



Lakeland Industry and Community Association

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BOARD OF DIRECTORS

Meeting Minutes

Thursday, September 23, 2021

9:00 a.m. – 1:00 p.m.

LICA Boardroom and via Microsoft Teams

Present:

Richard Bourgeois (via teleconference)
Amanda Avery-Bibo
Duane Zaraska
Lindsay Hollands (via teleconference, left at 12:26 p.m.)
Wayne Bamber (via teleconference, left at 10:53 a.m.)
Shawn Elgert (via teleconference)
Annette Hobart (via teleconference, left at 12:20 p.m.)
Abdi Siad-Omar (via teleconference, left at 12:30 p.m.)
Heather Harms (via teleconference, left at 12:27 p.m.)
Lorna Storoschuk (via teleconference)
Lorin Tkachuk (via teleconference, left at 10:50 a.m.)

Observers and Guests:

Leo Paquin (via teleconference, left at 11:25 a.m.)
Colin Cote (via teleconference, left at 12:39 p.m.)
Hannah Smith (via teleconference, left at 10:49 a.m.)
Amanda Peardon (via teleconference, left at 10:02 a.m.)

Staff and Contractors:

Kristina Morris, LICA Executive Director
Michael Bisaga, Environmental Monitoring Programs Manager
(via teleconference)
Lily Lin, Data & Reporting Specialist (via teleconference)
Tricia Fleming, Environmental Coordinator
Rachel Bates, Education & Outreach Coordinator
Tina Johnson, LICA Administrative Professional
Eveline Hartog, LICA Administrative Professional

Regrets:

Jason Quinney
John Ilchuk
Cody Jackknife
Francis Nkemamin
Craig Copeland
Sheena Oman
Greg Sawchuk

1.0 CALL TO ORDER:

Amanda Avery-Bibo, the LICA Board Chairperson, called the meeting to order at 9:03 a.m.

1.1 Introductions and Sector Updates

1.2 Vision, Mission and Values

1.3 Roll Call

The Board suggested that the Executive Director contact the Land and Resources Department of the Cold Lake First Nations to bring forward a request to the band for a member appointment to the LICA Board of Directors, as the existing appointee has been unable to attend the majority of the last year.

1.4 Approval of Agenda

#1 Moved by Lorna Storoschuk AND CARRIED that the September 23, 2021, Agenda be approved as presented.

1.5 Approval of Minutes

1.5.1 June 24, 2021 – Board Minutes

#2 Moved by Heather Harms AND CARRIED that the Minutes of the June 24, 2021, Board meeting be approved as presented.

2.0 ONGOING BUSINESS

2.1 Education and Outreach Coordinator Report

The Education and Outreach Coordinator delivered her report, noting:

- The Community Garden fencing will be installed next week.
- The Lakeland Co-op will fill LICA's lumber requirements to complete construction of the Community Garden beds, as Vincents has a shortage of wood.
- The Bonnyville Pontiacs have volunteered to build the garden beds next week.
- The E&O Coordinator wanted to commend the LICA Summer Student for her hard work and dedication.
- The KOLB campaign Information Session has been delayed until after the municipal elections as the guest speaker is from the M.D. of Bonnyville and has been directed not to participate in public events until elections conclude.
- The Battle River Watershed Alliance E&O Coordinator will be coming to complete field training for the X-Stream Science program on September 24th.
- The E&O Coordinator spoke to the Saskatchewan Agriculture in the Classroom, and they attempted to contact the Alberta Agriculture in the Classroom Coordinator, on LICA's behalf, to request they get in touch with us. Nothing came of the request.

A Board member also recognized that CreekWatch delivered monitoring training to the Muriel Lake Basin Management Society volunteers in June, and they were able to conduct five samples over the summer.

2.2 Manager of Environmental Monitoring Programs Report

The Manager of Environmental Monitoring Programs delivered his report noting:

- The Alberta Airsheds Council is producing a video on the benefits of micro-sensors, specifically Purple Air Devices.
- The Manager of Environmental Monitoring Programs thanked Board Member Lorna Storoschuk for her assistance in connecting LICA with the EMS Bonnyville to deploy our Purple Air Device. Results of local and global Purple Air monitoring can be found at <https://www2.purpleair.com/>
- The LICA E&O Coordinator offered to create a Facebook post on the benefits of the Purple Air devices.
- The 2021 soil sampling will be conducted at the AEP Cold Lake site during the Thanksgiving long-weekend.
- Work is still underway with the consultant in developing LICA's safety plan for unchaperoned access to the Tamarack site.

