



Lakeland Industry and Community Association

Box 8237, 5107W - 50 Street, Bonnyville, AB T9N 2J5

780 812-2182 780 812-2186 www.lica.ca

BOARD OF DIRECTORS

Meeting Minutes

Thursday, December 15, 2022

9:00 a.m. – 12:00 p.m.

LICA Boardroom and via Microsoft Teams

Present:

Louise White-Gibbs
Colin Cote
John Ilchuk
Amanda Avery Bibo
Robert Machatis
Leo Paquin
Nikole Andres
Wayne Bamber
Shawn Elgert
Abdi Siad-Omar
Xiaofeng Will Wang (Arrived at 9:37am)
Vicky Lefebvre (Arrived at 9:50am)
Murray Phillips

Guests and Observers:

Jeffrey Zalaski

Staff and Contractors:

Vicky Krawchuk, Executive Director
Maria Cueva, Financial Coordinator
Michael Bisaga, Environmental Monitoring Programs Manager
Lily Lin, Data & Reporting Specialist
Stephanie Sitkowski, E &O Coordinator
Eveline Hartog, Administrative Professional
Lori Jodoin, Administrative Professional

Regrets:

Phil Kushnir
Kelly Dion-McFeeters
Lorin Tkachuk
Duane Zaraska

1.0 CALL TO ORDER:

The LICA Board Chairperson, called the meeting to order at 9:01 a.m.

1.1 Traditional Acknowledgement

1.2 Member Introductions

The new Alberta Health Services representative is Xiaofeng (Will) Wang.

1.3 Vision, Mission, and Values

1.4 Attendance

The Board reviewed the attendance record and the Chairperson noted that an attendance letter would be sent out to Lorin Tkachuk.

1.5 Approval of Agenda

1.5.1 December 15, 2022, Board of Directors Meeting

#1 Moved by Louise White-Gibbs AND CARRIED that the December 15, 2022, Agenda be approved as presented.

1.6 Approval of Minutes

1.6.1 November 24, 2022– Board Meeting Minutes- DRAFT

#2 Moved by Murray Phillips AND CARRIED that the Minutes of the November 24, 2022, 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:

- She has attended many meetings with various committees since she started. School Programs are being booked and she is already having programs extending into June. Program Presentations will commence in January 2023.
- The 2022 Photo Contest has not yet been judged, as judges had prior commitments before Christmas. They are in the process of choosing a date in January 2023. An album of all contest entries will be added to the LICA Facebook page for a “fan favorite” to be chosen.
- Garden security is being addressed as lights and cameras will be added.
- The Stream of Dreams application deadline will be extended to January 20, 2023. To date, only one new application has been received. Previous unsuccessful applicants have been contacted to determine their interest in applying for 2023.
- Social media analytics have been reviewed and there has been an increase in Facebook followers. The Executive Director will continue to manage the accounts

until January 9, 2023, at which point the Education and Outreach Coordinator will take over.

2.2 Manager of Environmental Monitoring Programs Report

The Manager of Environmental Monitoring Programs delivered his report, noting:

- All major component upgrades and continuous monitoring station optimization tasks planned for 2022-2023 are now complete. Stations are upgraded to accept the additional monitoring equipment required to support the implementation of the Acid Deposition Monitoring Strategy.
- Acid deposition lake monitoring has been completed and results are to be expected in January 2023. Denuder construction has started, and he is working directly with WBEA to have them deployed in the new year.
- A half day air quality monitoring seminar was delivered at Portage College in Lac La Biche in November. The University of Blue Quills also approached the Manager of Environmental Monitoring to deliver the ENVM 107A, Air Monitoring component of the Community Based Environmental Monitoring Program once again in Spring 2023.

2.3 Environmental Coordinator Report

The Executive Director delivered the Environmental Coordinator's report, noting:

- The Integrated Watershed Management Plan Summary is posted on the LICA website in addition to being sent to all Municipalities and Indigenous communities within the Beaver River Watershed. The top 5 priorities identified are being used as a starting point for the Integrated Watershed Management Plan Implementation.
- The 2022 Project Grants will have a map forthcoming to document the GPS coordinates of each legacy sign.
- The Environmental Coordinator is currently looking into different Citizen Science programs that LICA can implement to get the community involved over the winter months.
- The CreekWatch kits are currently being housed at the LICA office. A proposal for next year's sampling season will be brought to the Board in 2023.
- LICA had ordered YSI Probe supplies for Muriel Lake Basin Management Society's Winter Dissolved Oxygen winter monitoring to ensure the device is ready for use.

2.4 Administration

2.4.1 Executive Director's Report

The Executive Director delivered her report, noting:

- The Society Annual Return was filed on November 30, 2022.
- A review of the Annual Work Plan will take place on January 4, 2023. Officers were invited to attend and assist in the development.

2.4.1.1 Strategic Plan Q3 Progress Report Summary

The Executive Director presented the Strategic Plan Q3 Progress Report Summary to the Board as information.

2.4.1.2 AEG Grant Carry-Over Reallocation Recommendation

The AEG Grant Carry-Over Reallocation was presented to the Board for discussion.

- The Executive Director and Financial Coordinator reviewed the reallocation of funds going to stipends, snow removal, community garden, office supplies, volunteer/staff appreciation, staff wages, and Xerox Canada.
- \$3000 from the \$10,243.35 will be reallocated to Staff training and hiring payroll overlap expenses.
- \$500 was allocated to the Community Garden.
- Education and Outreach Committee has \$17,000 left in its budget.

#3 Moved by John Ilchuk, seconded by Wayne Bamber AND CARRIED that the AEG Grant Carry-Over Reallocation Recommendation be approved as presented.

2.4.1.3 Blue Quills Instructional Services Agreement Renewal

The Blue Quills Instructional Services Agreement Renewal was presented to the Board for discussion. A decision was made to renew the agreement with the University of Blue Quills, as it is beneficial for all parties involved. The presented agreement was last year's, therefore when a new agreement becomes available it will be forwarded to the Officers for signatures.

#4 Moved by Leo Paquin AND CARRIED that the Blue Quills Instructional Services Agreement Renewal be approved as presented.

2.4.1.4 Policy 1.9- Committees Review

The Board reviewed Policy 1.9 *Committees*. Policy 1.9.1.7 states, "Board members appointed and in attendance at the Committee meeting will be responsible for reporting to the Board at the following Board meeting." If more than one Board member attends the Committee meeting, reporting at the Board meeting will be chosen in alphabetical order and dependent on Member attendance.

#5 Moved by Colin Cote AND CARRIED that Policy 1.9 – *Committees* be approved as presented.

2.4.2 Financial Reports

2.4.2.1 Accounts Receivable Report to December 8, 2022

The accounts receivable report as of December 8, 2022, was presented to the Board noting that invoicing for the third quarter will be sent out in January 2023.

2.4.2.2 Finances to Date November 30, 2022

The finances to date as of November 30, 2022, were presented to the Board. Approximately 60-70% of the budget is spent, dependent on which category is viewed. Overall, the association is on track with the 2022-2023 Consolidated Budget.

It was noted that the Education and Outreach department has a larger amount of remaining funds available for the fourth quarter, due to the turnover timeline for the Education and Outreach Coordinator position.

2.4.3 ADMPE Committee

2.4.3.1 November 29, 2022, ADMPEC Minutes – DRAFT

The Draft November 29, 2022, ADMPEC meeting minutes were presented to the Board as information.

2.4.3.2 Acid Deposition Monitoring Program Expansion Committee (ADMPEC) Terms of Reference

The Board reviewed and approved the recommended changes to the ADMPEC Terms of Reference.

#6 Moved by Wayne Bamber AND CARRIED that Acid Deposition Monitoring Program Expansion Committee Terms of Reference be accepted as presented.

2.4.4 LICA Watershed Committee (LWC)

2.4.4.1 December 1, 2022, LICA Watershed Committee Minutes – DRAFT

The Draft December 1, 2022, LICA Watershed Committee meeting minutes were presented to the Board as information.

2.4.4.2 LICA Watershed Committee Terms of Reference

The Board reviewed and approved the recommended changes to the LICA Watershed Committee Terms of Reference.

#7 Moved by Leo Paquin AND CARRIED that LICA Watershed Committee Terms of Reference be accepted as presented.

2.4.5 Education and Outreach Committee (EOC)

2.4.5.1 December 12, 2022, EOC Minutes – DRAFT

The Draft December 12, 2022, Education and Outreach Committee meeting minutes were presented to the Board as information.

2.4.5.2 EOC Terms of Reference

The Board reviewed and approved the recommended changes to the Education and Outreach Committee Terms of Reference.

#8 Moved by Colin Cote AND CARRIED that Education and Outreach Committee Terms of Reference be accepted as presented.

3.0 OTHER BUSINESS

3.1 Alternative Land Use Services (ALUS) Review and Discussion

The Education and Outreach Coordinator shared a PowerPoint presentation for information on Alternative Land Use Services (ALUS) in order to determine the interest of the Board to partner with ALUS. ALUS's projects are closely tied between agriculture and ecology and their Vision, Mission and Values align closely with LICA's, especially regarding community engagement. Various past ecological projects completed by ALUS were listed in the presentation.

A Board member expressed that they thought LICA would not be able to be an ALUS member as that is usually reserved for municipalities. These projects usually involve multiple municipalities working together. However, if working side by side as partners, LICA would possibly be able to offer in-kind support. (ie, management, office space)

Another Board member suggested that we begin with education over coordination, which means making producers/community aware of what partnerships ALUS could provide. LICA could possibly use them as a resource for education, taking small steps to start.

The Education and Outreach Coordinator will put in a request with ALUS for them to come do an information session for the community, showing what they have to offer.

#9 Moved by Louise White Gibbs AND CARRIED that LICA host an Alternative Land Use Services information session in the community.

4.0 ACTION LIST

4.1 Follow-up on Action List

4.1.1 November 24, 2022, Board of Directors Meeting

The Board reviewed the action list for November 24, 2022, noting that the second bullet in task 2.3 has been completed, along with tasks 2.3.1 and 2.4.2.2.

5.0 UPCOMING MEETING DATES

5.1 Board Meeting – January 26, 2023

6.0 ADJOURNMENT

The meeting adjourned at 11:20 a.m.

#10 Moved by Louise White-Gibbs AND CARRIED that the meeting is adjourned.

Approved on: _____
Date

Signature

LICA Board of Directors Meeting Attendance 2022-23

Name	Org. Meeting	Oct. 20, 2022	Nov. 24, 2022	Dec. 15, 2022	Jan. 26, 2023	Feb. 23, 2023	Mar. 23, 2023	Apr. 27, 2023	May 25, 2023	June 22, 2023	Sept. 28, 2023
Louise White-Gibbs	✓	✓	✓								
Kelly Dion-McFeeters	✓	✓	A								
Colin Cote	✓	✓	✓								
John Ilchuk	✓	✓	A								
Amanda Avery-Bibo	✓	✓	✓								
Duane Zaraska	✓	✓	✓								
Robert Machatis	✓	✓	✓								
Leo Paquin	A	A	✓								
Nikole Andres	A	A	TC								
Wayne Bamber	✓	✓	✓								
Shawn Elgert	TC	TC	TC								
Hannah Smith	A	A	TC								
Abdi Siad-Omar	A	A	A								
Murray Phillips	✓	✓	TC								
Phil Kushnir	A	A	✓								
Vicky Lefebvre	TC	TC	TC								
Lorin Tkachuk	A	A	A								
Lorie Czuroski (does not count towards quorum)											
Contractors											
Michael Bisaga		✓	✓								
Kayla Hellum		✓	✓								
Lily Lin		✓	✓								
Education & Outreach Coordinator			✓								

NOTE:

✓ = Present

TC = Telephone/Video Conference

A = Absent from Meeting



LICA
ENVIRONMENTAL STEWARDS

Lakeland Industry and Community Association

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LICA Board of Directors Meeting
LICA Boardroom and via Microsoft Teams
Thursday, December 15, 2022
9:00 a.m. – 12:00 p.m.

Time	Item	Agenda	Discussion Leader	Required Outcome
9:00	1.0	CALL TO ORDER		
	1.1	Traditional Acknowledgement	Amanda	
	1.2	Member Introductions	All	
	1.3	Vision, Mission, and Values	Amanda	
	1.4	Attendance	Amanda	For Review
9:10	1.5	Approval of Agenda 1.5.1 December 15, 2022, Board of Directors Meeting	Amanda	For Decision
9:15	1.6	Approval of Minutes 1.6.1 November 24, 2022 – Board Meeting Minutes - DRAFT	Amanda	For Decision
	2.0	ONGOING BUSINESS		
9:20	2.1	Education and Outreach Coordinator Report	Stephanie	For Information
9:35	2.2	Manager of Environmental Monitoring Programs Report	Mike	For Information
9:50	2.3	Environmental Coordinator Report	Vicky	For Information
10:05	2.4	Administration 2.4.1 Executive Director’s Report 2.4.1.1 Strategic Plan Q3 Progress Report Summary 2.4.1.2 AEG Grant Carry-Over Reallocation Recommendation 2.4.1.3 Blue Quills Instructional Services Agreement Renewal 2.4.1.4 Policy 1.9 – <i>Committees</i> Review	Vicky Vicky Vicky Vicky Vicky	For Information For Information For Decision For Decision For Decision
10:35		2.4.2 Financial Reports 2.4.2.1 Accounts Receivable Report to December 8, 2022 2.4.2.2 Finances to Date November 30, 2022	Maria Maria	For Information For Information
10:50		2.4.3 ADMPE Committee 2.4.3.1 November 29, 2022, ADMPEC Minutes – DRAFT 2.4.3.2 ADMPEC Terms of Reference	Leo Leo	For Information For Decision
		2.4.4 LICA Watershed Committee (LWC) 2.4.4.1 December 1, 2022, LWC Minutes – DRAFT	Shawn	For Information

		2.4.4.2 LWC Terms of Reference 2.4.5 Education and Outreach Committee (EOC) 2.4.5.1 December 12, 2022, EOC Minutes – DRAFT 2.4.5.2 EOC Terms of Reference	Shawn Board Appt. Board Appt.	For Decision For Information For Decision
	3.0	OTHER BUSINESS		
11:20	3.1	Alternative Land Use Services (ALUS) Review and Discussion	Stephanie/ All	For Discussion
	4.0	ACTION LIST		
11:50	4.1	Follow-up on action list 4.1.1 November 24, 2022, Board of Directors Meeting	Amanda	For Review
	5.0	UPCOMING MEETING DATES		
11:55	5.1	Board Meeting – January 26, 2023	Amanda	For Information
12:00	6.0	ADJOURNMENT	Amanda	For Decision



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BOARD OF DIRECTORS

Meeting Minutes

Thursday, November 24, 2022

9:00 a.m. – 12:00 p.m.

LICA Boardroom and via Microsoft Teams

Present:

Louise White-Gibbs
Colin Cote
Amanda Avery Bibo
Duane Zaraska
Robert Machatis
Shawn Elgert (via Microsoft Teams)
Wayne Bamber
Murray Phillips (via Microsoft Teams)
Vicky Lefebvre (via Microsoft Teams, left at 10:30 a.m.)
Nikole Andres (via Microsoft Teams)
Phil Kushnir
Hannah Smith (via Microsoft Teams)
Leo Paquin

Guests and Observers: Axel Anderson, AEP

Staff and Contractors: Vicky Krawchuk, Executive Director
Maria Cueva, Financial Coordinator
Michael Bisaga, Environmental Monitoring Programs Manager (via Microsoft Teams)
Lily Lin, Data & Reporting Specialist (via Microsoft Teams)
Kayla Hellowell, Environmental Coordinator
Stephanie Sitkowski, E &O Coordinator
Eveline Hartog, Administrative Professional

Regrets: Abdi Siad-Omar
Kelly Dion-McFeeters
John Ilchuk
Lorin Tkachuk

1.0 CALL TO ORDER:

The LICA Board Chairperson, called the meeting to order at 9:00 a.m.

1.1 Traditional Acknowledgement

1.2 Vision, Mission, and Values

1.3 Member Introductions

1.4 Attendance

The Board reviewed the attendance record and the Chairperson noted that there were no concerns. Hannah Smith informed the Board that this would be her last Board meeting and that LICA will be contacted in December as to who the new Alberta Health Services representative will be.

1.5 Approval of Agenda

1.5.1 November 24, 2022, Board of Directors Meeting

#1 Moved by Duane Zaraska AND CARRIED that the November 24, 2022, Agenda amended to include Item 2.4.3.3.6 Governance Committee Terms of Reference.

1.6 Approval of Minutes

1.6.1 October 20, 2022– Board Organizational Meeting Minutes

#2 Moved by Wayne Bamber AND CARRIED that the Minutes of the October 20, 2022, Board Organizational meeting be approved as presented.

1.6.2 October 20, 2022– Board Meeting Minutes

#3 Moved by Wayne Bamber AND CARRIED that the Minutes of the October 20, 2022, Board meeting be approved as presented.

2.0 ONGOING BUSINESS

2.1 Education and Outreach Coordinator Report

The Executive Director gave a brief update on Education & Outreach noting:

- Social media posts have been maintained and since September LICA has received twenty-nine new likes since the last meeting and an increase in followers.
- She is working with the new Education & Outreach Coordinator in scheduling judging for LICA's photo contest.
- The Community Garden continued to be maintained and inquiries were followed up by LICA staff, but these duties will now be the responsibility of the E & O Coordinator.

2.1.2 Blue Green Algae Brochure

The Executive Director presented LICA's blue-green algae brochure which was developed in response to the communities' concern regarding blue-green algae in our local lakes. The brochure will be put on the LICA website. It was suggested that the brochure be distributed in the LICA region next summer such as park information centres.

#4 Moved by Colin Cote AND CARRIED that the Board of Directors approve the LICA Blue Green Algae Brochure as presented.

2.2 Manager of Environmental Monitoring Programs Report

The Manager of Environmental Monitoring Programs delivered his report, noting:

- The Tamarack monitoring station was upgraded to facilitate ease of access, safety, and appearance. All stations have now been refitted.
- The Oil Sands Monitoring work plan and budget were submitted in October and LICA will be notified when budgets are determined.
- A big thank you to CNRL and Cenovus for their assistance in executing lake sampling in the Cold Lake Air Weapons Range. Sampling had been completed this fall and results will be available in the new year.
- Despite delays in obtaining some components for the acid deposition monitoring, the plan is moving forward.
- The Manager of Environmental Monitoring Programs and the LICA Data & Reporting Specialist delivered an in-class seminar to Portage College students enrolled in the Natural Resources Technology Program at Lac La Biche. He has spoken to the instructor about enhancing this program to be an all-day seminar which would include lab work along with the monitoring station visit. A social media post about the seminar has been made.

2.3 Environmental Coordinator Report

The Environmental Coordinator delivered her report, highlighting that:

- Approval for the IWMP Summary documents was received by email.
- The legacy signs have now been distributed throughout the LICA region. Off-site watering signs will not be put on private land but rather in key areas accessible to the public in the LICA area. Once the map is completed showing the GPS coordinates of each sign location it will be posted on the LICA website.
- The Environmental Coordinator is currently looking at different citizen science programs to run during the winter of 2023 such as a winter bird watching. She will keep the LICA Watershed Committee and the Board apprised of projects.
- Edmonton was not successful in its bid to host the international Aquatic Invasive Species conference in 2024. She thanked the Board of Directors for their letter of support for this project.

