

1.3 RESPONSIBILITIES OF THE BOARD OF DIRECTORS

INTENT:

The Board's role is to provide direction and leadership. The Board recognizes its Governance role as policy focused. Policy implementation and administrative detail will be carried out by LICA employees and committees.

The Board will ensure that the talents and energies of the membership are enlisted in appropriate committees and that the role and authority of the committees are clearly set out.

The Directors participate in making Board decisions which lead toward desired outcomes. LICA is not politically motivated nor associated with any political organizations.

1.3.1 DIRECTIVES:

The Board is responsible for:

- 1.3.1.1 Establishing LICA's Vision, Mission, and Values.
- 1.3.1.2 Setting strategic direction and targets annually through Strategic Planning.
- 1.3.1.3 Approving the strategic budget.
- 1.3.1.4 Overseeing budgeting and funding.
- 1.3.1.5 Providing direction through the development of Bylaws and policies.
- 1.3.1.6 Establishing committees based on organizational need.
- 1.3.1.7 Creating and confirming LICA's identity in the community through stakeholder engagement.
- 1.3.1.8 Hiring, monitoring, and evaluating employees/contractors reporting to the Board.

1.3.2 IMPLEMENTATION:

- 1.3.2.1 Members of the Board will sign a copy of LICA's Code of Ethics within 30 days of the Annual General Meeting; any variance from this requirement is subject to Board approval. (See Appendix A).
- 1.3.2.2 Board self-governance is established by policies to ensure that the Board and its committees are accountable and responsible for their actions.
- 1.3.2.3 Operational Governance is established through finance, personnel, and stakeholder engagement policies.

Review Dates: August 25th, 2004; Sep 2006; May 2009; Feb 3, 2011; Sept 5, 2013; June 12, 2017, February 26, 2018; December 8, 2021; February 1, 2022

Approval Dates: November 29, 2001; Sep 27, 2006; Feb 3, 2011; Sept 5, 2013; September 7, 2017, April 12, 2018; January 27, 2022 February 24, 2022

Self-Governance: Policy 1.3 - Responsibilities of the Board Of Directors

- 1.3.2.4** Board orientation will be conducted within one month of each Annual General Meeting and the election of the new Board of Directors and may include committee members. Ongoing training on relevant topics shall be made available to Board and committee members as deemed necessary by the Board.

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Self-Governance: Policy 1.3 - Responsibilities of the Board Of Directors

APPENDIX A**LICA Board Member - Code of Ethics (Conduct)**

Covenant Statement: "I agree to act in a manner that is in the best interests of LICA and in accordance with the principles upon which LICA was founded."

The LICA Board exists to create, promote, and monitor a structure based on LICA's Vision, Mission, and Values Statements. To this end, LICA Directors will be committed to the following principles:

1. Responsibility to the Office: Board Directors will honor the high responsibility which this membership demands by:
 - 1.1 Conducting Board business in a positive manner, respecting others' positions, and opinions, and where there is disagreement, disagreeing with issues, not with people.
 - 1.2 Understanding that LICA is a policy governing board, responsible for setting the policies which direct the organization, and using committees and an Executive Director to implement those policies.
 - 1.3 Respecting the established structure of LICA.
 - 1.4 Distinguishing between personal views and those of the Board; respecting the position and decisions of the Board even if different from their own.
 - 1.5 Taking responsibility for personal development by becoming well-informed concerning the duties of a Board director, and by making it their business to understand the issues LICA deals with.
 - 1.6 Attending regular Board meetings and actively participating in discussion and decisions.

2. Responsibility to the Community: Board Directors will honor the commitment of LICA to every individual and organization in its area by:
 - 2.1 Working to represent the perspective of the entire community, to the benefit of all.
 - 2.2 Attempting to fairly appraise all issues presented to the Board of Directors.
 - 2.3 Recognizing LICA's apolitical nature.

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Self-Governance: Policy 1.3 - Responsibilities of the Board Of Directors

- 2.4 Keeping confidential any personal information learned as result of their involvement with LICA.
 - 2.5 Refusing to use their position on the Board for personal benefit or gain.
3. Responsibility to the Board: Board Directors will honor other members of the Board by:
- 3.1 Recognizing that LICA's authority rests with the Board, and that individual Directors are not authorized to speak on behalf of the Board (e.g. to the media, a landowner, or a company) unless designated to do so by the Board.
 - 3.2 Understanding that, nevertheless, as LICA Directors, whatever they say about LICA will be deemed to be setting forth LICA's position. Thus, they must always speak with the voice of the Board. The time for debate is before the vote, not after.
 - 3.3 Recognizing and respecting the integrity of past and current members of the Board and the merit of their work.
 - 3.4 Coming to Board meetings prepared to discuss and collectively decide on Board decisions, ensuring that all relevant facts are known.

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NAME
Non-Government Director

NAME
Agriculture Director

NAME
Forestry/Trapping

NAME
Community Director

NAME
Community Director

NAME
Cold Lake First Nations

NAME
Zone II Regional Council

NAME
Industry Rep

NAME
Industry Rep

NAME
Industry Rep

NAME
Alberta Agriculture

NAME
Alberta Health

NAME
Alberta Energy Regulator

NAME
AEP

NAME
Town of Bonnyville

NAME
City of Cold Lake

NAME
County of Lac La Biche

NAME
MD of Bonnyville

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