A Board Member representing Imperial inquired as to the expected timeframe that the safety program be complete. The Manager of Environmental Monitoring notified them that delays were experienced due to a delay in receiving a response from Imperial on what is required within the plan. It is anticipated that the initial draft is to be completed within the next couple of weeks. The Data and Reporting Specialist added that Imperial would be consulted as the safety program planning proceeds to ensure their compliance requirements are met.

2.3 Environmental Coordinator Report

The Environmental Coordinator delivered her report, noting:

- LICA has now received enough riparian fencing applications to utilize the full WRRP grant funds.
- She is connecting with the North Saskatchewan Watershed Alliance to determine the best way to release the 143-page Riparian Assessment report to the public in a digestible manner.
- The workshop conducted as part of the Beaver Device Program was a success! There has been a lot of interest in the beaver deceiver devices that have been installed and into whether there will be small signs installed explaining the project.
- The Beaver Project is currently on hold due to site access limitations and permit delays. The Environmental Coordinator is in communication with the M.D. of Bonnyville to identify if they have additional projects that LICA may support. Should delays continue, the Environmental Coordinator will reach out to AEP for approval on purchasing the materials up front and installing the Beaver Devices next year, as LICA must spend the funding prior to March 2022.
- The Iron Horse Trail volunteers have not yet made it into our area to install the OHV Wheels Out of Water signs. We may look at whether it is an option to install the signs ourselves if the project gets delayed further. This should not impact our grant funding as the installation was recorded as in-kind.

- CreekWatch has inquired whether LICA intends to complete more sampling next year. As the pilot program was a success, the Environmental Coordinator recommends continuing the program. The Muriel Lake Basin Management Society expressed interest in completing more sampling.
- The Environmental Coordinator plans to pre-order plants necessary for the Rain Garden, to be planted next Spring.

The Board inquired on why the Rain Garden signage has not yet been completed. The Environmental Coordinator reminded the Board of the request to include a QR code that links to the Rain Garden video, which has not yet been developed. If the video is completed over the winter, the signage should be ready for installation in the Spring of 2022.

2.4 Administration

2.4.1 Executive Director's Report

The Executive Director delivered her report, noting:

- She has submitted the Canada Summer Jobs Final Payment and Activity Report for LICA's Summer Student wages prior to the deadline.
- Yesterday she completed an Indigenous Relations course, along with a LICA Board Member, which she found extremely valuable as it provided information on how to connect and gain the trust of our Indigenous communities. The material will be shared with the LICA staff.

2.4.1.1 LICA Annual General Meeting

As recent previous AGMs focused on biodiversity and water topics, LICA's 2021 AGM presentation will have an airshed focus. The presentation is expected to be 15 minutes long and will cover the effects of acid deposition. Salim Abboud, a soil chemist from Abboud Research Consulting has agreed to speak to our membership in-kind via Zoom. Should technology fail us at the AGM the LICA Manager of Environmental Monitoring Programs will fill in. As LICA was unable to retain a speaker to speak on the effects of acid deposition on surface water, the LICA Manager of Environmental Monitoring Programs will incorporate this topic within the presentation. Honorariums will be provided to both speakers as is LICA's policy.

#3 Moved by Amanda Avery-Bibo AND CARRIED that Dr. Salim Abboud be accepted as the keynote speaker for LICA's 2021 AGM presentation on the effects of acid deposition with Mike Bisaga as the co-presenter.

Considering the recent focus on Indigenous Relations, the Executive Director proposed adding an Indigenous opening ceremony or prayer at the beginning of the 2021 LICA AGM and requested the Board's thoughts on this. LICA's Métis representative clarified that many Indigenous ceremonies are unique to each group and suggested LICA just include a prayer to not offend or exclude any group. Another Board member clarified that contacting someone on the short timeline may be difficult as most band offices are closed to protect the Elders from increased Covid risks. It was suggested that we attempt to invite an Elder to sit in at the LICA AGM. The Métis representative offered to invite an Elder to LICA's AGM on their behalf. The Board decided on an Indigenous acknowledgement for 2021 with the expectation that LICA will be more inclusive at upcoming AGMs. A Board member also suggested a rotation of local Indigenous groups as an idea for future years. The LICA Environmental Coordinator suggested that we could also reach out to Cold Lake First Nations or Frog Lake First Nations to have an Elder do the prayer in the future because they have done so for IWMP Committee meetings.