A member of the Board inquired if signs could be placed at different staging areas along the Iron Horse Trail and whether a QR code could be placed on these signs to take riders to the different areas where LICA's legacy signs exist. The Environmental Coordinator

explained that there were no funds available for extra signs to be made but QR stickers could be done up and placed on existing signs along the Iron Horse Trail. The member will bring this idea to the Iron Horse Trail committee. An additional Board member mentioned that he would like to put the QR stickers on signs along the Back Country Trail Riders' signs as well.

A member of the Board brought up the issue of the LICA boundary and the Alternative Land Use Services (ALUS) demonstration site which sits three hundred feet outside the LICA boundary along Highway 45. The member felt that this interactive site would be an asset to have within the LICA region and there would be excellent value in collaborating with them. The LICA chairperson agreed that this is a worthwhile topic to bring to the next Board meeting in December. The Executive Director, Environmental Programs and E & O Coordinators will look into this and bring information to the December meeting.

2.3.1 [IWMP Summary Document](#)

The Environmental Coordinator presented the IWMP Summary Document compiled by Sandi Riemersma noting that the information was not new, simply a summary of the original document. There were questions as to whether there should be a back page containing a photo and quote. The Board felt that this addition would finish the document off with a professional look. Minor discussion was had as to whether language in the summary document should be changed from "should" to "could" but since the full IWMP document says "should," the language should be kept the same. The Chairperson agreed stating that since the IWMP is not a legally binding document, people do not have to adhere to the "shoulds."

It was pointed out by a Board member that they had concerns regarding references to Indigenous and Treaty Rights mentioned in the document. They felt that an explanation of traditional lands was not accurately reflected, as they existed before the treaties. However, he felt that the IWMP document as a whole was a good starting point to bring forward information from an Indigenous perspective. He believed that this information should be kept as items to consider the next time the IWMP document is revisited.

#5 Moved by Robert Machatis AND CARRIED that the IWMP Summary Document be amended to include an addition of a back page with a photograph and a quote.

2.4 Administration

2.4.1 [Executive Director's Report](#)

The Executive Director delivered her report for information to the Board of Directors highlighting that:

- The OSM quarterly deliverables and financial reports were submitted by October 31.
- Stephanie Sitkowski was hired as the full-time E&O Coordinator. She has agreed to work full-time but after a month's time, her workload will be reviewed to see if a second E&O position will need to be added.

- A full-time administrative professional was also hired with a start date of November 28.
- Metis Crossing had invoiced LICA a 23% service and tax fee separately from the initial invoice so excess AGM funds budgeted and transferred towards Staff appreciation is now \$260.00 rather than \$618.00.
- LICA is requesting donations for the Bonnyville Food Bank with donations being accepted until December 15.

2.4.1.1 AGM Location Discussion

The Executive Director requested the Board of Directors' suggestions and feedback about hosting future AGMs long distances from Bonnyville. The Board agreed that it was important for LICA to have a presence throughout the entire LICA region, inclusivity is important. This inclusion may also insure buy-in and promotion from communities within our region concerning LICA's projects, presentations, and plans and possibly result in increased memberships.

2.4.1.2 Review of Contract

The Chairperson requested a review of the Communications and Design Manager's contract in light of current hiring challenges. She felt the budgeted funds set aside for his contract may be of better use in paying for an assistant for the E&O Coordinator. Many options could be considered with regard to these budgeted funds such as hiring him on an hourly basis, having a youth as part-time help as an assistant for outreach projects, or hiring a virtual assistant with a social media focus. The E&O Coordinator will keep track of her hours over the next few months and will be in contact with the Executive Director as to what her needs actually are.

The Financial Coordinator felt that the Communications and Design Manager's hourly rate for executing the Annual Report was very reasonable and since he only invoices us for this work, and no other, there was excellent value in keeping him on. She suggested that LICA leave his contract as is and then when it comes for review in March 2023, we would inform the Manager that we would hire him on a needs-be basis.

#6 Moved by Robert Machatis AND CARRIED that the Communications and Design Manager's contract not be renewed in 2023 and we will contact his services on an ad hoc basis as needed.

2.4.2 Financial Reports

2.4.2.1 Accounts Receivable Report to November 15, 2022

The accounts receivable report as of November 15, 2022, was presented to the Board noting that there were no concerns.

2.4.2.2 [Finances to Date October 31, 2022](#)

A summary of the Finances to Date as of October 31, 2022, was presented to the Board noting that a decision needed to be made on how to use the AEG grant of approximately \$10,000.00 before March 31, 2023.

The Board discussed many options informally but ultimately decided that the LICA administration would advance suggestions on how the funds should be spent

#7 Moved by Murray Phillips AND CARRIED that LICA administration explore suggestions on how to spend the AEG carry-over of \$10,243.35.

2.4.3 Governance Committee

2.4.3.1 [November 21, 2022 Governance Committee Minutes - Draft](#)

The Governance Committee Minutes of November 21, 2022 were presented to the Board for information.

2.4.3.2 Review of September 7, 2022 Policies

2.4.3.2.1 [Policy 1.12 Volunteer Hours](#)

The Board reviewed Policy 1.12 *Volunteer Hours* and noted that no changes were recommended.

2.4.3.2.2 [Policy 1.14 Use of LICA Premises](#)

#8 Moved by Duane Zaraska AND CARRIED that Policy 1.14 *Use of LICA Premises* be accepted as presented.

2.4.3.2.3 [Policy 2.2 Management of LICA Revenue](#)

#9 Moved by Leo Paquin AND CARRIED that Policy 2.2 *Management of LICA Revenue* be accepted as presented.

2.4.3.2.4 [Policy 1.6 Board and Committee Meetings](#)

#10 Moved by Louise White-Gibbs AND CARRIED that Policy 1.6 *Board and Committee Meetings* be accepted as presented.

2.4.3.3 Review of November 21, 2022 Policies

2.4.3.3.1 [Policy 1.16 Ensuring LICA Sustainability](#)

#11 Moved by Colin Cote AND CARRIED that Policy 1.16 *Ensuring LICA Sustainability* be accepted as presented.

2.4.3.3.2 [Policy 1.19 Use of LICA Equipment](#)

#12 Moved by Wayne Bamber AND CARRIED that Policy 1.19 Use of LICA Equipment be accepted as presented.

2.4.3.3.3 [Policy 2.5 Membership](#)

The Board reviewed Policy 2.5 *Membership* and noted that no changes were recommended.

2.4.3.3.4 [Policy 2.9 Petty Cash](#)

#13 Moved by Phil Kushnir AND CARRIED that Policy 2.9 *Petty Cash* be accepted as presented.

2.4.3.3.5 [Policy 2.10 Donations to LICA](#)

The Board reviewed Policy 2.10 *Donations to LICA* and noted that no changes were recommended.

2.4.3.3.6 [Governance Committee Terms of Reference](#)

#14 Moved by Louise White-Gibbs AND CARRIED that the Governance Committee Terms of Reference be accepted as presented.

3.0 OTHER BUSINESS

3.1. [Alberta Watercourse Crossing Collaborative \(AWC3\)](#)

Axel Anderson from Alberta Environment and Parks presented information on Alberta Watercourse Crossings to the Board of Directors indicating that his role was primarily to investigate non-compliance of road crossings that hinder fish recoveries in watersheds. Mr. Anderson indicated that his department is both a regulatory program and a grant program to do surveillance of watercourse crossings. As well his department is looking at producing a guidebook by AWC3.

4.0 ACTION LIST

4.1 Follow-up on Action List

4.1.1 [October 20, 2022, Board of Directors Meeting](#)

The Board reviewed the action list for October 20, 2022, noting that all items had been completed.

5.0 UPCOMING MEETING DATES

5.1 LICA Board Meeting and Christmas Luncheon – December 15, 2022

5.2 ADMPE Committee Meeting – November 29, 2022

5.3 LICA Watershed Committee – December 1, 2022

5.4 Education & Outreach Committee – December 6, 2022

6.0 ADJOURNMENT

The meeting adjourned at 11:55 a.m.

#15 Moved by Duane Zaraska AND CARRIED that the meeting is adjourned.

Approved on: _____
Date

Signature



Lakeland Industry and Community Association
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LICA Education & Outreach Update December 15th, 2022

Program and Event Analytics 2022 - 2023					
Synergy		Watershed		Airshed	
Audience Reached	1510	Water School Programs	25	Air School Programs	0
Community Events	6	X-Stream Science	3	CARS	0
LICA Workshops/Events	10	Stream of Dreams	2		
Contests	2				
Youth & Summer Programs	13				
Little Green Thumbs	0				

Recent Meetings and Events

- November 23rd – Bonnyville Wellness Coalition Grant Writing Meeting
- November 29th – Acid Deposition Monitoring Program Committee Meeting
- November 30th – Caring for our Watersheds Meeting
- December 1st – LICA Watershed Committee Meeting
- December 5th – Bonnyville Wellness Coalition Meeting
- December 6th – Alberta Airshed Council Communicator Committee Meeting
- December 12th – Education and Outreach Committee Meeting

Contests

- 2022 Photo Contest:
 - A date for judging could not be arranged prior to the Christmas break due to judges' prior commitments. We are in the process of choosing a date for January.
 - Duane Zaraska is our Board judge, Cindy Connolly is our Education & Outreach Committee judge, and Susie O'Conner from Images Studio is our professional judge.
 - An album of all contest entries will be added to our Facebook page for a "fan favourite" to be chosen.
 - Each of our winners will be contacted prior to the end of January and will be presented with their canvas print prizes once they have been ordered.

Community Garden

- Plots were cleaned out and winterizing of the garden was completed in the end of October. 25 lbs of tomatoes, 3 lbs of beets and 3 lbs of potatoes grown in the community plots have been donated to the Food Bank.
- Garden member feedback will be reviewed during the next Education and Outreach committee meeting. Security and safety concerns should be addressed before the next planting season commences.

Stream of Dreams

- Information was disseminated to schools September 1st. To date, only one new application has been received. Previous unsuccessful applicants have been contacted to determine their interest in applying for 2023.

School Programming

- Information regarding the re-commencement of programming has been sent to all schools and community groups. Teachers have begun to book programming.
- Presentations commence January 2023

Social Media

- The Executive Director will continue to manage the social media account until January 9th, 2023, at which point the Education and Outreach Coordinator will take over.

Social Media Analytics					
Platform	Likes	Followers	Reach	Engagement (90-day period)	Page Views
Facebook					
Jun 16 - Sep 8 Insights	719	877	6,720	2	60
Sep 9 - Dec 6 Insights	753	913	5,228	486	410
Instagram					
June 16 - Sep 8 Insights	-	524	140	28	45
Sep 9 - Dec 6 Insights	-	526	201	91	40

Platform	Subscribers	Impressions	Watch Time (Hours)	Video Views
YouTube				
June 16 - Sep 8 Insights	7	91	0.6	43
Sep 9 - Dec 6 Insights	7	93	2.1	28

Social Media Definitions	
Platform	Using websites and applications to communicate informally with others, find people, and share similar interests. Allows users to directly connect with one another through groups, networks, and locations.
Likes	The number of likes of your Facebook Page.
Followers	The number of accounts that started following your Instagram account.
Reach	The number of people who saw any content from your Page or about your Page, including posts, stories, ads, social information from people who interact with your Page, and more. Reach is different from impressions, which may include multiple views of your posts by the same people. This metric is estimated.

Engagement	The number of reactions, comments, and shares on your posts.
Page Views	The number of times your page (profile) was visited.
Subscribers	The people or accounts that are subscribed to your channel.
Impressions	How many times your video thumbnails were shown to viewers. Includes only impressions on YouTube, not on external sites or apps.
Watch Time:	Channel watch time compared with the previous period. This includes public, private, unlisted, and deleted videos.
Video Views	Channel views compared with the previous period. Over time, this can help you spot high-performing videos, anticipate seasonal changes, and determine when to upload new videos. This includes public, private, unlisted, and deleted videos.

Upcoming Meetings and Events

- January 3rd - Alberta Airshed Council Communications Committee Meeting
- TBD – Education and Outreach Committee Meeting
- TBD – Meeting with ALUS Western Hub Associate Manager

Environmental Monitoring Programs

December 15th 2022, Board of Directors Update



Routine Operations & Reporting

Network Improvements: All major component upgrades and continuous monitoring station optimization tasks planned for 2022-23 are now complete. Stations are better configured to accept the additional monitoring equipment required to support implementation of the Acid Deposition Monitoring Strategy.

Special Projects and Other Updates

Acid Deposition Monitoring Program Expansion Committee (ADMPEC): The Committee met in late November and continued to work on developing an implementation plan for the Acid Deposition Monitoring Strategy.

- **Wet Deposition:** In the final stages of deploying the wet deposition samplers. Samples will be sent to the Wisconsin State Laboratory of Hygiene (the National Atmospheric Deposition Program laboratory) for analysis.
- **Surface Water Acidification:** Four acid sensitive lakes on the CLAWR were sampled in late November. Analytical work is underway with results expected early in the new year. Critical loads for these lakes and other regional lakes will be determined once analysis of the samples is complete.
- **Soil Acidification:** Working with a graduate student at the University of Saskatchewan to digitize soil maps produced in 1970s-1980s. The maps have become important source material for work of the ADMPEC and it will be highly beneficial to digitized them for use in advanced GIS mapping and analysis tasks.
- **Denuder Construction:** Working directly with contractor to build sampling units. Training with Wood Buffalo Environmental Associations (WBEA) will start soon.
- **Ion Exchange Resins:** The first deployment of the ion exchange resins (IERs) has been delayed to Spring 2023 due to supply chain issues. The winter months will be spent securing and preparing sampling sites and completing the necessary training.

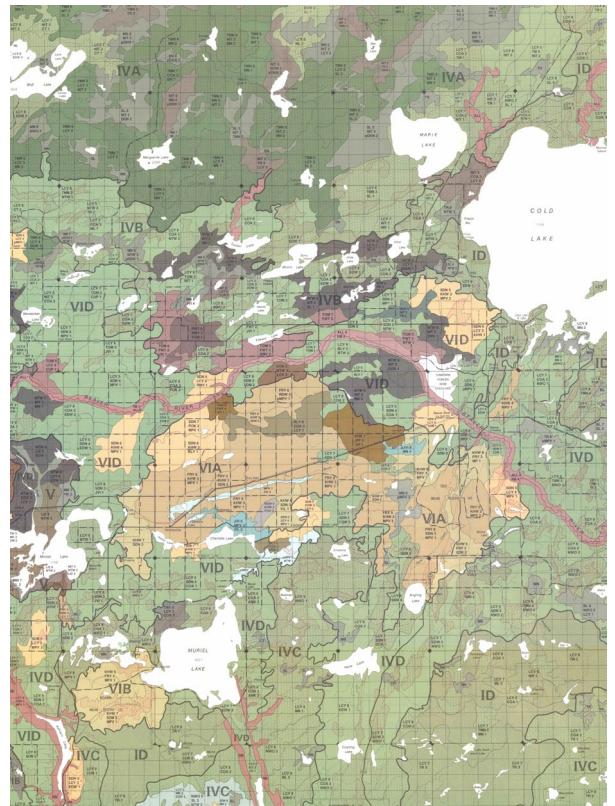


Figure 1: Example of map for digitization project

Portage College, University nuhelot'ine thaiyots'i nistameyimâkanak Blue Quills: An air quality monitoring seminar was delivered at Portage College in November; staff discussed options for expanding what LICA can offer next year's students. UnBQ approached LICA about delivering the ENVM 107A, Air Monitoring component of the Community Based Environmental Monitoring Program once again in Spring 2023.

Michael Bisaga
Monitoring Programs Manager

Lily Lin
Data and Reporting Specialist

monitoring@lica.ca

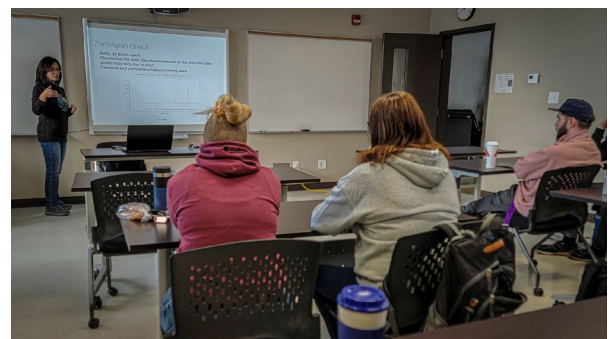


Figure 2: Portage College Seminar



Environmental Coordinator Programs Update

❄️ December 15, 2022, Board of Directors Meeting ❄️

2023 Projects:

WRRP Project Grant: Riparian Area Assessments

- If LICA is successful in receiving the grant funding, it is anticipated that notification will be received prior to March 31, 2023.

WPAC Grant: Riparian Health Campaign

- The WPAC operational grant was submitted on September 28, 2022, if the anticipated funding is received the riparian health campaign planning will commence after April 2023.

2022 Project Grants:

- A map is forthcoming to document the GPS coordinates of each legacy sign.

LICA Watershed Committee (LWC)

- December 1, 2022 – First committee meeting.
 - The IWMP Terms of Reference was reviewed with proposed amendments made to allow for alignment with the LWC. Please see the attached LWC Terms of Reference for approval.
 - Kellie Nichiporik, LWC member, assumed the role of LWC Chairperson.
 - The State of the Watershed report was discussed briefly at the LWC meeting. Further discussion will take place if/when the anticipated funding is received.
- The IWMP Summary Document has been posted on the LICA Website in addition to being sent to all Municipalities and Indigenous Communities within the Beaver River watershed.
- The top 5 priorities identified in the Beaver River IWMP are being used as a starting point for IWMP implementation. The top 5 priorities can be found in the Executive Summary of the [IWMP](#). Anyone with suggestions or input on different implementation strategies is encouraged to assist during this phase!

Watershed Planning & Advisory Council (WPAC) Managers

- October 25, 2022 – AB WPACs Technical Committee Meeting.
- A WPAC Manager meeting is anticipated for January 2023.

Citizen Science

Winter Citizen Science

- The Environmental Coordinator is currently looking into different Citizen Science programs that LICA can implement to get the community involved over the winter months. (i.e., Winter Bird Monitoring).

CreekWatch

- CreekWatch kits are currently being housed at the LICA office. A proposal for next year's sampling season will be brought to the Board in 2023.

MLBMS Winter DO Monitoring

- Calibration supplies were ordered for the YSI to ensure the device is ready to be used this winter season.
- Past Winter DO Monitoring reports can be found on the [LICA Website](#) for those interested in viewing them.

Additions

- Nov 22, 2022 - OCS Science Webinar - Endangered white bark and limber pine recovery in Alberta
- November 24 – ALMS AGM: Virtual Attendance
- November 23 – Wetlands Alberta Website: Ducks Unlimited Survey
- November 30 – Expire date of the Palliser Environmental contract for IWMP Development
- December 1 – LICA Watershed Committee Meeting
- December 5 – LICA Q3 Strategic Plan Progress Reporting Due
- December 8 – Staff Christmas Gathering
- December 12 – Education and Outreach Committee Meeting
- December 15 – Food Bank Donations Due
- December 20 – LICA Staff Meeting
- December 14-22 – Kayla is on Holiday



I hope you all have a wonderful Christmas Season!

