River watershed boundary.
- 2007 - LICA extended their boundary further to include the entire MD of Bonnyville and County of St. Paul. (This expansion did not include the air monitoring zone, thus creating a third boundary line.)
- In 2012, LICA extended their boundary to include the WPAC boundary in efforts to encompass all things LICA. This brings us to the current LICA boundary you see today.

3.1.2 Current Resources

The Executive Director noted that LICA currently employs 6 staff and 3 contractors to oversee the operations of LICA's three integral components: Environmental Monitoring (Airshed), Environmental Management (WPAC), and Education and Outreach.

3.1.3 Committee Involvement

In September 2020, the LICA Board of Directors accepted the recommendation to extend the Air Monitoring zone boundary to match the existing LICA boundary. This change will be reflected in the LICA Bylaws once approved at the AGM in October. Seeing that LICA's bylaws will undergo changes this year, the Board agreed to continue the discussion of other potential expansion opportunities. LICA currently has two paying municipal members, the County of Lac La Biche, and the County of Vermilion River, who wish to see more of LICA's presence but are not entirely within our boundary. It was realized during Board discussions that expanding our boundaries further required a committee to review viable options.

It was also noted that the Beaver River watershed is set by the Provincial Government, based on hydrology, and will not be part of the LICA boundary expansion discussions.

3.2 Expansion Opportunity Statement

3.2.1 Beaver River Watershed Boundary Inclusion

The Environmental Coordinator noted that there are three areas of the Beaver River watershed shown on the Alberta Government's map that are not included within the LICA WPAC boundary. Upon further investigation, it was determined that the two areas indicated north of our watershed are not part of the Beaver River watershed, rather they belong to a watershed located in Saskatchewan. The Environmental Coordinator will make a recommendation to Alberta Environment and Parks (AEP) to update these two sections to accurately define the boundaries of the Beaver River watershed.

The Environmental Coordinator also indicated that the location indicated south of the Beaver River watershed does in fact belong to the watershed and should be reflected within the LICA WPAC boundary. She will approach AEP to ensure this assessment is correct prior to including this location within LICA's WPAC boundary.

#3 Moved by Duane Zaraska AND CARRIED that the entire Alberta portion of the Beaver River Watershed be included within the LICA WPAC boundary.

3.2.2 LICA Air Monitoring Zone and Synergy Boundary

The Manager of Environmental Monitoring presented a [set of maps](#), indicating examples of expansion that are outside of and within LICA's resources. He provided [two scenarios](#) as a primer to facilitate the expansion discussion.

Some key takeaways of these two scenarios include:

- LICA's intent of expanding the Air Monitoring Zone was not to expand our area of coverage, but to have the boundary reflect our current area of operations. Adjustments to LICA's resources will not be required should the LICA boundary extend to either scenario presented.
- In May 2021, the PAMS will be relocated to the community of Lac La Biche, which is represented in the map sets as the Urban Centre.
- Both scenarios' do not overlap any airshed boundaries.
- The Athabasca Watershed Council was contacted regarding the possibility of boundary overlap, to which they had no concerns, as this would not impact watershed related activities. LICA already shares boundary with the North Saskatchewan Watershed Alliance and the existing relationship has proven positive towards collaboration within our respective areas.
- Lac La Biche lake was not included in the scenarios as it is part of Ward 6 which overlaps the Wood Buffalo Environmental Association (WBEA).
- Low industrial development in the Lac La Biche area has negated a need for a stronger air monitoring presence.

The Executive Director noted that any recommendation that comes from the BCAC will be presented to the Alberta Airsheds Council (as per their policy) and the LICA Industry Steering Committee for review prior to Board approval.

The Industry committee members would like a more detailed map of Wards 1-5 and 7 showing the well density, sand and gravel pits, forestry activity, and other non-oilfield industry related activity in efforts to engage these developers and be transparent about what LICA is trying to achieve.

4.0 UPCOMING MEETING DATES

4.1 Board Meeting – May 20, 2021

4.2 Next Meeting – TBD

The next BCAC meeting will be scheduled in mid-May due to the quick turn-around time for this committee's decisions. A Doodle Poll will be sent out with potential meeting dates.

5.0 ADJOURNMENT

Meeting adjourned at 10:48 a.m.

#3 Moved by Duane Zaraska AND CARRIED that the meeting be adjourned.

Approved on: _____
Date

Signature