The LICA Executive Director has also been in conversations with the Bonnyville Centennial Centre (C2) regarding the new Covid restrictions. The C2 will be implementing the Restrictions Exemption Program and be requiring anyone who enters the C2 to be screened accordingly. As AGM participants will be screened, LICA is still able to offer food at the AGM. The caterer has offered to provide servers to us to reduce touchpoints. Given the new restrictions the Executive Director requested confirmation from the Board to continue with in-person planning for the AGM. The Board would like LICA to offer a virtual Zoom option for those not comfortable attending in-person, in efforts to be inclusive. Going forward LICA may need to address Bylaws pertaining to nominations from the floor now that virtual meetings have become the norm. The Board requested that attendees should be asked to RSVP one week in advance of future AGMs.

#4 Moved by Amanda Avery-Bibo AND CARRIED that the LICA 2021 AGM be offered both virtually and in-person, including the option to vote.

2.4.1.2 [LICA Bylaws Appendix A Amendment](#)

An updated watershed map was presented to the board with the addition of the Alberta portions of the Churchill Watershed to the north and the southern piece of the Beaver River Watershed to the south not previously depicted on LICA maps. Alberta Environment and Parks confirmed that LICA had agreed to manage the portions of the Churchill Watershed as their waters flow into the Beaver River Watershed. It was also clarified that only 80% of the watershed area currently depicted as the Beaver River Watershed is the Beaver River. Other watersheds such as the Cold Lake and Churchill Watersheds were included when the watershed boundaries were created.

#5 Moved by Amanda Avery-Bibo AND CARRIED that the version 3 map for Appendix A of the Bylaws presented be accepted for decision at the LICA Annual General Meeting.

2.4.2 Financial Reports

2.4.2.1 Accounts Receivable Report to September 14, 2021

The accounts receivable report as of September 14, 2021, was presented to the Board noting that contacting the Palliser Airshed Society for payment was quite challenging but, as the report shows, has now paid in full. This challenge may be something to consider if LICA agrees to share costs for projects going forward.

2.4.2.2 Finances to Date August 31, 2021

The Finances to Date as of August 31, 2021, were summarized to the Board.

2.4.3 2022-23 Proposed Consolidated Budget

The Executive Director presented the proposed 2022-23 Consolidated Budget to the Board, noting that it has been approved by the LISC.

#5 Moved by Richard Bourgeois, seconded by Amanda Avery-Bibo, AND CARRIED that the proposed 2022-23 Consolidated Budget be approved as presented.

2.4.4 Strategic Plan Q2 Progress Report – September 16, 2021

The Executive Director inquired whether the Board wished to continue receiving summaries of the Strategic Plan or if they would just like to be notified if LICA was at risk of missing targets. The Board expressed that they would like to continue receiving the summaries for ease of reference.

2.4.1.1 Summary Document

The Executive Director presented the Q2 Strategic Plan Progress Report and Summary Document to the Board exhibiting that LICA is well on track for carrying-out plan delivery. The Board expressed no concerns with LICA's progress thus far.

2.4.5 Governance Committee

No report.

2.4.6 Education and Outreach Committee

The Committee Chair reviewed the discussion from the E&O Meeting on Wednesday, September 15, 2021, noting:

- Difficulties with contacting Little Green Thumbs continues to be an issue. Considering this, the committee wishes to support current gardens by seeking donations and investigating the ability of the E&O budget to reallocate resources, if required.
- Some difficulties were experienced during the Keep Our Lake Blue campaign this year. A formal proposal will be brought to the E&O Committee and Board to determine LICA's direction for the KOLB Campaign. The Committee will also be looking at implementing an MOU going forward so responsibilities and expectations of partnerships are clear. The Board agreed with pursuing this path forward.
- An updated budget was shared for the Community Garden which will be brought forward to the Board for decision in October. It was noted that this is a living document and may include updated numbers as quotes are finalized.
- The E&O Committee discussed what LICA should do with recorded LICA presentations. Links to the workshop videos created over the summer will be shared with the Board for their review and decision at the next meeting.

2.4.7 Integrated Watershed Management Plan Committee

2.4.7.1 [September 9, 2021, IWMP Committee Minutes – Draft](#)

The Draft September 9th, 2021, IWMP Committee meeting minutes were presented to the Board.