Kayla Hellum,
LICA, Environmental Coordinator

Executive Director's Report – November 2022

December 8, 2022

Please consider this as my report to inform the LICA Board of Directors of the various tasks and activities undertaken over the past month in addition to my regular duties as Executive Director.

Pandemic Response Update

- The LICA office continues to adhere to the LICA [COVID-19 policy](#) which aligns with current AHS guidelines and measures.

Funding/Financials Update

- With assistance from the Financial Coordinator, the reallocation of the \$10,243.35 from the 2021 AEG carryover, within the current consolidated budget was reviewed and discussed. Recommendations were brought to the Board for approval at the December Board Meeting.

Additional Updates:

- The Society Annual Return was filed and mailed on November 30th to Corporate Registries, therefore meeting the December 31st deadline.
- The Strategic Plan Q3 Progress Report was successfully completed by all staff and presented to the Board at the December meeting.
- An Annual Work Plan Planning Session with Staff has been arranged for January 4th to update the Annual Work Plan to correlate to the new 2023-28 Strategic Plan. Officers were invited to attend to assist in the development.
- Training schedules and resources were completed as well, in time for the onboarding and training of the Education and Outreach Coordinator and Administrative Professional. These two new individuals are quick learners and a great addition to the LICA team!
- Developed the EOC Meeting Report for the December 12th meeting, with input from the Environmental Coordinator and the Education and Outreach Coordinator.
- Together with the Environmental Coordinator, a LICA Christmas Slideshow was created to be presented at the December Board meeting and to be shared on the LICA Facebook Page. Those who wished to participate from the Board, Staff and all Committees have been included.
- The LICA social media accounts are as well being maintained for the remainder of the year. The new E and O Coordinator will take over managing these platforms in the new year.
- The LICA Staff Christmas Gathering was held on December 8th, where the Staff participated in a potluck, a Christmas Ornament Exchange, and games. The staff as well received their Christmas presents from LICA, which included a pair of LICA mittens, a padfolio, and a LICA Christmas ornament.
- LICA participated in the Local Food Bank Drive this holiday season, where the collection of non-perishables ended on December 15th. These items were then delivered to the Bonnyville Native Friendship Centre. Thank you all for participating!
- As well, a draw for the community members was held where if a donation to the Food Bank was brought in, the individual's name was entered to win a LICA gift bag.

Additional meetings attended over the past month include:

- Nov 21st – Education and Outreach Coordinator Onboarding and Training Commenced
- Nov 28th – Administrative Professional Onboarding and Training Commenced
- Nov 29th – ADMPEC Meeting
- Dec 1st – LWC Meeting

- Dec 12th – EOC Meeting
- Dec 8th – LICA Staff Christmas Gathering
- Dec 15th – Christmas Board Meeting

Upcoming Meeting Dates:

- Dec 20th – Staff Meeting
- Dec 26th – Jan 2nd – LICA office closed for the holidays
- Jan 4th – LICA Annual Work Plan Planning Session
- Jan 17th – Staff Meeting
- Jan 26th – BOD Meeting
- Jan 26th – WPAC Managers Meeting

Respectfully submitted,

Vicky Krawchuk, Executive Director, LICA – Environmental Stewards



LICA
ENVIRONMENTAL STEWARDS

Photo Credit: Donna Feledichuk



**STRATEGIC PLAN
PROGRESS REPORT**

2022-23
3rd QUARTER

BACKGROUND

This report is to provide an overview of the organization's achievements during the first to third quarters of LICA's 2022-2023 fiscal year and summarizes progress toward LICA's four Strategic Directions articulated in the 2018-2023 Strategic Plan (version 4.0). The report provides details on the completion of targets outlined in the 2022-2023 Core Operational & Program Work Plan.

VISION

The Environment in the LICA region is ecologically healthy and sustainable

MISSION

LICA collects, shares and acts upon credible data, Indigenous Knowledge, and information relevant to the environment. This will be achieved through scientific study, community engagement, and meaningful partnerships.

VALUES

- We connect stakeholders and promote community involvement
- We provide timely, defensible, and accessible data
- We educate the community, advocating for environmental stewardship
- We responsibly manage our resources to achieve our vision and mission

STRATEGIC DIRECTIONS

1. CONVENE AND COLLABORATE:

We connect stakeholders and promote community involvement.

2. EDUCATE AND INFORM:

We educate the community, advocating for environmental stewardship.

3. INFLUENCE AND IMPROVE:

We provide timely, defensible, and accessible data. We interpret data and work with others to improve our collective understanding of the environment in which we live. We use data to identify opportunities and synergies for positive environmental outcomes in our region.

4. OPTIMIZE AND EVALUATE:

We efficiently and effectively manage our resources to achieve our vision and mission.

Legend:

● Achieved	● In Progress	● Incomplete
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CONVENE AND COLLABORATE

1.1 CONNECT WITH LOCAL PEOPLE

STRATEGY	TARGET	PROGRESS	WORK PLAN
<p>1.1.1 Host events that engage the community to collaborate on local environmental concerns</p>	<p>Host IWMP engagement sessions</p>	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> • In the first quarter, LICA facilitated the final out of three rounds of IWMP Engagement sessions in collaboration with Palliser Environmental Services Limited (PESL). A total of two public engagement sessions and three private engagement sessions were hosted. • On June 14th, an in-person engagement session at the Bonnyville C2 was hosted with a diverse group consisting of 18 individuals. On June 20th, a virtual engagement session was offered with 15 individuals present. • Private engagement sessions were hosted on June 13th and 15th. During the morning of June 13th, a private engagement session with Metis Nation 1 was held at the Region 1 Office; one individual was present. This was followed by a private meeting with Buffalo Lake Metis Settlement in the afternoon, at their administrative office, with three individuals present. On June 15th a private engagement session was hosted with Kehewin Cree Nation at their administration office, with one individual present. 	<p>WPAC</p>

<p>1.1.1 Host events that engage the community to collaborate on local environmental concerns (cont.)</p>	<p>Host IWMP engagement sessions (cont.)</p>	<ul style="list-style-type: none"> ● All engagement sessions were successful with diverse viewpoints voiced and excellent feedback received, which is to be incorporated into the final draft of the Plan. ● LICA and PESL met with AEP as required. ● LICA continues to offer the options to either schedule a private session or have feedback submitted to LICA from stakeholders and rightsholders who wish to further review and discuss the IWMP document. 	<p>WPAC</p>
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> ● LICA was pleased to meet with a Kehewin Cree Nation representative to discuss the IWMP in addition to historical events that have affected the watershed. Feedback received will help further refine the Plan. 	
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> ● No IWMP Engagement sessions were hosted during the third quarter as the Plan was completed and approved by the LICA Board of Directors in September 2022. ● LICA continues to accept feedback on the Plan to further improve the document when revisited at a later date. 	

<p>1.1.1 Host events that engage the community to collaborate on local environmental concerns (cont.)</p>	<p>Promote events and/or dialogue through online forums on social media and the LICA website</p>	<p><u>FIRST AND SECOND QUARTERS:</u></p> <ul style="list-style-type: none"> LICA's Community Garden Facebook Group has 49 followers. This is a gain of thirteen followers in the first quarter. Ten posts were made on the Facebook group in the first quarter. A total of five LICA events were promoted by LICA through Eventbrite, Facebook events, and the LICA website in the first quarter. 	<p>WPAC AEG</p>
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> LICA's Community Garden Facebook Group currently has 58 members. LICA's advertisement occurred through Facebook, Eventbrite, the LICA website, and outside sourcing for the following items: <ul style="list-style-type: none"> LICA AGM, LICA jobs ads for the Administrative Professional and Education and Outreach Coordinator positions, in-house contests, a Christmas Food Bank Drive, and an Operation Christmas Child Drive. In the third quarter, the target of four Facebook posts per week and one Instagram post per week was exceeded, with the following results: <ul style="list-style-type: none"> 82 Facebook posts were posted up to December 31st and the target of 52 posts for this quarter has been surpassed. 35 Instagram posts were completed up to December 31st and the target of 13 posts this quarter has been surpassed. 	

1.1.1 Host events that engage the community to collaborate on local environmental concerns (cont.)	Promote events and/or dialogue through online forums on social media and the LICA website (cont.)	<ul style="list-style-type: none"> Ending off the third quarter, LICA's Facebook page currently holds 753 likes and the Instagram page holds 526 followers. 	WPAC AEG
	Circulate surveys to members to identify topics of interest and feedback on LICA programs	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> LICA makes every effort to circulate feedback evaluation forms for all its workshops and presentations to measure successes and identify areas to improve in the future. Evaluation forms are provided in a variety of formats, including online surveys and physical print copies. 	WPAC AEG
1.1.2 Expand LICA membership and increase social media presence	Make membership forms easily available and accessible to all stakeholders	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> Online membership registration is promoted on our Facebook Page and an electronic sign-up form is available on the LICA website at https://lica.ca/membership-form/. 	WPAC AEG

1.1.2 Expand LICA membership and increase social media presence (cont.)	Engage municipalities within the LICA Region in efforts to increase awareness and presence of LICA	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> An information poster regarding IWMP engagement sessions was circulated with municipalities in the LICA region in an effort to encourage attendance at the engagement sessions and provide feedback on the draft Plan. 	WPAC AEG
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> Municipalities continue to be encouraged to review the Draft IWMP and provide feedback while in the development process. 	
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> All LICA job advertisements were shared with municipalities to assist with the hiring process for the Administrative Professional and two Education and Outreach Coordinator positions. With the completion of the IWMP, the Final IWMP document was shared with all Municipalities within the Watershed. Environmental educational legacy signs produced through one of LICA's WRRP project grants were installed around the LICA region, within the Town of Bonnyville, M.D. of Bonnyville, Smoky Lake County, Lac La Biche County, County of Two Hills, Village of Glendon, and County of Vermilion. 	
	Enroll at least 20 new LICA members	<p><u>FIRST TO THIRD QUARTER:</u></p> <ul style="list-style-type: none"> Since April 1, 2022, LICA has enrolled 11 new members. 	WPAC AEG

1.1.2 Expand LICA membership and increase social media presence (cont.)	Increase social media followers (Facebook, Instagram) by 10%	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> As of March 31, 2022, LICA’s Facebook followers have increased to 847 from 828 (2.29%). LICA’s Instagram followers have increased slightly to 517 from 512 (0.97%) in the same period. 	WPAC AEG
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> LICA now has 918 Facebook followers, which is an increase of 8.55% from the second quarter. (10.84% increase from the first quarter.) LICA’s Instagram followers increased from 526 to 517 (1.76%) from the second to the third quarter. There is an overall increase of 2.75% in followers from the first quarter. 	
	Engage social media followers with posts on relevant information a minimum of 4 times per week	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> LICA maintains a posting interval of four times a week on Facebook and once a week on Instagram, as per the LICA social media policy and guidelines. 	WPAC AEG
Record and publish at least 5 LICA videos to the LICA YouTube Channel	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> LICA completed their contract with MoreSo to develop a video in promotion of the rain garden installed at Vezeau Beach. This video was posted on LICA’s Youtube Channel on June 17, 2022. 	WPAC AEG	

1.1.3 Recruit, maintain, and provide recognition for dedicated volunteers	Engage interested volunteers on opportunities to participate on the LICA Board and Committees	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> LICA Staff promote participation on the LICA Board and Committees at community events when interest is presented. 	WPAC AEG
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> Expression of interest emails were sent out to Members who have expressed interest in sitting on LICA's Board and/or Committees. This was completed prior to the AGM. 	
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> Confirmation of successful appointments and elections was relayed to the interested Board and Committee members, at the AGM on October 6th and Organizational Meeting on October 20th. 	
	Provide recognition and appreciation to all volunteers	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> In celebration of National Volunteer Week (April 24-30), the Executive Director recognized LICA volunteers and supporters through social media and during the April Board of Directors meeting. 	WPAC AEG
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> A sincere thank you to the LICA Board and Committee members' hard work and dedication to the company was relayed at the September Board Meeting on September 22nd. 	

<p>1.1.4 Engage with Indigenous communities</p>	<p>Provide information and presentations in efforts to collaborate with local Indigenous councils</p>	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> ● All indigenous communities and settlements within the LICA Region were invited to attend LICA’s IWMP engagement sessions and were asked to provide input on the Plan if they wished to do so. They were also offered a private meeting if preferred. Several indigenous communities were represented at, at least one of the engagement dates offered. ● Metis Nation 1, Buffalo Lake Metis Settlement and Kehewin Cree Nation were met within a private setting as requested. Four other indigenous communities have shown interest in a private meeting and mentioned they will seek interest in their community and with their Councils for a private meeting. Buffalo Lake Metis Settlement has asked that LICA contributes in-kind hours towards aiding in the development of a water monitoring program within their community. They are seeking advice and feedback as they develop their program. 	<p>WPAC AEG</p>
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> ● A representative from Kehewin Cree Nation met with LICA to discuss the IWMP and historical events that have shaped the watershed to be included in the IWMP historical timeline. 	
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> ● Due to the resignation of the Education and Outreach (E and O) Coordinator in the second quarter, all programming was 	

1.1.4 Engage with Indigenous communities (cont.)	Provide information and presentations in efforts to collaborate with local Indigenous councils (cont.)	<p>cancelled and on hold until a new candidate was successfully obtained. A new full-time E and O Coordinator commenced employment on November 21st and all programming and presentations resumed thereafter.</p> <ul style="list-style-type: none"> Environmental educational legacy signs produced through one of LICA's WRRP project grants were installed around the LICA region, within the following communities: Beaver Lake Cree Nation, Elizabeth Métis Settlement, Saddle Lake Cree Nation, and Cold Lake First Nations. 	WPAC AEG
	Collaborate on educational programs for schools in Indigenous communities	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> Information about school programs and educational opportunities for youth was disseminated directly to all Indigenous schools in the LICA region, in the second quarter to coincide with back-to-school. The information included the Calendar Contest, classroom presentations, X-Stream Science, and Stream of Dreams. 	WPAC AEG
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> Further correspondence and expansion of communication will be implemented in the fourth quarter. 	

<p>1.1.4 Engage with Indigenous communities (cont.)</p>	<p>Develop and maintain relationships with Indigenous peoples and communities within the LICA Region</p>	<p><u>FIRST AND SECOND QUARTERS:</u></p> <ul style="list-style-type: none"> ● The University of Blue Quill's job fair was attended on May 12, 2022. LICA was able to give out information regarding water monitoring and student resumes were collected and forwarded to the Environmental Coordinator; these individuals were to be contacted regarding ALMS and CreekWatch. ● University nuhelot'jne thaiyots'j nistameyimâkanak Blue Quills: From May 16-20, LICA delivered the ENVM 107 Air Monitoring Course for the Community-Based Environmental Monitoring Program at Blue Quills University. This involved 35 hours of in-class, field, and computer lab training. A PurpleAir particulate matter sensor was permanently set up on campus as a legacy of LICA's involvement. LICA was asked to return to deliver the program in the future. ● LICA met with Cold Lake First Nations (CLFN) on May 11, 2022, for a meeting at their Lands Office to learn more about CLFN's history and their community. ● LICA has been invited to schedule a meeting with Whitefish First Nations Lands Department to tour their community and learn more about the history of Whitefish First Nations. ● In the development of educational legacy signage, Cold Lake First Nations and Kehewin Cree Nation previously expressed interest in the collaboration of the sign content and were offered an opportunity to provide feedback on the final draft of the signs, as they were unable to provide feedback in the early stage of sign development. ● During the final round of engagement in the development of LICA's IWMP, all 12 indigenous communities were invited to attend our engagement sessions, and were offered the option 	<p>WPAC AEG</p>
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<p>1.1.4 Engage with Indigenous communities (cont.)</p>	<p>Develop and maintain relationships with Indigenous peoples and communities within the LICA Region (cont.)</p>	<p>of a private meeting, if preferred. Several indigenous communities were represented at the engagement sessions and Metis Nation 1, Buffalo Lake Metis Settlement, and Kehewin Cree Nation, were met with privately as requested.</p> <ul style="list-style-type: none"> • Four indigenous communities have indicated that they may be interested in a private meeting to discuss the IWMP content and will converse with their Councils and members for a decision. Settlements include Kikino Metis Settlement, Fishing Lake Metis Settlement, Cold Lake First Nations, and Frog Lake Metis Settlement. • LICA staff hosted a booth at the Treaty 6 Contemporary Arts Festival on June 11, 2022. This event was held at the Cold Lake Energy Centre. The Treaty 6 Contemporary Art Festival is a celebration of Indigenous talent, including traditional painting, dance, music, and performances by Indigenous artists in the territory. 	<p>WPAC AEG</p>
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> • Environmental educational legacy signs produced through one of LICA's WRRP project grants with knowledge shared from a few of our local Indigenous communities. These signs were then installed at Beaver Lake Cree Nation, Elizabeth Métis Settlement, Saddle Lake Cree Nation, and Cold Lake First Nations. 	

1.1.5 Engage with local governments	Attend council meetings	<ul style="list-style-type: none"> LICA anticipates attending a council meeting in the upcoming quarters. 	WPAC AEG
	Provide information, updates, and presentations in efforts to collaborate with local municipal governments	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The Environmental Coordinator sent IWMP information posters regarding IWMP engagement session 3, to all municipalities and counties in the LICA region and asked them to circulate the information with their lands department staff, Councils are asked that they post the information on bulletin boards in their office. 	WPAC
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> Local municipalities were provided the job ads for the LICA positions seeking candidates. The municipalities assisted in the process of obtaining candidates for the three roles. The Environmental Coordinator attended a Town of Bonnyville Council meeting on November 8, 2022, virtually, in an effort to stay informed of local community updates. 	
Engage in Municipal Land Use Planning and policy development as needed	<p><u>FIRST AND SECOND QUARTERS:</u></p> <ul style="list-style-type: none"> The Environmental Coordinator attends Council meetings as requested and needed, regarding municipal land use planning and policy development. There were no meetings attended during these quarters. LICA Staff provided feedback on the Intermunicipal Trails Master Plan for the M.D. of Bonnyville and the City of Cold Lake. 	WPAC	

1.1.5 Engage with local governments (cont.)	Engage in Municipal Land Use Planning and policy development as needed (cont.)	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> There were no requests for LICA's attendance at Council meetings this quarter in terms of Municipal Lake Use Planning and Policy Development. 	WPAC
	Create one new partnership per year for a project or event	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> LICA was invited to attend the Beaver River Fish and Game Association meeting on April 5, 2022, to share information about LICA in the form of a presentation. Following this presentation, LICA was invited to attend their open house on April 22, 2022, to host a booth. The E&O Coordinator is collaborating with the Bonnyville Wellness Coalition to provide a place-making and decorating an event at the Bonnyville Community Garden. The BWC is a community non-profit organization that works to improve the health of the local community through the promotion of healthy eating and physical activity. The goal of this event is to create an inviting atmosphere at the garden, promote the garden to community members and promote healthy eating through gardening. 	WPAC AEG
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> New partnerships or projects were not created in the third quarter. 	

<p>1.1.6 Partner with organizations within the LICA Region on matters related to the environment</p>	<p>Develop and maintain partnerships with organizations to deliver environmental programming</p>	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> • Educational signs pertaining to watering crossings and appropriate off-highway vehicle use were installed in the LICA region in collaboration with the Iron Horse Trail Association, on May 27, 2022. • LICA, in partnership with the M.D. of Bonnyville and the Alberta Low Impact Development Partnership, completed the planting of replacement plants at the community-hub rain garden at Vezeau Beach on Moose Lake. The rain garden was constructed in June 2021 and the educational signage will be installed in the Summer of 2022. • The Environmental Coordinator and LICA summer student assisted Moose Lake Watershed Society, with the 'Walking with Moose' environmental program offered to local schools targeted at youth in the region. 	<p>WPAC AEG</p>
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> • As part of WRRP grant funding, educational signs on the topics of Beaver Co-Existing, Riparian Health and Tree Planting, and Riparian Fencing and Offsite Watering were completed. 	
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> • Environmental educational signs were installed within the following municipalities and Indigenous communities: Town of Bonnyville, M.D. of Bonnyville, Smoky Lake County, Lac La Biche County, County of Two Hills, Village of Glendon, Beaver Lake 	

<p>1.1.6 Partner with organizations within the LICA Region on matters related to the environment (cont.)</p>	<p>Develop and maintain partnerships with organizations to deliver environmental programming (cont.)</p>	<p>Cree Nation, Elizabeth Metis Settlement, Saddle Lake Cree Nation, County of Vermilion, and Cold Lake First Nations.</p> <ul style="list-style-type: none"> The Education and Outreach Coordinator attended meetings with the Bonnyville Wellness Coalition, Alberta Airshed Council, and the Battle River Watershed Alliance to discuss partnerships and upcoming projects and areas for collaboration. 	<p>WPAC AEG</p>
	<p>Partner with Alberta Lake Management Society (ALMS) on the delivery of the LakeWatch program</p>	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The Executive Director worked with the ALMS Executive Director to determine how LICA can support the 2022 Lakewatch program. Approval was granted to continue the full sampling program, for this sampling season. Ten lakes will be funded by LICA during the 2022 sample season. Volunteers are the leading determining factor for lakes to be sampled in the region. 	<p>WPAC</p>

1.2 SUPPORT STEWARDSHIP EFFORTS

STRATEGY	TARGET	PROGRESS	WORK PLAN
<p>1.2.1 Support projects and collaborate on Water for Life-aligned initiatives with local Watershed Stewardship Groups (WSGs)</p>	<p>Collaborate with at least one WSG on a joint initiative</p>	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> LICA partnered with the MLBMS and the RiverWatch Institute to conduct CreekWatch, a community-based water quality monitoring program, at two creeks that flow into Muriel Lake for the 2022 sample season. In addition to the Muriel Creek locations, Jackfish Creek is also being monitored by community volunteers. <p><u>SECOND AND THIRD QUARTERS:</u></p> <ul style="list-style-type: none"> The Environmental Coordinator wrote the final summary report for the MLBMS Winter Dissolved Oxygen Monitoring project. The report was completed in September 2022. 	<p>WPAC</p>
	<p>Maintain partnerships with WSGs on ongoing projects and programs</p>	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The Environmental Coordinator and LICA summer student are assisting Moose Lake Watershed Society in the youth 'Walking with Moose' program hosted on June 8 & 9, 2022. The Environmental Coordinator volunteered at the Muriel Lake Basin Management Society Highway Cleanup on June 5, 2022. 	<p>WPAC</p>

<p>1.2.1 Support projects and collaborate on Water for Life-aligned initiatives with local Watershed Stewardship Groups (WSGs)</p>	<p>Maintain partnerships with WSGs on ongoing projects and programs (cont.)</p>	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> • The Environmental Coordinator assessed Moose Lake Watershed Society during two sampling events in August & September 2022, to collect water samples at Moose Lake as part of their Microbial Source Tracking Project. • To support the MLWS Microbial Source Tracking Project, LICA agreed to have volunteers drop off and pick up sample bottles for the project at the office. • The E&O Coordinator sits on the Vermillion River Watershed Alliance’s Education Committee as an observer and provides helpful education and outreach advice and information to the committee. 	<p>WPAC</p>
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> • The MLBMS completes winter dissolved oxygen monitoring at Muriel Lake, with the use of LICA’s monitoring equipment. Monitoring equipment is typically utilized from December to March. LICA ensures the working order and calibration of field equipment and keeps track of monitoring data collected. • The Education and Outreach Coordinator attended meetings with the Bonnyville Wellness Coalition, Alberta Airshed Council, and the Battle River Watershed Alliance to discuss partnerships and upcoming projects and areas for collaboration. 	

1.2.2 Participate in local WSG meetings	Represent LICA in Moose Lake Watershed Society (MLWS) meetings	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The Environmental Coordinator and the Education and Outreach Coordinator represent LICA at MLWS meetings and provide support when requested. The Environmental Coordinator attended the MLWS meeting held on May 26th. MLWS utilized the LICA office Board Room for the meeting. 	WPAC
	Represent LICA in Muriel Lake Basin Management Society (MLBMS) meetings	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The Environmental Coordinator represents LICA at MLBMS meetings and provides support when requested. The Environmental Coordinator was unable to attend the meeting on May 22, 2022, although a written update and comments on the agenda items were provided to the MLBMS president in advance of the meeting. 	WPAC
		<p><u>SECOND AND THIRD QUARTERS:</u></p> <ul style="list-style-type: none"> The Environmental Coordinator continues to attend meetings when available. 	
Participate in other local WSG meetings, if able	<p><u>FIRST, SECOND, AND THIRD QUARTERS:</u></p> <ul style="list-style-type: none"> The Environmental Coordinator has not been requested to attend other local WSG meetings during these quarters. 	WPAC	

1.2.3 Support citizen science and community-based monitoring initiatives	Support and develop community-based monitoring projects, when applicable	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The Environmental Coordinator completes a summary report of water dissolved oxygen results for the MLBMS's community-based monitoring project. This will be completed during the next quarter. 	WPAC
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> The Environmental Coordinator assessed Moose Lake Watershed Society during two sampling events in August & September 2022, to collect water samples at Moose Lake as part of their Microbial Source Tracking Project. 	
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> The MLBMS completes winter dissolved oxygen monitoring at Muriel Lake, with the use of LICA's monitoring equipment. Monitoring equipment is typically utilized from December to March. LICA ensures the working order and calibration of field equipment and keeps track of monitoring data. 	
	Plan, organize, and implement the RiverWatch Institute of Alberta's CreekWatch Citizen Science Program	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> Following the success of the CreekWatch Citizen Science program partnered with the RiverWatch Institute of Alberta initially piloted in 2021, LICA is continuing sampling this season. Three creeks are being sampled this season, two that flow into Muriel Lake, in addition to Jackfish Creek, which flows from 	WPAC

1.2.3 Support citizen science and community-based monitoring initiatives (cont.)	Plan, organize, and implement the RiverWatch Institute of Alberta's CreekWatch Citizen Science Program (cont.)	<p>Tucker Lake to the Beaver River. Sampling occurred bi-weekly from June – September.</p> <ul style="list-style-type: none"> • Live sampling data can be found on their website: https://www.riverwatch.ca/science-data/. 	WPAC
1.2.4 Engage local communities in environmental stewardship action	Partner with local WSGs and/or community members to expand the Keep Our Lake Blue (KOLB) campaign	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> • Due to the resignation of the Education and Outreach (E and O) Coordinator in the second quarter, all programming was canceled and on hold until a new candidate was successfully obtained. A new full-time E and O Coordinator commenced employment on November 21st and all programming and presentations resumed thereafter. • The Education and Outreach Coordinator has begun discussions with the NGO Director, to commence planning for the EnviroWeek Kickoff in early June, for the KOLB campaign in Lac La Biche. 	WPAC

1.2.4 Engage local communities in environmental stewardship action (cont.)	Promote the KOLB campaign and guide to other WSGs and WPACs	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> • Due to the resignation of the Education and Outreach (E and O) Coordinator in the second quarter, all programming was canceled and on hold until a new candidate was successfully obtained. A new full-time E and O Coordinator commenced employment on November 21st and all programming and presentations resumed thereafter. • LICAs KOLB campaign is an essential and useful tool where community members can be directed to learn more about issues affecting water quality and how they may support actions to improve water quality. • The KOLB campaign was highlighted in the Beaver River IWMP. 	WPAC
	Collaborate with Alberta Airsheds to implement an Air Quality Campaign in communities and/or businesses in the LICA region	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> • Due to changes in the AAC Communications Committee's priorities for the coming year, a new campaign strategy has been developed for Stop Needless Idling. Airsheds are posting Stop Needless Idling content for one week each quarter, as opposed to a four-week campaign held annually. LICA posted Stop Needless Idling content during the weeks of July 11-15 and September 19-23, 2022. • All AAC Airsheds collaborated to post coordinated social media posts for Clean Air Day (June 2, 2022). 	AEG

<p>1.2.4 Engage local communities in environmental stewardship action (cont.)</p>	<p>Collaborate with Alberta Airsheds to implement an Air Quality Campaign in communities and/or businesses in the LICA region</p>	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> • Due to the resignation of the Education and Outreach (E and O) Coordinator in the second quarter, all programming was cancelled and on hold until a new candidate was successfully obtained. A new full-time E and O Coordinator commenced employment on November 21st and all programming and presentations resumed thereafter. 	<p>AEG</p>
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Drawing Credit:
Anna Weekusk-Starr

1.3 PROMOTE THE LICA VISION AND MISSION BEYOND THE LICA REGION

STRATEGY	TARGET	PROGRESS	WORK PLAN
<p>1.3.1 Participate in events of other Alberta WPACs and Airsheds when possible</p>	<p>Participate in at least one project or event with another WPAC in Alberta</p>	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> • The Environmental Coordinator is a member of the WPAC Legislation and Policy Committee, which is tasked to develop a process for WPACs to collaborate on legislation and policy matters, which includes policies and a scope of work to guide decision making. Meetings are currently being held monthly or as frequently as necessary. To date, a WPAC Collective draft project scope has been developed and was presented to all WPAC Board of Directors for review and approval. • A Strategic Planning Workshop was held on April 19th, 2022, with all WPACs. The outcome of the meeting consisted of finalizing the WPAC vision, mission and value statements and developing goals for the WPAC collective. • The E&O Coordinator continues to sit on the Watershed Educational Videos for All project in collaboration with the WPACs. This video project will create five educational videos for the general public with the goals of sharing accurate watershed information and raising awareness for watershed issues. This video project is funded through a large grant from Prairie Upstream and is held by the North Saskatchewan Watershed Alliance. 	<p>WPAC</p>

1.3.1 Participate in events of other Alberta WPACs and Airsheds when possible (cont.)	Participate in at least one project or event with another WPAC in Alberta (cont.)	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> • The Environmental Coordinator and Executive Director attended meetings pertaining to the WPAC Forum, and the WPAC Operational Grant for the upcoming term. • The Environmental Coordinator attended the WPAC Technical Committee Meeting on November 25th. The Technical Committee consists of technical staff from each WPAC to support different projects and initiatives such as State of the Watershed reporting and water monitoring efforts. • The Environmental Coordinator virtually attended a portion of the WPAC Forum. Due to overlapping with LICA's AGM, LICA could not be represented at the whole forum. 	WPAC
	Participate in at least one project or event with another Airshed in Alberta	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> • The E&O Coordinator is working with the AAC Communications Committee to systematically review and improve the AAC website. AAC members coordinate social media posts approximately once every four weeks. 	AEG
	Participate in the WPAC Managers' meetings	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> • The Environmental Coordinator participates in WPAC Manager meetings on a regular basis and is supported by the Executive Director. 	WPAC

1.3.1 Participate in events of other Alberta WPACs and Airsheds when possible (cont.)	Represent LICA on the AAC Board of Directors	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> The Manager of Environmental Monitoring Programs represents LICA on the AAC Board of Directors and is supported by the Executive Director. 	AEG
1.3.2 Participate in the WPAC Summit and annual Synergy Alberta Conference	Attend the annual Synergy Alberta Conference	<ul style="list-style-type: none"> The annual Synergy Alberta Conference will not be held again for the third year in a row. 	WPAC AEG
	Attend the WPAC Summit	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> The WPAC Forum took place on October 6-7th. The Environmental Coordinator attended portions of the event, but due to being scheduled on the same date as the LICA AGM, LICA was not able to attend the whole event. Details regarding the WPAC summit will be decided at the WPAC manager's meeting discussed during the Fourth Quarter. 	WPAC
1.3.3 Provide input to the Alberta Water Council (AWC) on behalf of LICA	Provide feedback, input, and concerns to the AWC through the Alberta WPACs representative on the AWC Board of Directors	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> LICA provides information, feedback, and concerns to the AWC through Steve Meadows the Alberta WPAC representative on the AWC Board, as required. 	WPAC

1.3.4 Participate in the Alberta Airsheds Council (AAC)	Attend Alberta Airsheds Council meetings	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> The Manager of Environmental Monitoring regularly attends AAC Board Meetings. 	AEG
	Participate on AAC sub-committees as required	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> The Data and Reporting Specialist and the Environmental Monitoring Programs Manager participate in the Alberta Airsheds Council Technical Committee meetings. The E&O Coordinator participates in the AAC Communications Committee. 	AEG
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> The Manager of Environmental Monitoring Programs represents LICA on the AAC Conference Planning Working Group, The AAC is planning a conference for early 2024 about air quality monitoring and management. 	

EDUCATE AND INFORM

2.1 DELIVER ENVIRONMENTAL EDUCATION PROGRAMS AND INFORMATION

STRATEGY	TARGET	PROGRESS	WORK PLAN
2.1.1 Deliver environmental education programs and information	Hold and promote a Calendar Contest in the LICA Region	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> The 2023 Calendar Contest package was disseminated to all K-12 schools on June 8, 2022. LICA will accept entries until October 14, 2022. The theme for this year's calendar contest is "Living Green", which encourages participants to draw themselves doing something good for the environment. <p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> LICA received seven entries to the 2023 Calendar Contest and six entries from the youth photo contests ranging from 2018-2022 were used as well. All winners received a \$20 gift card. As well, calendars were published, and distribution began in December. 	WPAC AEG
	Hold an Earth Day writing contest and obtain a minimum of 50 entries	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The Earth Day Writing Contest was opened on April 6, 2022, and the contest accepted entries until May 27, 2022. LICA received 143 entries. The 2022 contest theme was 'Gardening Based on Your Space'. Students in grades 4-6 were invited to write newsletter articles about incorporating gardening into the school community. This contest is provided as a practice opportunity for the Grade 6 English PATs. 	WPAC AEG

<p>2.1.1 Deliver environmental education programs and information (cont.)</p>	<p>Deliver at least 50 classroom presentations with a watershed focus</p>	<p><u>FIRST TO THIRD QUARTERS:</u></p> <ul style="list-style-type: none"> ● The E&O Coordinator provided 25 classroom presentations with a watershed focus in the first quarter. <ul style="list-style-type: none"> ● 3 at Pine Meadows Colony School (Creepy Crawlies, Vermicompost, Wildlife Discovery) ● 4 at Vera M. Welsh Elementary School (Wildlife Discovery) ● 5 at Cold Lake Elementary School (Wildlife Discovery) ● 3 at Cold Lake Middle School (Wetland Ecosystems) ● 4 at Glendon School (Wildlife Discovery) ● 3 at Notre Dame Elementary School (Creepy Crawlies) ● 2 at Art Smith Aviation Academy (Creepy Crawlies) ● 1 at Bonnyville Centralized High School (blue-green algae information session with BCHS Envirothon team) 	<p>WPAC</p>
	<p>Deliver at least 10 classroom presentations with an air quality focus</p>	<p><u>FIRST, SECOND, AND THIRD QUARTERS:</u></p> <ul style="list-style-type: none"> ● The E&O Coordinator did not provide any classroom presentations with an airshed focus. 	<p>AEG</p>
	<p>Deliver the Little Green Thumbs and Little Green</p>	<p><u>FIRST AND SECOND QUARTERS:</u></p>	<p>WPAC AEG</p>

<p>2.1.1 Deliver environmental education programs and information (cont.)</p>	<p>Sprouts program to local schools, as available</p>	<ul style="list-style-type: none"> ● Despite attempts by the E and O Coordinator, contact with the Little Green Thumbs organization is yet to be successfully made. <p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> ● Collaboration is pending with Little Green Thumbs and LICA hopes to deliver programs within the fourth quarter. 	<p>WPAC AEG</p>
	<p>Deliver at least 2 Stream of Dreams programs to local schools and organizations</p>	<p><u>FIRST TO THIRD QUARTERS:</u></p> <ul style="list-style-type: none"> ● The E&O Coordinator provided two Stream of Dreams programs in June 2022. Stream of Dreams is a watershed education program that seeks to develop knowledge about fish, fish habitat, and environmental conservation. Participants attend a one-hour classroom presentation, followed by an art session where they paint a wooden fish. At the end of the program, the painted fish are mounted on a fence outside of the participating location, facing the community. This community art mural symbolizes the knowledge gained about streams and fish habitats. The Stream of Dream programs held include: <ul style="list-style-type: none"> ● One program for Aurora Middle School in Lac La Biche. 341 students and 39 staff participated in the program. ● One program for Cold Lake Family and Community Support Services, targeted at their after-school clients and Youth Council. 130 youth, parents and FCSS staff members participated. ● Stream of Dreams applications were disseminated on June 8, 2022, for programs in Spring 2023. 	<p>WPAC</p>

<p>2.1.1 Deliver environmental education programs and information (cont.)</p>	<p>Deliver at least 10 X-Stream Science programs to local schools</p>	<p><u>FIRST TO THIRD QUARTERS:</u></p> <ul style="list-style-type: none"> ● The E&O Coordinator provided three X-Stream Science programs to three schools in the first quarter. X-Stream Science is an outdoor experiential learning opportunity for high school students focused on water quality monitoring. Students attend a one-hour classroom presentation about the importance of scientific monitoring, followed by a two-hour field trip to practice the water monitoring skills discussed in the classroom. The X-Stream Science programs held include: <ul style="list-style-type: none"> ● Two classes at Notre Dame High School on May 27, 2022, with twelve students and four staff participating. ● One class at Mallaig School on June 10, 2022, with twelve students and two staff participating. ● One class at Ecole des Beaux-Lacs on September 15, 2022. Student and staff participants will be updated in the next quarter's report. 	<p>WPAC</p>
<p>2.1.2 Deliver events and programs that foster environmental stewardship in the community</p>	<p>Host or deliver at least 1 event, workshop, or program to LICA municipal partners</p>	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> ● A Vermicompost workshop is scheduled for October 9, 2022, for Lac La Biche County. 	<p>WPAC AEG</p>