2.4.7.2 [Engagement Session 1 Summary Report](#)

The IWMP Engagement Session 1 Summary Report was presented to the Board with an updated timeline for the second round of Engagement to January 2023.

#6 Moved by Annette Hobart AND CARRIED that LICA release the Engagement Session 1 Summary Report to the public without the Appendices and include a disclaimer that the raw data is available upon request and, if the Appendices are requested, confidential information will be redacted.

Quorum was lost at 12:20 p.m.

2.4.8 Acid Deposition Monitoring Program Expansion Committee (ADMPEC)

The Committee Chair reviewed the discussion from the ADMPEC Meeting on Thursday, September 16, 2021, noting:

- That an introduction and background information was provided.
- Government expectations and next action steps were discussed.
- The Committee Chairperson felt the choice of participants for this committee were well selected, as there was great technical discussion.

3.0 OTHER BUSINESS

3.1 Volunteer Appreciation

On behalf of LICA, the Executive Director recognized all the volunteers who form the Board of Directors and thanked them for their dedication with a small token of our appreciation. She also requested that any members who wish to put forward their interest in the Community Director, Agricultural Director, or Forestry/Trapping Director seats submit their candidacy prior to elections at the AGM on October 6th, 2021. Also, any Board members who know whether they will be re-appointed or removed from the Board for the upcoming year was asked to contact the Executive Director directly with their intentions via email or phone.

3.2 Rain Garden Concept Brainstorm

The Education & Outreach Coordinator has been taking footage of the rain garden throughout the growing season. These give an accurate depiction of the plants used, how they are arranged, and how they filled in over the remainder of the summer. Based on the number of pictures available for the time-lapse video, a 1:00 minute video could be produced if advancing through the pictures at a fast pace and 2:00 minutes if the photos were advanced at a slower pace. The Board inquired whether a 2:00-2:30 minute video was too long. Research into similar videos with interviews ran in the 5:00-10:00 minute range. Quotes were unavailable for this meeting as there was not enough data available to the production companies to create an accurate estimate. [Results of the brainstorming session](#) will be shared with the E&O Committee for discussion. The video will include timelapse footage and be within the range of 2 – 4 minutes in length, considering budget costs.

The Board wishes to become involved once the draft video is developed. The Education and Outreach Committee is expected to determine the finite details, such as whether the video should be animated, include voice-overs, etc.

3.3 WPAC Virtual Summit – October 2021

The WPAC Summit is usually held every second year. Due to Covid restrictions the Summit was cancelled last year. Instead of waiting until next year, they will be holding virtual WPAC Summit sessions every Friday during the month of October.

3.3.1 Attendance

In the past, LICA has sent one staff member and one Board member to the WPAC Summit. There is no cost associated to registering for Summit this year and every Board member ass encouraged to select at least one session, as this knowledge brings value to LICA. A poster with the event registration details is attached for those Board members who wish to attend one or more of the events over the four days.

The Executive Director will send the Board of Directors an email with the links to register for any of the 4 sessions.

3.4 National Day for Truth and Reconciliation

The Executive Director posed whether the Board wishes to observe the National Day for Truth and Reconciliation (on September 30th) within Policy 3.7 *Holidays*. The Board agreed that observation of the National holiday is in alignment with LICA’s mandate. As this has not been recognized as a statutory holiday, the Board would like more discussion to occur on the approach LICA should take to honour this National Day. As quorum has been lost, no decision can be made at this time. The Board wishes to table this discussion until the second quarter of next year.

For now, the Board recommends that the LICA staff take some time on September 30th to educate themselves on indigenous history.

4.0 ACTION LIST

4.1 Follow-up on action list

4.1.1 June 24, 2021, Board of Directors Meeting

The Board reviewed the action list from the June 24th, 2021, Board of Directors Meeting noting:

- The Little Green Thumb item is now considered complete.
- A Photo Documentation Protocol needs to include the word “implement”. With assignment and timeline to be determined.
- There has been no progress on launching the Purple Air and Passive Monitoring stations due to Covid-19 closures. Timeline for completion has been changed to “ongoing” as Covid restrictions continue.

5.0 UPCOMING MEETING DATES

5.1 Governance Meeting – September 29, 2021

5.2 LICA Annual General Meeting – October 6, 2021

5.3 Organizational & Board Meeting – October 20, 2021

6.0 ADJOURNMENT:

The meeting adjourned at 12:57 p.m. No motion was made due to a loss of quorum.

Approved on: _____
Date

Signature