<p>2.1.2 Deliver events and programs that foster environmental stewardship in the community (cont.)</p>	<p>Host or deliver at least 1 event, workshop, or program to LICA municipal partners (cont.)</p>	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> Due to the resignation of the Education and Outreach (E and O) Coordinator in the second quarter, all programming was cancelled and on hold until a new candidate was successfully obtained. A new full-time E and O Coordinator commenced employment on November 21st and all programming and presentations resumed thereafter. The Vermicomposting workshop in Lac La Biche County will be rescheduled after Christmas, in the fourth quarter. 	<p>WPAC AEG</p>
	<p>Deliver 10 youth-centered summer programs</p>	<p><u>FIRST TO THIRD QUARTERS:</u></p> <ul style="list-style-type: none"> The E&O Coordinator booked 16 youth-centered summer programs in the first quarter. These programs will be provided by the summer student during June and July, and by the E&O Coordinator in August. The current programs conducted include: <ul style="list-style-type: none"> Two Walking with Moose youth programs in support of Moose Lake Watershed Society on June 8 and 9, 2022. Four-day camp programs with the Military Family Resource Centre on 4 Wing, Cold Lake, on July 12, 13, and August 9, 10, 2022. Four-day camp programs with Lakeland Centre for FASD at Cold Lake Provincial Park on July 7, 14, 21, and 28, 2022. Three-day camp programs with Kiev's Ki Hi summer camp in Franchere on July 5, 12, 19, 26, and August 2, 2022. 	<p>WPAC AEG</p>

2.1.2 Deliver events and programs that foster environmental stewardship in the community (cont.)	Deliver 10 youth-centered summer programs (cont.)	<ul style="list-style-type: none"> ● One Wildlife Discovery program with St. Paul and District FCSS on July 18, 2022. ● One Wildlife Discovery program with Elk Point Library on August 11, 2022. 	WPAC AEG
	Participate in or hold at least 3 Shoreline Cleanups within the Beaver River Watershed	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> ● LICA co-hosted a shoreline cleanup with FCSS Cold Lake at Sandy Beach in Cold Lake on September 17, 2022. 	WPAC
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> ● Due to the resignation of the Education and Outreach (E and O) Coordinator in the second quarter, all programming was canceled and on hold until a new candidate was successfully obtained. Shoreline Cleanups will commence next spring. 	
Deliver 5 workshops in association with the Bonnyville Community Garden	<p><u>FIRST TO THIRD QUARTERS:</u></p> <ul style="list-style-type: none"> ● The E&O Coordinator provided four gardening presentations in the first quarter: two 'Starting Seeds' workshops, one 'Companion Planting' workshop, and one Garden Orientation presentation. ● One Starting Seeds workshop was held at the LICA office on April 28, 2022. Twelve community members participated. ● One Starting Seeds workshop was held at Cold Lake Library – South on May 3, 2022. Twenty community members participated. 	WPAC AEG	

<p>2.1.2 Deliver events and programs that foster environmental stewardship in the community (cont.)</p>	<p>Deliver 5 workshops in association with the Bonnyville Community Garden (cont.)</p>	<ul style="list-style-type: none"> ● One Garden Orientation presentation for Community Garden members and those looking for more information about the garden was held. Eight community members participated. ● One Vermicompost workshop was hosted by LICA in promotion of the Community Garden. This workshop was held at the garden site on July 21, 2022, under the gazebo. Eight community members participated. ● One Companion Planting workshop was held at Cold Lake Library – South on June 23, 2022. ● Three volunteer workdays were held on June 17, July 23, and September 23, 2022. These are opportunities for garden volunteers to come together and work to improve the Community Garden. Examples of tasks included turning compost, tending to the community food bank beds, and pulling weeds. 	<p>WPAC AEG</p>
	<p>Enroll at least 10 Community Garden Individual Members and 1 Business Sponsorship</p>	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> ● The Bonnyville Community Garden enrolled twelve individual members and one business member for the 2022 garden season. 19 total raised garden beds were rented. Seven of the remaining garden beds were planted with transplants from Baby Cherry Greenhouse and donated seeds from previous years. These are being raised to donate to the food bank. Seven of the remaining beds were seeded with native wildflower mix and will serve as an attraction for pollinators as well as an educational opportunity to discover the showy plants of our region. 	<p>WPAC AEG</p>

2.1.2 Deliver events and programs that foster environmental stewardship in the community (cont.)	Enroll at least 10 Community Garden Individual Members and 1 Business Sponsorship (cont.)	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> The Community Garden harvest season commenced, with a garden cleanup deadline for members on October 1st. Feedback was obtained with the successes and downfalls of the garden and reassurance was given in hopes of consistently obtaining members next season. 	WPAC AEG
2.1.3 Develop and disseminate communication materials on relevant topics	Develop and disseminate quarterly newsletters	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The Spring 2022 Newsletter was disseminated June 30, 2022. 	WPAC AEG
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> The Summer Newsletter was disseminated on September 23, 2022. 	
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> The Fall Newsletter was put on hold due to the resignation of the current E and O Coordinator at the end of the second quarter. This task will be completed in the new year by the new E and O Coordinator. 	

2.1.3 Develop and disseminate communication materials on relevant topics (cont.)	Develop and disseminate the LICA Annual Report to all LICA members and publish on the LICA website	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> The LICA 2021-22 Annual Report was completed in September 2022. Copies were disseminated to LICA Members and the report is available on the LICA website. 	WPAC AEG
	Update and publish the Introduction to LICA animated video on the LICA website, social media, and YouTube Channel	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> The LICA 2022 Animated Introductory Video was completed in September 2022. The video was uploaded to LICA's YouTube Channel and website. The link was also included within the AGM invitations to membership. 	WPAC AEG
	Examine between year differences in passive air quality results i.e. bubble and isopleth maps	<p><u>FIRST AND SECOND QUARTERS:</u></p> <ul style="list-style-type: none"> Isopleth maps were prepared for the LICA community annual report. Updated isopleths will be prepared for handout materials for the Annual General Meeting and Open House as well as the Annual Report. Bubble maps for 2021 were also included in the technical annual report https://lica.ca/wp-content/uploads/2022/03/LICA-2021.pdf. 	AEG
	Develop and publish a multi-year monitoring report	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> The annual technical monitoring report includes five-year data presentations that are updated annually; these visualizations 	AEG

2.1.3 Develop and disseminate communication materials on relevant topics (cont.)	Develop and publish a multi-year monitoring report (cont.)	show patterns and trends of key pollutants: https://lica.ca/wp-content/uploads/2022/03/LICA-2021.pdf .	AEG
	Publish and deliver Air Quality DNA presentations and other data visualizations	<u>SECOND QUARTER:</u>	AEG
		<ul style="list-style-type: none"> New visualizations of air monitoring data were prepared for the Annual Report. The new visualizations will be included in a new air quality data information poster series at the Annual General Meeting. 	
	Publish an interim report to summarize the Portable Air Monitoring System (PAMS) Lac La Biche Air Quality Monitoring Project	<u>THIRD QUARTER:</u>	AEG
		<ul style="list-style-type: none"> New data visualizations and maps were presented at the Annual General Meeting. 	
	Publish an interim report to summarize the Portable Air Monitoring System (PAMS) Lac La Biche Air Quality Monitoring Project	<u>SECOND QUARTER:</u>	AEG
<ul style="list-style-type: none"> The Environmental Monitoring Programs Manager finalized the PAMS report. The draft report was completed at the end of September 2022. 			
Publish an interim report to summarize the Portable Air Monitoring System (PAMS) Lac La Biche Air Quality Monitoring Project	<u>THIRD QUARTER:</u>	AEG	
	<ul style="list-style-type: none"> Work on implementing the Acid Deposition Monitoring Strategy took precedence in Q2-Q3; the final PAMS report is expected to be completed by the end of December 2022. 		

2.1.3 Develop and disseminate communication materials on relevant topics (cont.)	Post and update information regarding the Integrated Watershed Management Plan on the LICA website	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> LICA developed an Integrated Watershed Management Plan (IWMP) web page included within the Watershed tab of the LICA website. Documents are updated as needed, along with information regarding the progress of the IWMP, engagement session dates, and other resources. Individuals seeking information on the IWMP are easily directed to this webpage where all resources are housed. 	WPAC
	Post and update information regarding the Acid Deposition Monitoring Program Expansion Plan on the LICA website	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> Meeting material and supporting documents for the ADMPEC meetings are posted on the LICA as soon as they become available. 	Deposition
2.1.4 Participate in community events focused on environmental stewardship	Attend at least 5 community events offered by different municipalities to promote the LICA vision and mission	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> LICA staff attended Bonnyville Discovery Day on May 14, 2022, an event hosted by Bonnyville FCSS. LICA staff hosted a booth alongside other local non-profit organizations and spoke with community members about LICA's programs, workshops, projects, and volunteer opportunities. LICA staff spoke to over 30 community members at this event and made connections with other local non-profit organizations. LICA was asked by the Beaver River Fish and Game Club, located in Bonnyville, to provide a presentation discussing our programs and projects and ways to collaborate. This presentation was provided on April 5, 2022. LICA staff was subsequently invited to host a booth at the Beaver River Fish and Game Club Open House on April 22, 2022. 	WPAC AEG

<p>2.1.4 Participate in community events focused on environmental stewardship (cont.)</p>	<p>Attend at least 5 community events offered by different municipalities to promote the LICA vision and mission (cont.)</p>	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> LICA attended Alberta Parks Day at Cold Lake Provincial Park on July 17, 2022, hosted by Alberta Parks staff. LICA staff spoke with local people while at the event, in regard to LICA's mission and programs offered. 	<p>WPAC AEG</p>
<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> Due to the resignation of the E and O Coordinator and the shorthand of staff at LICA during this quarter, no further events were attended. With the successful new hires for the position, this target will be met in the fourth quarter. 			
<p>2.1.5 Adaptively manage and continuously improve education and outreach programs</p>	<p>Evaluate educational programs for effectiveness through teacher surveys and update programs based on feedback</p>	<p><u>FIRST AND SECOND QUARTERS:</u></p> <ul style="list-style-type: none"> An end-of-year feedback survey was provided to teachers who received LICA presentations in the 2021-2022 school year on June 24, 2022. Feedback was incorporated through the classroom presentation update completed in the second quarter. 	<p>WPAC AEG</p>

2.1.5 Adaptively manage and continuously improve education and outreach programs (cont.)	Ensure classroom presentations are curriculum-aligned and update as required	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> Minor revisions to the classroom presentations have been completed for the 2022-2023 school year. All of LICA's classroom presentations were overhauled in the summer of 2021 to align with the planned implementation of the new Grade K-6 curriculum. 	WPAC AEG
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2.2 MAINTAIN ORGANIZATIONAL TRANSPARENCY

STRATEGY	TARGET	PROGRESS	WORK PLAN
2.2.1 Ensure monitoring results are accessible to the public	Make water monitoring results and reports publicly available on the LICA website and social media	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> As reports are completed, they are uploaded and available under the Resource tab on the LICA Website. 	WPAC
	Provide ambient air data and pollutant concentrations in populated areas needed to calculate the Air Quality Health Index (AQHI)	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The Cold Lake, St. Lina, and Tamarack monitoring stations provided the AQHI as intended. Data files for the PAMS are being submitted to AEP every hour, and they are currently undergoing the testing period. The AQHI will be available to the 	AEG

2.2.1 Ensure monitoring results are accessible to the public (cont.)	Provide ambient air data and pollutant concentrations in populated areas needed to calculate the Air Quality Health Index (AQHI) (cont.)	public once the test period is completed, which is expected to be in mid-June 2022.	AEG
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> The Cold Lake, St. Lina, Tamarack, and the PAMS monitoring stations provided the AQHI as intended. 	
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> The Cold Lake, St. Lina, Tamarack, and the PAMS monitoring stations provided the AQHI as intended. The AQHI lantern was deployed in the Bold Centre in Lac La Biche. 	
2.2.2 Make meetings open to the public	Maintain an up-to-date calendar on the LICA website with upcoming meeting dates	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> All LICA meeting dates are published on the LICA website calendar at www.lica.ca with the meeting link information included. Additionally, anyone may request to be added to the email distribution list of the LICA Board or Committees and receive information on upcoming meetings, such as agendas and meeting minutes. 	WPAC AEG
	Disseminate meeting materials to LICA members who have identified an	<p><u>ALL QUARTERS:</u></p>	WPAC AEG

2.2.2 Make meetings open to the public (cont.)	interest in participating in LICA meetings	<ul style="list-style-type: none"> LICA Board and Committee meeting agendas and supporting documents are sent electronically to all appointed members and interested LICA members one week in advance of each meeting. 	WPAC AEG
2.2.3 Maintain and update the LICA website regularly with current information, resource materials, and publications for public knowledge	Publish up-to-date bylaws, policies, and meeting minutes on the LICA website, once approved by the Board of Directors	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> A complete list of up-to-date bylaws, policies, and meeting minutes are publicly available at www.lica.ca/about/. 	WPAC AEG
	Conduct quality assurance on the LICA website monthly, at a minimum, to ensure information is current and accurate	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> A complete list of up-to-date bylaws, policies, and meeting minutes are publicly available at www.lica.ca/about/. 	WPAC AEG

INFLUENCE AND IMPROVE

3.1 COLLECT, ANALYZE, AND INTERPRET DATA

STRATEGY	TARGET	PROGRESS	WORK PLAN
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3.1.1 Operate regional monitoring programs	Operate passive monitoring stations in the Cold Lake oil sands region. Passive monitoring includes gases such as sulphur dioxide (SO ₂), hydrogen sulphide (H ₂ S), nitrogen dioxide (NO ₂), ozone (O ₃), polycyclic aromatic compounds (PAC) and other pollutants as required. Note that all pollutants are not monitored at all stations	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The field technician was able to visit each station and collect samples, except station #25. Arrangements have been made to resume samples collected at station 25 (Burnt Lake). In May, no samples were collected at station 12 and station 28 as access to the station was not available during the sample media exchange, and the H₂S sample at station 10 was found missing. A passive sampler was added to the PAMS station in May. The monitoring program started in June 2022. 	OSM Deposition
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> The passive monitoring network operated as required. The network was enhanced with additional parameters to support the implementation of the Acid Deposition Monitoring Strategy. 	
	Operate and maintain the LICA soil acidification monitoring programs	<p><u>FIRST AND SECOND QUARTERS:</u></p> <ul style="list-style-type: none"> There is no field activity to report in this quarter. The report for samples was collected in fall 2021 and has been drafted and is undergoing internal review. 	OSM Deposition
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> The Moose Lake soil acidification monitoring plot was sampled in October 2022. Samples were collected and prepared for analysis at the Northern Forestry Centre in Edmonton. Analysis 	

3.1.1 Operate regional monitoring programs (cont.)	Operate and maintain the LICA soil acidification monitoring programs (cont.)	is underway and reporting is expected to be complete in early Q4.	OSM Deposition
	Operate continuous monitoring stations in the Cold Lake oil sands region. This includes the following air monitoring stations: <ul style="list-style-type: none"> ▪ Cold Lake South station ▪ St. Lina station ▪ Tamarack station ▪ PAMS 	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> • The Cold Lake, St. Lina, and Tamarack monitoring stations operated as intended this quarter. The PAMS monitoring station was redeployed to Lac La Biche in early May 2022. Channels were brought online after installation calibration, which was performed between May 5 and May 19. 	OSM Active Air Monitoring
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> • The Cold Lake, St. Lina, and Tamarack monitoring stations operated as intended this quarter. The St. Lina and Tamarack Stations underwent 'refits' to reorganize analyzer layout and remove redundant tubing and wiring. 	
Operate and maintain the Cold Lake oil sands region integrated monitoring program including regional and triggered integrated volatile organic compound (VOC) and polycyclic aromatic hydrocarbon	<p><u>FIRST AND SECOND QUARTERS:</u></p> <ul style="list-style-type: none"> • The integrated monitoring program at Cold Lake operated as intended this quarter. • The triggered sampling of VOCs system at the PAMS station was installed on July 7. 	OSM Active Air Monitoring	

3.1.1 Operate regional monitoring programs (cont.)	(PAH) monitoring at two monitoring sites located at: <ul style="list-style-type: none"> ▪ Cold Lake South station ▪ PAMS 	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> • The integrated monitoring programs at Cold Lake, PAMS, and Tamarack monitoring stations operated as intended this quarter. 	OSM Active Air Monitoring
	Complete routine calibrations and preventative maintenance at all ambient air monitoring stations in the LICA network in accordance with Alberta's Air Monitoring Directive (AMD)	<p><u>FIRST TO THIRD QUARTER:</u></p> <ul style="list-style-type: none"> • All routine calibration and preventative maintenance were completed as required by the AMD. Calibration records were uploaded to the AirData Warehouse and delivery confirmations are posted on the LICA website: https://lica.ca/airshed/report-tracking/monthly-reports/2022-monthly-reports/ • The annual data validation was conducted on the 2021 LICA hourly data. The validation record is being finalized. The record will be provided to individuals who are interested in the results. 	OSM Active Air Monitoring
	Investigate repurposing the meteorological monitoring stations located in the Beaver River Valley, to support other LICA monitoring programs, as approved by the Board	<p><u>FIRST AND SECOND QUARTERS:</u></p> <ul style="list-style-type: none"> • Airshed technical staff have contacted ECCC who have recently deployed solar-powered PurpleAir sensors to learn how LICA can modify their meteorological towers in a similar way. There has been no progress on repurposing the towers as they may be used for the implementation of the ADMPEC's Strategy. 	LICA – formerly OSM

<p>3.1.1 Operate regional monitoring programs (cont.)</p>	<p>Investigate repurposing the meteorological monitoring stations located in the Beaver River Valley, to support other LICA monitoring programs, as approved by the Board (cont.)</p>	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> Repurposing the Beaver River Valley Monitoring has been paused pending their potential use to support the implementation of the Acid Deposition Monitoring Strategy. 	<p>LICA – formerly OSM</p>
<p>3.1.2 Adaptively manage and continuously improve monitoring programs</p>	<p>Participate in Oil Sands Monitoring (OSM) Program committees and activities related to optimizing and improving the active air and atmospheric deposition monitoring network in the Cold Lake oil sands region</p>	<p><u>FIRST TO THIRD QUARTER:</u></p> <ul style="list-style-type: none"> LICA participated in the monthly OSM Air Technical Advisory Committee (Air TAC) meetings and MECH-MACH model validation working group meetings as required. 	<p>OSM Active Air Monitoring and Deposition</p>

3.1.2 Adaptively manage and continuously improve monitoring programs (cont.)	Implement any additions, deletions, or any other changes to the LICA active air and atmospheric deposition monitoring network consistent with approved OSM Program work plan(s)	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The PAMS station was redeployed to Lac La Biche at the Portage College Campus in early May 2022. Signage for the Cold Lake South station was installed in May 2021. 	OSM Active Air Monitoring and Deposition
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> The NMHC triggered canister program at the PAMS station was resumed in July 2022. The signage for other stations was installed in the summer of 2022. 	
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> The passive monitoring program was enhanced with additional parameters to support the implementation of the Acid Deposition Monitoring Strategy. Four acid-sensitive lakes were sampled on the CLAWR. These lakes were identified in the Acid Deposition Monitoring Strategy as good candidates for monitoring due to their susceptibility to acidification. 	
	Document any additions, deletions, or any other changes to the LICA active air and atmospheric	<p><u>FIRST AND SECOND QUARTERS:</u></p> <ul style="list-style-type: none"> No additions, deletions, or changes to report. 	OSM Active Air Monitoring

3.1.2 Adaptively manage and continuously improve monitoring programs (cont.)	deposition monitoring network not indicated previously. Identify and describe any deviations from approved OSM Program work plan(s)	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> No additions, deletions, or changes to report. 	and Deposition
	Continue to deploy PurpleAir particulate monitors within the LICA region, as opportunities arise	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> A PurpleAir device was installed at the University Blue Quills campus in May 2022. 	AEG
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> No new deployment locations were identified. 	
	Implement LICA's acid deposition monitoring strategy to meet new regional regulatory compliance acid deposition monitoring and reporting requirements	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The ADMPEC completed phase one of the project, as the draft Acid Deposition Monitoring Strategy for the Cold Lake Region was reviewed and approved by the AER in January 2022. Phase two of the project began in the first quarter of the 2022-23 fiscal year. The focus is on the implementation of the strategy and establishing monitoring sites. 	OSM Deposition
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> Four major components of the Acid Deposition Monitoring Strategy were implemented in Q3: enhancement of the passive monitoring network, sampling of the Moose Lake acid 	

<p>3.1.2 Adaptively manage and continuously improve monitoring programs (cont.)</p>	<p>Implement LICA's acid deposition monitoring strategy to meet new regional regulatory compliance acid deposition monitoring and reporting requirements (cont.)</p>	<p>deposition monitoring plot, sampling of acid-sensitive lakes on the CLAWR, and deployment of wet deposition samplers</p>	<p>OSM Deposition</p>
<p>3.1.3 Provide and report data in a timely manner</p>	<p>As required by the Air Monitoring Directive (AMD):</p> <ul style="list-style-type: none"> ▪ Report exceedances of the Alberta Ambient Air Quality Objectives and Guidelines, and non-compliances of the Air Monitoring Directive to the Alberta Government for active and deposition monitoring results ▪ Provide real-time air quality data from continuous air monitoring stations to the Alberta Environment and Parks real-time website in the required format ▪ Submit monthly Ambient Air Monitoring Reports to the Government of Alberta (GoA) for active, non-continuous (integrated), and deposition monitoring 	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> ● Two 1-Hour PM_{2.5} exceedances were recorded at the Tamarack station on June 7 at hour 15 and hour 16, concentration of 117 ug/m³ and 95 ug/m³, respectively. The possible source causing the elevated PM concentrations was likely from the unpaved road around the station. AEP reference #: 391464. ● The H₂S analyzer at the St. Lina station did not meet the 90%operational uptime requirement in May. The analyzer failed on May 14 hour 3 due to the unstable photomultiplier (PMT) circuit. On May 18, the LICA-owned Thermo 450i H₂S analyzer, s/n: CM17360002, was removed, and the BV-supplied API 101A H₂S analyzer, s/n: 324, was installed following a successful installation calibration. Data were invalidated back to the last valid calibration check, which was May 14 hour 1. One hundred twelve hours of downtime were recorded due to this event. AEP reference #: 390727. ● All parameters at the PAMS station did not meet the 90%operational uptime requirement in May. The AQM station was set up at this location on May 3. Analyzers were allowed time to stabilize. Channels were brought online after installation calibrations, which were performed between May 5 and May 19. Real-time air quality data from the continuous monitoring stations were provided to the AEP real-time website in the required format. 	<p>OSM Active Air Monitoring and Deposition</p>

<p>3.1.3 Provide and report data in a timely manner (cont.)</p>	<ul style="list-style-type: none"> ▪ Submit deposition, non-continuous (integrated), and continuous air monitoring data to the Alberta Air Data Warehouse ▪ Provide LICA Annual Report for the previous calendar year to the GoA 	<ul style="list-style-type: none"> ● Monthly and annual air monitoring reports for both the active monitoring and deposition monitoring program are uploaded to the GoA website as required: ● Active (continuous) monitoring report delivery confirmations: https://lica.ca/airshed/report-tracking/monthly-reports/2022-monthly-report-delivery-confirmation* ● Deposition (non-continuous) monitoring report delivery confirmations: https://lica.ca/airshed/report-tracking/non-continuous-monitoring-data-reports ● Annual (combined active and deposition) report delivery confirmations: https://lica.ca/airshed/report-tracking/annual-reports/ 	<p>OSM Active Air Monitoring and Deposition</p>
	<p>Provide data generated by the Cold Lake soil acidification program to AEP in an agreed-upon format</p>	<p><u>FIRST AND SECOND QUARTERS:</u></p> <ul style="list-style-type: none"> ● In April, data from the sampling event that occurred in October 2020 was provided to AEP for inclusion in the provincial repository for environmental monitoring data. The final report for the multi-year monitoring report as well as the October 2020 sampling event was published in November 2021 on the LICA website. ● Data from the 2021 sampling event will be provided to AEP once the final report is published; the report is expected to be finalized by the end of Q2 2022. <p><u>THIRD QUARTER:</u></p>	<p>OSM Deposition</p>

<p>3.1.3 Provide and report data in a timely manner (cont.)</p>	<p>Provide data generated by the Cold Lake soil acidification program to AEP in an agreed-upon format (cont.)</p>	<ul style="list-style-type: none"> The 2021 report was completed and posted on the LICA website. Once the 2022 report for Moose Lake is complete, it will also be posted online (expected Q4). 	<p>OSM Deposition</p>
<p>3.1.4 Maintain the highest standard of Quality Assurance and Quality Control for monitoring programs</p>	<p>Conduct quality assurance and quality control in accordance with the Air Monitoring Directive, the Air Monitoring Quality Assurance Plan and Standard Operating Procedures for data QA/QC developed by AEP and LICA</p>	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> Quality assurance and quality control were conducted in accordance with the Air Monitoring Directive. Monthly calibration results, flow audits, daily zero-span checks, data validation paper trail, and other QA/QC functions were documented in the monthly reports found on the LICA website: https://lica.ca/airshed/report-tracking/monthly-reports/2022-monthly-reports/ An annual data validation program was developed by an IT contractor based on the AEP's annual data validation "Fact Sheet"; the program was developed to mirror the AEP data validation and audit process and was tested on a subset of LICA's monitoring data. Executing the full program on the entire 2021 dataset was conducted in March and April 2022. The 2021 data validation record is being finalized and will be available to share with individuals who are interested in summer 2022. A third-party audit of specific elements of LICA's QAP is being planned for the first quarter of 2022-23. In March 2022, the request for a quote was developed and contractors were contacted to gauge interest. 	<p>OSM Active Air Monitoring and Deposition</p>

<p>3.1.4 Maintain the highest standard of Quality Assurance and Quality Control for monitoring programs</p>	<p>Conduct quality assurance and quality control in accordance with the Air Monitoring Directive, the Air Monitoring Quality Assurance Plan and Standard Operating Procedures for data QA/QC developed by AEP and LICA (cont.)</p>	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> The QAP audit was started in August and is expected to continue in September 2022. Documents required for the audit were provided and two interviews were conducted in August. The audit is expected to be completed by October 2022. <p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> The QAP audit was completed in October 2022; work is underway to address the findings. LICA is working with PRAMP to share the costs of implementing improvements to the QAP in response to both airsheds' recent audits. 	<p>OSM Active Air Monitoring and Deposition</p>
<p>3.1.5 Recognize, respect, and support the use of local and Indigenous Knowledge</p>	<p>Recruit and maintain Indigenous representation on the LICA Board of Directors, all standing committees, and all ad-hoc committees</p>	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> LICA encourages the representation of First Nations Communities, Métis Settlements, and the Métis Nation of Alberta on all committees and the Board of Directors. The current seats held are as followed: <ul style="list-style-type: none"> Board of Directors: (2) Director seats: First Nations and Métis representatives. Governance Committee: (1) seat: Métis representative. Education and Outreach Committee: (2) seats: First Nations and Métis representatives. IWMP Committee: (6) seats: First Nations and Métis representatives. 	<p>WPAC AEG</p>

<p>3.1.5 Recognize, respect, and support the use of local and Indigenous Knowledge (cont.)</p>	<p>Engage with Indigenous peoples and communities to incorporate Indigenous Knowledge and Rights into environmental monitoring, management, and education & outreach programs</p>	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> ● LICA is seeking and incorporating Indigenous Knowledge into the IWMP through the engagement process. ● Cold Lake First Nations and Kehewin Cree Nation have indicated that they would like to collaborate during the early stages of the educational signage development, but they were unable to provide input during this time frame. They were provided the final draft of the signs to review for input prior to printing. 	<p>WPAC AEG</p>
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> ● LICA was pleased to meet with a Kehewin Cree Nation representative to discuss the IWMP in addition to historical events that have affected the watershed. ● In a private engagement session with Kehewin Cree Nation, a representative from their community spoke about a monitoring project that they would like to pursue on traditional land including a creek and riparian lands. LICA was pleased to share riparian assessment reports that were completed that included this area in addition to other watershed reports that would help to set a baseline for their project. ● In a private engagement session with Buffalo Lake Metis Settlement, LICA was able to provide information on lake monitoring to aid in their own development of a water monitoring program at Buffalo Lake. 	

<p>3.1.5 Recognize, respect, and support the use of local and Indigenous Knowledge (cont.)</p>	<p>Engage with Indigenous peoples and communities to incorporate Indigenous Knowledge and Rights into environmental monitoring, management, and education & outreach programs (cont.)</p>	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> ● LICA continues to support Buffalo Lake Metis Settlement in their water monitoring program by providing technical reports and support to questions as they arise. ● Working with Cold Lake First Nation to identify potential monitoring and sampling synergies in the Acid Deposition Monitoring Plan. 	<p>WPAC AEG</p>
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3.2 SUPPORT THE DEVELOPMENT AND IMPLEMENTATION OF ENVIRONMENTAL MANAGEMENT PLANS AND STRATEGIES

STRATEGY	TARGET	PROGRESS	WORK PLAN
3.2.1 Support the continuous improvement and implementation of Management Frameworks for the Lower Athabasca Regional Plan (LARP)	Seek opportunities to provide input on the continuous improvement of the LARP, as applicable	<p><u>FIRST TO THIRD QUARTERS:</u></p> <ul style="list-style-type: none"> The Environmental Coordinator completed the LARP 10-year Review Summary Survey, required by the Alberta land Stewardship Act for the Government of Alberta. 	WPAC AEG
	Support the development of sub-regional plans, as applicable	<p><u>FIRST AND SECOND QUARTERS:</u></p> <ul style="list-style-type: none"> The IWMP Committee reviewed the Cold Lake Sub-Regional Plan to assist in the development of the Beaver River IWMP to ensure alignment between recommendations and targets. 	WPAC AEG
	Implement recommendations from updated LARP, as appropriate	<p><u>FIRST TO THIRD QUARTERS:</u></p> <ul style="list-style-type: none"> No requests have been presented at this time. 	WPAC AEG

<p>3.2.2 Develop an Integrated Watershed Management Plan for the Beaver River Watershed</p>	<p>Complete 2022-23 targets set forth within the IWMP project work plan</p>	<p><u>FIRST AND SECOND QUARTERS:</u></p> <ul style="list-style-type: none"> ● LICA is on target with the 2022-2023 IWMP work plan timeline, supported by the IWMP Committee. The following targets have been accomplished: ● Engagement session three was held on June 14th; in-person and on June 20th; virtually via Zoom. A private meeting with Metis Nation Region 1 was held in the morning on June 13th, followed by an afternoon private meeting with Buffalo Lake Metis Settlement. A third private engagement session was held on June 15th in the morning with Kehewin Cree Nation. ● The second draft of the IWMP was presented to the IWMP Committee and LICA Board of Directors for approval in May 2022. ● The final draft of the IWMP is currently being developed with the feedback received during the third round of engagement. 	<p>WPAC</p>
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> ● The final IWMP document was completed and approved by the Board of Directors in September 2022. ● The final IWMP Summary Document was completed and approved by the Board of Directors in November 2022. ● All IWMP documents are housed on the LICA Website. 	

<p>3.2.3 Work with municipalities, Indigenous Communities/Settlements, and WSGs to support the development and implementation of environmental management plans</p>	<p>Support the development of environmental management plans, as applicable</p>	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> LICA completed surveys and interview questions to aid the M.D. of Bonnyville and the City of Cold Lake in their development of an Intermunicipal Trails Master Plan, to ensure that environmental concerns in the area are considered. 	<p>WPAC</p>
<p>3.2.4 Implement approved environmental management work plans</p>	<p>Submit final financial and project reporting on all three Watershed Resiliency and Restoration Program (WRRP) grants</p>	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The Environmental Coordinator has completed all projects associated with the three WRRP work plans including the submission of final reporting. All final invoicing was completed prior to March 31, 2022, and final reporting and financials were completed and submitted prior to June 30, 2022, as outlined in the grant agreement. 	<p>WPAC</p>
	<p>Research, apply for and implement project specified grants related to environmental management</p>	<p><u>FIRST AND SECOND QUARTERS:</u></p> <ul style="list-style-type: none"> The Environmental Coordinator actively seeks grants related to environmental management to bring to the LICA Board of Directors to implement in the Region. Grant submissions will be completed in the next quarter. The WPAC Operating Grant will be submitted in October 2022 for another four-year term. 	<p>WPAC AEG</p>

3.2.4 Implement approved environmental management work plans (cont.)	Research, apply for and implement project specified grants related to environmental management (cont.)	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> The WPAC Operating Grant was submitted on September 28, 2022, to AEP. LICA applied for a WRRP project grant to support riparian intactness assessments in the Beaver River watershed. 	WPAC AEG
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OPTIMIZE AND EVALUATE

4.1 MANAGE AND IMPROVE ORGANIZATIONAL CAPACITY

STRATEGY	TARGET	PROGRESS	WORK PLAN
4.1.1 Encourage active participation from Board and committee members in LICA initiatives and events	Board members participate in LICA initiatives and events to further demonstrate their support	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> Several LICA Board members participated in IWMP engagement sessions and provided feedback via the online surveys. The LICA Chairperson participated in the IWMP in-person engagement session as a table facilitator during breakout sessions, to track feedback and support table discussion. 	WPAC AEG

4.1.1 Encourage active participation from Board and committee members in LICA initiatives and events (cont.)	Board members participate in LICA initiatives and events to further demonstrate their support (cont.)	<ul style="list-style-type: none"> Two LICA board members have supported CreekWatch sampling by assisting in recording GPS coordinates for sample locations and taking part in sampling events. 	WPAC AEG
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> Board Members were offered the opportunity to participate in Christmas initiatives held by LICA including the Operation Christmas Child Drive and the Local Food Bank Drive. 	
	Committee members participate in LICA initiatives and events, as required	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> Two IWMP Committee members participated in the IWMP in-person engagement session as table facilitators during breakout sessions, to track feedback and support table discussion. Several IWMP committee members also participated in IWMP engagement sessions and provided feedback via the online survey. One IWMP Committee member volunteered for CreekWatch sampling events. Several IWMP committee members also participated in IWMP engagement sessions and provided feedback via the online survey. 	WPAC AEG
		<p><u>SECOND QUARTER:</u></p>	

<p>4.1.1 Encourage active participation from Board and committee members in LICA initiatives and events (cont.)</p>	<p>Committee members participate in LICA initiatives and events, as required (cont.)</p>	<ul style="list-style-type: none"> ● One IWMP Committee member volunteered for CreekWatch sampling events. <p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> ● Committee Members were offered the opportunity to participate in Christmas initiatives held by LICA including the Operation Christmas Child Drive and the Local Food Bank Drive. 	<p>WPAC AEG</p>
<p>4.1.2 Provide professional development opportunities to LICA Board and committee members, and LICA staff</p>	<p>Provide the opportunity to each LICA Board and Committee member to attend at least one professional development workshop or information session, either hosted by LICA or other community groups</p>	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> ● Board Development Programs were disseminated in the second quarter to all Board and Committee members. The two programs below are offered at Alberta.ca and will be completed by the members in the third quarter. <ol style="list-style-type: none"> 1. Board Development Program - Building Strong Teams & Effective Relationships Wed, Nov 23, 2022, 1:30 PM MST (Free) 2. Board Development Program - Committees and Meetings Webinar Wed, Nov 16, 2022, 1:30 PM MST (Free) ● In the third quarter, all new Board and Committee members will also be forwarded the information to complete the above two courses. 	<p>WPAC AEG</p>

4.1.2 Provide professional development opportunities to LICA Board and committee members, and LICA staff	Provide the opportunity to each LICA Board and Committee member to attend at least one professional development workshop or information session, either hosted by LICA or other community groups	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> All new Board and Committee members were forwarded the information of the two Board Development Programs (as mentioned in the second quarter). 	WPAC AEG
	Provide at least one professional development opportunity per staff or contractor	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> LICA staff and contractors were provided with a link to cybersecurity training through the GoA, which is anticipated to be completed by the end of the third quarter of 2022-23. LICA staff members are encouraged to participate in courses, seminars, workshops, and other events that promote professional development and improve LICA's business operations. In addition to publicly accessible online resources, below outlines developmental opportunities that were funded by LICA in the second quarter: <p><u>VICKY KRAWCHUK, EXECUTIVE DIRECTOR:</u></p> <ul style="list-style-type: none"> JUL 7: Grant Writing 101 by the Community Development Unit JUL 20: Handling Feedback Online Workshop by EmployAbilities JUL 27: Problem Solving Online Workshop by EmployAbilities 	WPAC AEG

<p>4.1.2 Provide professional development opportunities to LICA Board and committee members, and LICA staff (cont.)</p>	<p>Provide at least one professional development opportunity per staff or contractor (cont.)</p>	<p><u>KAYLA HELLUM, ENVIRONMENTAL COORDINATOR</u></p> <ul style="list-style-type: none"> ● June 29: From Theory to Practice, Water Management in an Integrated World Webinar ● August 17: Cybersecurity training ● August 17: Cultural Self-Reflection – Indigenous Cultural Sensitivity Training ● August 30: Online Nutrient Monitoring Webinar ● September 28: Source Water Projection Risk Assessment Tool Demonstration – AWC ● October 12: Citizen Science Alberta Community of Practice Gathering Webinar ● October 27: What Beavers Teach Us: Bringing a New Perspective to Bear Ecology ● October 31: Knock, Knock, Knocking on Non-Natives Door Webinar: Invasive Specie Centre ● November 8: Managing temporarily suspended sediment releases to improve environmental and economic outcomes for river construction Seminar ● November 16: Committees and Meetings Webinar ● November 21: Bullying and Harassment Training ● November 22: Mountain Matriarchs: Endangered whitebark and limber pine recovery in Alberta Seminar <p><u>RACHEL BATES, EDUCATION AND OUTREACH COORDINATOR</u></p> <ul style="list-style-type: none"> ● Sep 12th - October 9: Environmental Education Outcomes certificate program by Cornell University 	<p>WPAC AEG</p>
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<p>4.1.2 Provide professional development opportunities to LICA Board and committee members, and LICA staff (cont.)</p>	<p>Provide at least one professional development opportunity per staff or contractor (cont.)</p>	<ul style="list-style-type: none"> ● Sep 20th: Emergency First Aid training at Safety Buzz <p><u>MICHAEL BISAGA, ENVIRONMENTAL MONITORING PROGRAMS MANAGER</u></p> <p>In June, the Environmental Monitoring Programs Manager completed the GIST 8128, ArcGIS 2: Advanced Data Management and Analysis course – a component of the Advanced Certificate in GIS at BCIT:</p> <ul style="list-style-type: none"> ● GIST 7100, Fundamentals of GIS (Complete 2022) ● GIST 7128, ArcGIS 1: Introduction (Complete 2021) ● GIST 7160, GIS Databases & Big Data (Enrolled Fall 2022) ● GIST 8118, GIS Remote Sensing (Complete 2021) ● GIST 8128, ArcGIS 2: Advanced Data Management and Analysis (Complete 2022) ● GIST 8140, Mapping & Cartography (Enrolled Fall 2022) ● GIST 8150, Capstone Project (Winter 2023) <p><u>TINA JOHNSON, ADMINISTRATIVE PROFESSIONAL:</u></p> <ul style="list-style-type: none"> ● Jun 8th: ALMS Key Findings Webinar ● Jun 28th -Jul 26th: Life 101-Mental & Physical Self-care ● Jul 6th: Creekwatch Sampling Training ● Jul 20th: Handling Feedback ● Jul 26th: current: Science Literacy ● Jul 27th: Problem Solving 	<p>WPAC AEG</p>
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<p>4.1.2 Provide professional development opportunities to LICA Board and committee members, and LICA staff (cont.)</p>	<p>Provide at least one professional development opportunity per staff or contractor (cont.)</p>	<ul style="list-style-type: none"> ● Jul 27th: Do What You Love, Love What You Do Webinar <p><u>LORI JODOIN, ADMINISTRATIVE PROFESSIONAL:</u></p> <ul style="list-style-type: none"> ● Nov. 30- Dec. 8 : Adobe Acrobat Pro DC 	<p>WPAC AEG</p>
<p>4.1.3 Maintain sub-committees for projects and programs as required</p>	<p>Maintain a standing Governance Committee (GC)</p>	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> ● A Governance Committee meeting was held on May 10, 2022. 	<p>WPAC AEG</p>
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> ● A Governance Committee meeting was held on September 7, 2022. 	
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> ● A Governance Committee meeting was held on November 21, 2022. 	
	<p>Maintain a standing Education and Outreach (E&O) Committee</p>	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> ● An E&O Committee meeting was held on June 16, 2022. 	<p>WPAC AEG</p>

4.1.3 Maintain sub-committees for projects and programs as required (cont.)	Maintain a standing Education and Outreach (E&O) Committee (cont.)	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> An E&O Committee meeting was held on September 8, 2022. 	WPAC AEG
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> An E&O Committee meeting was held on December 6, 2022. 	
	Maintain an ad-hoc Integrated Watershed Management Plan (IWMP) Committee	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> An IWMP Committee meeting was held on April 7 and May 17, 2022. 	WPAC
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> An IWMP Committee meeting was held on August 30, 2022, and September 9, 2022. 	
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> The IWMP Committee was reorganized into the LICA Watershed Committee at the Organizational Meeting on October 20th. This Committee will assist the Environmental Coordinator in her role and act as a working committee. A LWC meeting was held on December 1, 2022. 	

4.1.3 Maintain sub-committees for projects and programs as required (cont.)	Maintain an ad-hoc Acid Deposition Monitoring Program Expansion Committee (ADMPEC)	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The ADMPEC meeting was held on April 11, May 3, and June 9, 2022. 	OSM Deposition
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> Monthly reports were provided by the Manager of Environmental Monitoring Programs for the months of July and August 2022, as per the Committee's request, as no meetings were held over the summer months. The ADMPEC meeting was held on September 14, 2022. 	
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> THE ADMPEC meeting was held on November 29, 2022. 	
4.1.4 Use a consensus decision-making process for all LICA business	Ensure the continuity of the consensus decision-making process for all LICA business	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> A poster of LICA's consensus decision-making process is displayed in the board room. 	All

4.1.4 Use a consensus decision-making process for all LICA business (cont.)	Ensure the continuity of the consensus decision-making process for all LICA business	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> All new Board and Committee members received a booklet on consensus decision-making. Past Members were reminded of the resource for their reference. 	All
4.1.5 Develop and evaluate annual work plans	Develop annual work plans collaboratively with LICA Program Managers, Executive Director, and Officers, for Board approval	<ul style="list-style-type: none"> Annual Work Plans are developed in the third and fourth quarters. 	All
	Complete quarterly Strategic Plan Progress Reports for review by the Board	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> An Annual Work Plan meeting will be held in the early stages of the fourth quarter once the new staff hired are more familiarized with their roles. Officers of LICA have been invited to provide input as well. 	
		<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The first quarter Strategic Plan Progress Report was developed and presented at the June 23, 2022, Board of Directors Meeting. 	
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> The second quarter Strategic Plan Progress Report was developed and presented at the September 22, 2022, Board of Directors Meeting. 	
	<p><u>THIRD QUARTER:</u></p>		

4.1.5 Develop and evaluate annual work plans (cont.)	Complete quarterly Strategic Plan Progress Reports for review by the Board	<ul style="list-style-type: none"> The third quarter Strategic Plan Progress Report was developed and presented at the December 15, 2022, Board of Directors Meeting. 	All
4.1.6 Adaptively evaluate and improve the efficiency of LICA resources to ensure the organization's goals are achievable	Complete one annual performance review per staff or contractor, this includes the conclusion of probationary periods	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> The Executive Director concluded her probationary period in August 2022 and a performance review was completed by LICA's Board Officers in September 2022. 	All
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> Annual and probationary Performance Evaluations will be held in the fourth quarter. 	
	Conduct assessment(s) on LICA resources to ensure the organization is adequately equipped to conduct business	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> The Executive Director assessed the current LICA employee workplace environment with Staff. HR factors that determine that an organization is adequately equipped to conduct business include healthy and productive company culture, the inclusion of opinions and skill sets, training and development, and staffing and remuneration requirements. All concerns were brought forward to the HR Ad-Hoc Committee, Table Officers, and the Board of LICA. 	
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> The Education and Outreach Coordinator position was assessed by the Board and Executive Director to determine if the capacity 	

4.1.6 Adaptively evaluate and improve the efficiency of LICA resources to ensure the organization's goals are achievable (cont.)	Conduct assessment(s) on LICA resources to ensure the organization is adequately equipped to conduct business (cont.)	of the role was adequate for one employee. It was decided with new Board viewpoints, to divide the role into two positions of E and O Coordinators. Upon receiving applications and conducting interviews, a challenge arose to fill the part-time role. The new E and O Coordinator's workload will be reviewed in the next quarter to determine if a supportive role is beneficial.	All
4.1.7 Achieve organizational goals through collaboration of LICA staff and Board members	Encourage active participation and discussion during LICA meetings by providing the Board and Committee meeting materials in advance of each meeting	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> Electronic agendas and supporting documents are sent via calendar invitation to Board and Committee members one week in advance of meetings. The calendar invitation also includes a Microsoft Teams virtual meeting link and phone number to promote ease of accessibility. 	All
	Hold staff meetings monthly, at a minimum	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> LICA staff members and contractors meet monthly to discuss current projects, share knowledge and information, and collaborate on upcoming work in alignment with the 2022-23 annual work plans. 	
	Hold Officers meetings as needed	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> The Executive Director schedules meetings with the Officers and actions tasks via email, as necessary. 	

4.2 MAINTAIN A SOUND FINANCIAL MANAGEMENT AND REPORTING PROCEDURE

STRATEGY	TARGET	PROGRESS	WORK PLAN
4.2.1 Develop annual budgets for all revenue sources	Review Strategic Budget annually to assess financial needs	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> The 2023-2024 Draft Proposed Consolidated Budget was reviewed and accepted at the BOD meeting on June 23, 2022, and later accepted by LISC in September 2022. The finalized budget was presented to the Board at the BOD meeting in September for final approval. 	All
4.2.2 Secure funding required to implement work plans	Submit WPAC grant interim and annual reports by specified deadlines to ensure continuity of funding	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The WPAC grant agreement is a multi-year agreement ending March 31, 2023, providing LICA with \$195,000 in WPAC operational funds per fiscal year. The 2021-2022 Interim Report was submitted on April 14, 2022. 	WPAC
	Submit Airshed Engagement grant interim and annual reports by specified deadlines to ensure continuity of funding	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> The Airshed Engagement and Knowledge Translation grant agreement is a multi-year agreement ending March 31, 2023, providing LICA with \$38,000 in Airshed operational and engagement funds per fiscal year. The 2021-22 Interim Report was submitted on April 14, 2022. 	AEG

4.2.3 Manage finances in accordance with the Generally Accepted Accounting Principles (GAAP)	Complete monthly financial reports to present to Board of Directors outlining expenditures from all revenue sources	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> A comprehensive financial report is prepared and presented to the Board of Directors at each monthly meeting. The report includes a summary of outstanding accounts receivables and a detailed budget-to-actual report, which breaks down each source of revenue. 	All
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> The monthly financial report was prepared and presented to the Board Officers via email during the months of July and August in lieu of BOD meetings. 	
4.2.4 Conduct an independent annual financial review	Contract a professional accountant to complete an annual financial review for the organization	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> Work has been completed with LICA's accountant at Baker Tilly (formerly Ross & Sylvestre) for LICA's 2021-2022 financial review. The 2021-22 financial statement was reviewed and submitted to the Alberta Government prior to the June 30th deadline. 	WPAC AEG

4.3 MAINTAIN SOUND GOVERNANCE PRACTICES

STRATEGY	TARGET	PROGRESS	WORK PLAN
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4.3.1 Continuously review and improve organizational bylaws, policies, and procedures	Engage Governance Committee for annual bylaw review and recommend amendments to the Board, as needed	<ul style="list-style-type: none"> As per Policy 1.4 – <i>Bylaws</i>, it was determined that no changes to the bylaws were necessary for this fiscal year. As such, the Governance Committee did not conduct a review of LICA’s bylaws. 	All
	Review policies and procedures triennially at a minimum and amend as needed	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> The review of 1/3 of all LICA policies commenced for 2022. 	
4.3.2 Conduct an annual review of the Strategic Plan	Hold an annual strategic planning session with Board of Directors. Update the 5-year plan and strategic budget as required	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> A Strategic Planning Session workshop was conducted with the LICA Board of Directors, staff, and contractors on May 12, 2022, to brainstorm the next five-year strategic plan. This workshop was facilitated by a third-party contractor, Parsons Dialogue. Further refinement of the strategic plan will occur this fiscal year; therefore, keeping on track with completing the plan by the end of the fourth quarter. 	All
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> LICA staff and contractors provided an internal review of the proposed Plan Draft to the Consultant. The document was finalized and presented to the Board via email for review. The 2023-28 Strategic Plan was presented to the Board in September while obtaining Board approval. 	

<p>4.3.3 Develop and maintain Terms of Reference for all committees and subcommittees</p>	<p>Develop and/or review terms of reference for all LICA committees for approval by the Board</p>	<ul style="list-style-type: none"> Approved Terms of Reference are in place for the E&O Committee, the Governance Committee, the IWMP Committee, and the ADMPE Committee. <p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> All Terms of Reference were reviewed at the first Committee meetings for all LICA Committees. The IWMP Committee was reorganized to form the LICA Watershed Committee. Terms of Reference were reviewed on December 1st and updated to correctly represent the new Committee. 	<p>All</p>
<p>4.3.4 Host an Annual General Meeting to elect Board members and to inform the general membership of current LICA activities and initiatives</p>	<p>Hold an AGM and complete elections for Board of Director positions</p>	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> LICA's Annual General Meeting is scheduled for October 6, 2022, from 6:00 pm – 8:00 pm at Metis Crossing by Smoky Lake. The event will be held with both in-person and virtual options. A ticket fee of \$20 will be charged to help subsidize the AGM budget. <p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> LICA's AGM commenced on October 6th, where three new Board members were elected. LICA successfully obtained one one-year term Community Director, one two-year term Community Director, and one two-year term Non-Governmental Organization Director. 	<p>All</p>





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Strategic Plan Q3 Progress Report Summary

LICA remains on target with the annual work plans in the third quarter. Some key highlights include:

Convene and Collaborate:

- Achieved:
 - i. The IWMP was completed and approved by the LICA Board of Directors in September 2022.
 - ii. LICA is utilizing all advertising streams for events, job ads, etc. Social media is becoming more interactive for the public to increase awareness of LICA. This quarter's Facebook and Instagram posts have been surpassed, and a substantial increase in followers and page likes have been obtained.
 - iii. Municipality engagement was maintained as all job advertisements, the Final IWMP document, and Legacy Signs were distributed through municipalities in the LICA region. As well, a Bonnyville Town Council meeting was attended.
 - iv. Indigenous engagement was maintained by distributing Legacy Signs to four Indigenous Nations.
 - v. 11 out of 20 members have been enrolled in the Association thus far.
 - vi. An Education and Outreach Coordinator and Administrative Professional were both successfully hired, onboarded, and in training.
 - vii. The MLBMS completed winter dissolved oxygen monitoring at Muriel Lake, with the use of LICA equipment.
 - viii. The Education and Outreach Coordinator has begun discussions with the NGO Director, to commence planning for the EnviroWeek Kickoff in early June, for the KOLB campaign in Lac La Biche.
 - ix. The AAC (Alberta Airsheds Council) is planning a conference for early 2024 about air quality monitoring and management.

- In Progress:
 - i. Due to the resignation of the Education and Outreach (E and O) Coordinator in the second quarter, all programming was canceled and on hold, until a new candidate was successfully obtained. A new full-time E and O Coordinator commenced employment on November 21st and all programming and presentations resumed thereafter.

Educate and Inform:

- Achieved:
 - i. The 2022 Youth Calendar Contest concluded on October 14, 2022. The contest's theme was Living Green and garnered a total of seven entries. Due to a lack of submissions, the calendar was supplemented with six entries by youth from the 2018-2022 Photo Contest.
 - ii. The final PAMS report is expected to be completed by the end of December 2022.
 - iii. The Cold Lake, St. Lina, Tamarack, and the PAMS monitoring stations provided the AQHI as intended. The AQHI lantern was deployed in the Bold Centre in Lac La Biche.
- In Progress:
 - i. The E and O Coordinator is yet to provide any classroom presentation with an airshed focus this fiscal year.
 - ii. Collaboration with Little Green Thumbs is yet to be established, and hopes to deliver programs within the fourth quarter are planned.
 - iii. The Fall Newsletter was put on hold due to the resignation of the current E and O Coordinator at the end of the second quarter. This task will be completed in the new year by the new E and O Coordinator.
 - iv. With the new E and O Coordinator hired this quarter, the attendance of five community events will be reached in the fourth quarter.
- Incomplete:
 - i. Due to the resignation of the E and O Coordinator in the second quarter, all programming was canceled and on hold, until a new candidate was successfully obtained. Shoreline Cleanups will commence next spring.

Influence and Improve:

- Achieved:
 - i. LICA continues to support Buffalo Lake Metis Settlement in its water monitoring program by providing technical reports and support to questions as they arise.
 - ii. The final IWMP Summary Document was approved by the Board in November 2022. All IWMP documentation is housed on the LICA website.
 - iii. The WPAC Operating Grant was submitted on September 28th to AEP.
 - iv. LICA applied for a WRRP project grant to support riparian intactness assessments in the Beaver River watershed.
 - v. The Moose Lake soil acidification monitoring plot was sampled in October 2022. Samples were collected and prepared for analysis at the Northern Forestry Centre in Edmonton. The analysis is underway, and reporting is expected to be complete in early Q4.

- vi. The Cold Lake, St. Lina, and Tamarack monitoring stations operated as intended this quarter. The St. Lina and Tamarack Stations underwent 'refits' to reorganize analyzer layout and remove redundant tubing and wiring.
- vii. Four acid-sensitive lakes were sampled on the CLAWR. These lakes were identified in the Acid Deposition Monitoring Strategy as good candidates for monitoring due to their susceptibility to acidification.
- viii. Four major components of the Acid Deposition Monitoring Strategy were implemented in Q3: enhancement of the passive monitoring network, sampling of the Moose Lake acid deposition monitoring plot, sampling of four acid-sensitive lakes on the CLAWR, and deployment of wet deposition samplers
- ix. The 2021 report was completed and posted on the LICA website. Once the 2022 report for Moose Lake is complete, it will also be posted online (expected Q4).
- x. The QAP audit was completed in October 2022; work is underway to address the findings. LICA is working with PRAMP to share the costs of implementing improvements to the QAP in response to both airsheds' recent audits.
- xi. Working with Cold Lake First Nation to identify potential monitoring and sampling synergies in the Acid Deposition Monitoring Plan.

- In Progress:

- i. Repurposing the Beaver River Valley Monitoring has been paused pending their potential use to support the implementation of the Acid Deposition Monitoring Strategy.

Optimize and Evaluate:

- Achieved:

- i. Board and Committee Members were offered the opportunity to participate in Christmas initiatives held by LICA including the Operation Christmas Child Drive and the Local Food Bank Drive.
- ii. Staff continued to partake in various professional development opportunities this quarter.
- iii. All Committee meetings were held in November and December for the four LICA Committees.
- iv. The Education and Outreach Coordinator position was assessed by the Board and Executive Director to determine if the capacity of the role was adequate for one employee. It was decided with new Board viewpoints, to divide the role into two positions of E and O Coordinators. Upon receiving applications and conducting interviews, a challenge arose to fill the part-time role. The new E and O Coordinator's workload will be reviewed in the next quarter to determine if a supportive role is beneficial.

- In Progress:

- i. An Annual Work Plan meeting has been arranged with the LICA Staff and Officers to be held in early January.
- ii. Annual and probationary Performance Evaluations will be held in the fourth quarter.

Reallocation of 2021 AEG Carry Over Funds

AEP Grant Carry Over \$10, 243.35

Recommendation for Allocation			
GL Code	Description	Amount	Notes
56500	Stipends	\$ 4,700.00	Avg \$1950/month. Approved budget remaining \$3034.33 needed for the remaining four months, \$4760.00
56510	Maintenance - Snow Removal	\$ 900.00	Contract to be received. Quoted \$939.75 for snow cleaning. \$105/hr for hauling. (\$700) As well, as to purchase ice melt for the office. Five bags in the season at \$20 each = \$100 and additional maintenance \$100
56400	Office Supplies	\$ 500.00	Snow scraper, snow shovel, paper, stationary needs, computer upgrades if necessary, office décor/plants
56610	E and O Programs - Community Garden	\$ 500.00	Benches, fruit trees, flowering shrubs, signage for gazebo, QR code signage (LICA FB page, Community Garden Page, etc), compost area signage, garbage and recycle bins, another shed?, family events in the winter to help decorate birdhouses, signage, decorative pieces for the garden)
56455	Volunteer/Staff Appreciation	\$500.00	Staff team building activities, recognition of highly active volunteers
54100	Staff Wages	\$3,000.00	Staff training, hiring payroll overlap expenses. If we allocate this we should not have to access reserve.
56900	Xerox	\$ 143.35	Additional expected printing cost.
Total Re-Allocated		\$10,243.35	
	Left to reallocate	\$0.00	



UNIVERSITY
nuhelot'ine thaiyots'j nistameyimâkanak
BLUE QUILLS

Ph: 780.645.4455 Fx: 780.645-5215 www.bluequills.ca
Treaty Six Territory Box 279 St Paul Alberta Canada T0A 3A0

University nuhelot'ine thaiyots'j nistameyimâkanak Blue Quills

File#: **BQ-I380-22**

INSTRUCTIONAL SERVICES AGREEMENT
(HEREINAFTER REFERRED TO AS THE "AGREEMENT")

BETWEEN

University nuhelot'ine thaiyots'j nistameyimâkanak Blue Quills
(HEREINAFTER REFERRED TO AS "THE UNIVERSITY")

AND

LAKELAND INDUSTRY AND COMMUNITY ASSOCIATION (LICA)
(HEREINAFTER REFERRED TO AS "YOU")

WHEREAS the University is desirous of obtaining Your services for the purpose of performing the Services.

AND WHEREAS You are desirous of performing the Services for the University on the terms and conditions herein set out:

WITNESSETH that in consideration of the premises and covenants herein, the parties agree as follows:

1.0 Definitions

In this Agreement, the following expressions have the following meanings:

1.1 "Agreement" means this instructional services agreement between the University and You and the following schedules appended hereto:

1.1.1 Schedule "A" - Description of Work.

1.1.2 Schedule "B" - Payment Terms

1.1.3 Schedule "C" - Mission, Vision, and Philosophy Statements of the College.

1.2 "University" means **University nuhelot'ine thaiyots'j nistameyimâkanak Blue Quills**

- 1.3 “Fee” means the fee payment referred to in Schedule “B” – attached.
- 1.3 “Materials” means any and all works prepared, whether literary, dramatic, musical, artistic or otherwise, in connection with or related to the provisions of the services under this Agreement, including but not limited to class syllabus, outlines, notes, handouts, presentations, and workbooks.
- 1.4 “Services” means the activities provided by You as herein provided, particulars of which are described on Schedule “A” – attached.
- 1.5 “Term” means the period commencing on the effective date and ending on the ending date as detailed below in Section 2.1.
- 1.6 “You” means You as an individual, regardless of whether You operate under a proprietorship, partnership, corporation or any other form of business structure unless otherwise agreed to in writing and further evidenced by a formal written amendment to this Agreement.

2.0 General

- 2.1 It is hereby acknowledged that the original curriculum was created by Keyano College with contributions from the University and You and that any materials used and added to the curriculum can contain logos representative of You and the University.
- 2.2 It is hereby agreed that based on Your skills, experience and knowledge, that You will provide research and instructional services to the University for the period commencing **May 16, 2022** (the “Effective Date”) and ending **May 20, 2022** (the “Ending Date”).
- 2.3 The University hereby retains You and You hereby accept the retainer by the University for the purpose of providing the Services to the University.
- 2.4 You will provide the Services during the Term in accordance with, and subject to, the terms and conditions hereof and in accordance with the Schedules listed under Section 1.1.
- 2.5 You shall devote the necessary time and effort to ensure the performance of the Services in accordance with this Agreement.
- 2.6 Solicitation of students, staff, management or directors of the University for personal and/or professional gain is strictly prohibited and will be considered a material breach of this Agreement resulting in immediate termination.

3.0 Specific Scope of Services

- 3.1 The details of specific Services to be provided by You are outlined in Schedule “A”.
- 3.2 As payment for the Services, the University will pay to You the Fee and expense reimbursement as set out on Schedule “B”, in the manner and at the time or times set out therein.

4.0 Relationship

- 4.1 You are an independent contractor. Neither of us is a legal representative of the other. Neither of us is legally a partner of the other and You are not our employee or franchisee. Nothing in this Agreement constitutes You, or any of Your personnel an employee, agent or servant of the University, for the greater certainty of the relationship of You to the University is that of independent contractor. The University shall not be liable for the acts, omissions, neglect or default of You, or Your personnel in connection with this Agreement or the performance or non-performance of Services.
- 4.2 Since You are an independent contractor,
 - 4.2.1 The University will not make any Canada Pension Plan, Employment Insurance, Income Tax or any other deductions from the Fee that we pay You under this agreement. Accordingly, You are responsible to ensure that the entire amount of any compensation received pursuant to this agreement is included in Your annual income tax return and that You make any applicable deductions/remittances on Your own behalf.
 - 4.2.2 You will not use, nor shall You permit any person employed by or otherwise related to You to use identifying marks of the University other than in the proper performance of the Services and in accordance with University policy applicable thereto.
 - 4.2.3 You have no claim or cause of action against the University arising out of or in connection with any actions, claims, suits, damages, losses or liabilities sustained in whole or in part as a result of any loss, injury, death or disability sustained by You in the course of providing services under this agreement or as a result of any breach of any of the terms of this Agreement.
 - 4.2.4 You have no claim or cause of action against the University arising out of or in connection with any actions, claims, suits, damages, losses or liabilities sustained in whole or in part as a result of any property damage or loss sustained by You in the course of providing services under this agreement or as a result of any breach of any of the terms of this Agreement.
 - 4.2.5 Your obligations pursuant to section 4.2.3 shall survive and continue after the termination of this Agreement.
 - 4.2.6 You are solely responsible for the supervision, control, compensation and health and safety of Yourself and Your employees and subcontractors if any.

- 4.2.7 You will carry adequate comprehensive general and professional liability insurance with limits acceptable to the University and will supply the University with proof of such insurance upon request by the University.
- 4.2.8 You will comply with all applicable statutes, laws, regulations and by-laws including, without limitation, any applicable employment standards and occupational health and safety laws.
- 4.2.9 You shall have proof of an account in good standing with the Workers' Compensation Board (Alberta) and such accounts shall remain in good standing for the duration of the Term except as otherwise noted below in Section 4.2.10. Coverage shall include all Your employees as well as personal coverage for any employers, proprietors, partners and directors performing work at the University.
- 4.2.10 The University will provide You personally with Workers' Compensation coverage during the term of this agreement if You do not have coverage through another source but in no event shall this coverage extend to any of Your employees, subcontractors, proprietors, partners or directors.

5.0 Notice

- 5.1 Any notice, request, demand or other communication to be given hereunder by any party shall be duly given or made when communicated by one of the forms of communication hereafter set forth, to the party to which such notice, demand or other communication is required or permitted to be given or made under this Agreement at the address designated by such party. The forms of communication and the time at which a communication in any such form shall be deemed for the purposes of this agreement to have been received are:
- 5.1.1 prepaid registered mail, on the 3rd business day following the date of mailing; and
- 5.1.2 personal delivery in writing to the designated addressee, on the business day of the actual receipt.

The address of each of the parties hereto is until otherwise advised as follows:

The University at:

University nuhelot'ine thaiyots'į nistameyimâkanak Blue Quills

Box 279

St. Paul, AB

T0A 3A0

Attention: Sheila Poitras

You at:

Lakeland Industry and Community Association

Box 8237, 5107W - 50 St.
Bonnyville, AB
T9N 2J5
Attention: Kristina Morris

6.0 Quality

- 6.1 You will provide services to the University's students in a manner that is consistent with the University's quality standards. Failure to comply with the University's quality standards may be considered a breach of this Agreement.
- 6.2 You will ensure that objectives of the University and program are attained as defined by the University, and that Your services are aligned and consistent with the Vision, Mission and Philosophy statements of the University, as reproduced in Schedule "C".

7.0 Assignment

- 7.1 This Agreement is personal to You. You may not assign this Agreement, in whole or in part, or use subcontractors for any services without our express written consent. The University may assign this Agreement without Your consent.

8.0 Materials

- 8.1 Any and all Materials prepared by You pursuant to this Agreement whether literary, dramatic, musical, artistic or otherwise are the property of the University. You hereby permanently assign to the University all rights, title and interest in the Materials.
- 8.2 You will comply with federal copyright and trade-mark law as set out in the *Copyright Act*, R.S.C. 1985, c.-C-42 and *Trade-marks Act*, R.S.C. 1985, c-T-13. You will not reproduce in any form or use any copyrighted or trade-marked materials without the consent of the owner of the copyright or trade-mark and shall be solely liable for any claims, suits, damages, losses or liabilities sustained in whole or in part as a result of such reproduction or use.
- 8.3 Intellectual property rights in the Materials shall immediately, as soon as they come into existence, vest in and remain the property of the University. You shall have no right in or to any such intellectual property rights in the Materials.
- 8.4 You permanently and irrevocably waive all moral rights in their entirety to the Materials including but not limited to any and all moral rights to be associated with the Materials and to the Materials' integrity.
- 8.5 The University is responsible for providing textbooks, classroom supplies and reproduction services for student materials.

- 8.6 You are responsible for providing the University with digital copies of all Materials used in the instruction and assessment of the course in a readily editable format when available. The Materials must be provided to the University no later than five (5) business days after the later of the final exam, last assignment, or last class.
- 8.7 If You fail to provide the University with digital copies of all Materials as per the terms of this Agreement and Schedule "A" the University reserves the right to withhold any and all compensation for Fee(s) and expenses indefinitely until the University receives said Materials. The University further retains the right to reduce the amount of compensation set forth in Schedule "B" for any costs and expenses associated with collecting the Materials as well as a monthly administrative cost equal to a maximum of 5% of the total Fee(s) payable to You as per Schedule "B" until the University receives the Materials.

9.0 Indemnity

- 9.1 You shall indemnify and save harmless the University of and from any and all claims, actions, losses, expenses, costs or damages of every nature and kind whatsoever which the University may suffer as a result of any act or omission, negligent or otherwise, of You, Your employees, subcontractors, proprietors, partners or directors.
- 9.2 Your obligations pursuant to Section 9.0 shall survive and continue after the termination of this Agreement.

10.0 Invoices

- 10.1 You shall submit invoices to the University, listing separately the Fee(s) and any miscellaneous expenses. The original receipts for any miscellaneous expenses that the University deems necessary must accompany the invoices submitted. Invoices must be submitted to the University's Finance Department with Your name, address, date, term of services and rate clearly indicated.
- 10.2 As a contractor, the University will pay You as a vendor. The University is a "First Nations entity", which means that the University is owned or controlled by seven First Nations communities. The services acquired on or off the University campus are not subject to GST. Therefore, the University will not pay GST on the services rendered by You.
- 10.3 Invoices submitted for services provided will be paid at the end of each month as per this Agreement with the University. Your invoice must be submitted to our Finance Department within 3 to 5 days of the last working day of the month.

11.0 Term and Termination

- 11.1 The term of this agreement commences on **May 16, 2022** and expires on **May 20, 2022**, unless ended earlier in accordance with this section.

- 11.2 Should You or the University desire to amend the services for Fee(s) as outlined in Schedule “A” or Schedule “B”, then a new agreement must be executed by both parties reflecting the amended items. The new agreement once executed will supersede this and all prior agreements. You and the University both retain the absolute right to arbitrarily withhold consent to any or all amendments to this Agreement and have no duty whatsoever to negotiate any such amendments in good faith or otherwise.
- 11.3 The University may terminate this Agreement without cause at any time upon 7 days prior written notice to You.
- 11.4 The University may terminate this Agreement immediately upon any material breach or non-performance of the terms and conditions hereof upon written notice.
- 11.5 The University will terminate this Agreement immediately upon written notice if You solicit students, staff, management or directors of the University for personal and/or professional gain.
- 11.6 The University may terminate this Agreement immediately upon written notice if You shall fail to provide the Services as required herein, including neglecting or refusing to devote the necessary time, attention, energy and skill to the performance of the Services.
- 11.7 The University retains the absolute discretionary right to immediately terminate this agreement upon written notice without further obligation or compensation in the event of drug abuse or alcohol abuse by You whether or not such substance abuse materially affects Your ability to carry out your responsibilities with respect to this Agreement and whether or not such substance abuse occurs on the University’s premises.
- 11.8 If the University decides to cancel the course or You are not carrying out the responsibilities with respect to this Agreement for whatever reason, the University reserves the right to cancel this Agreement without further obligation or compensation upon written notice.
- 11.9 Certain acts or omissions are so serious as to warrant immediate termination. If You breach any of the terms of this Agreement, or make any material misrepresentation to us, the University may terminate this Agreement at any time, on written notice. You agree that the University’s only obligation is to provide notice and that the University is not liable for any claims or losses if we do so.
- 11.10 The University retains the absolute discretionary right to immediately terminated this agreement upon written notice without further obligation or compensation if You or any of Your representatives are responsible for or associated with any events or conduct which is likely to have an adverse effect on the University, the reputation of the University, or the University’s representatives as determined solely in the discretion of the University.
- 11.11 The University retains the absolute discretionary right to immediately terminate this agreement upon written notice without further obligation or compensation if You, as a result of any mental or physical disability or illness, results in You being unable to substantially perform You duties in accordance with this Agreement.

11.12 In addition, either of us may terminate this agreement without notice or action if a receiver or trustee for the benefit of creditors is appointed for the other, or if the other becomes subject to any proceedings under the laws relating to bankruptcy, insolvency, winding up, dissolution or the relief or debtors.

11.13 If this Agreement ends or You are terminated for any reason, the University's sole and maximum liability will be to only pay You for work satisfactorily performed up to and including the date of such termination.

11.14 Any responsibilities or sections of this Agreement which by their nature extend beyond the termination or expiration of this Agreement will survive and remain in effect.

12.0 Confidential Information

12.1 You shall not, either during the term of this Agreement or at any time thereafter, disclose to any person, firm or corporation any information concerning the business, affairs or clients of the University, which You may have acquired in the course of or incidental to this agreement. The University does not want to receive, from You, any confidential information of Yours or that of a third party.

12.2 You will not disclose, nor shall You permit any person employed or associated with or by You to disclose (except in the proper performance of the Services) any information of a private or confidential nature gained in or in relation to the performance of the Services.

13.0 Interpretation

13.1 All headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

13.2 This Agreement shall be construed in accordance with and governed by the laws of the Province of Alberta.

13.3 This Agreement represents the full understanding between You and the University.

13.4 If any provision of this Agreement or application of any provision of this Agreement to any circumstances shall be held to be invalid, unenforceable or illegal, such provision or the application of such provision to such circumstances shall be deemed to be independent and severable from the remaining provisions of this Agreement and the remaining provisions or the application of the provisions of this Agreement to other circumstances shall not be affected thereby and shall be valid and enforceable to the full extent permitted by law.

13.5 All recitals and schedules to this Agreement are expressly incorporated in and form an integral part of this Agreement.

13.6 Wherever the neuter gender is used it shall be interpreted to include the masculine and the feminine and the singular shall include the plural and vice versa where the context requires.

By signing below each of us agrees to the terms of this Agreement and as further detailed in Schedules "A" and "B".

This Agreement supersedes all prior arrangements and understandings between You and the University respecting the subject matter hereof. This Agreement may not be changed or terminated orally by or on behalf of either party.

IN WITNESS WHEREOF, this Agreement has been executed this ___ day of _____, 20 ___.

Agreed to:
**University nuhelot'ine thaiyots'ï nistameyimâkanak
Blue Quills**

Box 279
St. Paul, AB
T0A 3A0
(780) 645-4455

Signed: _____


Print: _____

Title: _____

Date: _____

Agreed to:
Lakeland Industry and Community
Association

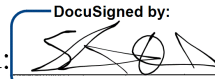
Box 8237, 5107W-50 St.
Bonnyville, AB
T9N 2J5
(780) 812-2182

Signed:  _____
DocuSigned by:
558D49D4614E45A...

Print: Amanda Avery-Bibo

Title: Chairperson

Date: 5/9/2022

Signed:  _____
DocuSigned by:
C1DCEEB7C8FC46F...

Print: Sheena Oman

Title: vice chair

Date: 5/9/2022

Schedule "A"

DESCRIPTION OF WORK

With respect to File #BQ-I380-22 between **Lakeland Industry and Community Association** and **University nuhelot'ine thaiyots'į nistameyimâkanak Blue Quills**

1.0 Instructor Information

1.1 Name in Full: **Lakeland Industry and Community Association**

1.2 Degrees/Diplomas:

1.3 Business Address: **Box 8237, 5107 – 50 St.**

Bonnyville, AB T9N 2J5

1.4 Phone (Bus): **(780) 812-2182** Fax: **(780) 812-2186**

1.5 Phone (Res): Mobile:

1.6 Email (Bus):

1.7 Email (Res):

2.0 Course Information

2.1 General Program Area:

2.2 Program/Course/Seminar:

2.3 Course Title and Number: **Air Monitoring ENVM 107**

2.4 Start Date: **May 16, 2022**

2.5 End Date: **May 20, 2022**

2.5 Day(s): Various Time(s): 9:00 a.m. to 5:00 p.m.

2.6 Location: On-line or On Campus

2.7 Total numbers of classes: 5

2.8 Total weeks of instruction (including exams): 1

2.9 Total hours of instruction (including exams): 40

3.0 Specific Scope of Services

- 3.1 You are responsible, in consultation with the Program Coordinator, for the preparation of class Materials, delivery of exercises and Materials, marking of assignments and submission of a final mark and Materials to the Program Coordinator.
- 3.2 You are responsible, in consultation with the Program Coordinator, for the preparation and provision of any audio-visual equipment needed for the course. If that equipment is available through the University, You are responsible for reserving or otherwise booking that equipment and ensuring its availability for the course.
- 3.3 Maintain regular communication with the Program Coordinator regarding student performance and attendance, and other matters related to the course.
- 3.4 You are responsible for providing the University with digital copies of all Materials used in the instruction and assessment of the course in a readily editable format when available. The Materials must be provided to the University no later than five (5) business days after the later of the final exam, last assignments, or last class.

SCHEDULE "B"

PAYMENT TERMS

University nuhelot'ine thaiyots'j nistameyimâkanak Blue Quills

With respect to File # **BQ-I380-22** between **Lakeland Industry and Community Association** and **University nuhelot'ine thaiyots'j nistameyimâkanak Blue Quills**.

1.0 Fees and Expense Reimbursement

- 1.1 As compensation for the full and faithful performance of the Services prescribed in accordance with the terms of this Agreement and the specific scope of Services outlined in Schedule "A", **University nuhelot'ine thaiyots'j nistameyimâkanak Blue Quills** shall pay You a fee payment of **\$0,000.00 (Zero dollars and zero cents)** (the "Fee"), as this course is being delivered "**in-kind**".
- 1.2 The Fee will be issued to You for the instruction of **ENVM 107** under the following conditions:
 - 1.2.1 Submit Course outlines and learning objectives to the Program Office;
 - 1.2.2 Prepare and present the Course as noted above;
 - 1.2.3 Evaluate and grade students, as required;
 - 1.2.4 Counsel students during the period of the Course, as required;
 - 1.2.5 Assist in the review of the student appeals, if necessary;
 - 1.2.6 Attend meetings as needed or upon request of the Director;
 - 1.2.7 Adhere to respective program policies and procedures;
 - 1.2.8 Submit a digital copy of all Materials used in the Course;
- 1.3 Claims for expenses can be submitted to the registrar of the University for approval and reimbursement.
- 1.4 Expenses that are generally appropriate for reimbursement are those related to the preparation and distribution of course Materials and DO NOT include travel, food, lodging, parking or mileage, which are to be accounted for in the Fee payment.
- 1.5 Without approval by the registrar of the University no amount for expenses will be payable by the University on account of expenses and disbursements made by You.
- 1.6 Payment on Your contract will be made on Your last working day of each month as per mutual agreement with the University. Invoices are to be issued to the University as outlined in the section entitled "Invoices" in Section 10.0 of the Agreement.

SCHEDULE "C"

- 1.0 You will ensure that objectives of the University and program are attained as defined by the University, and that Your services are aligned and consistent with the Vision, Mission and Philosophy statements of the University, as reproduced below:

MISSION STATEMENT

Blue Quills First Nations Board of Governors will address the spiritual, emotional, physical, and mental needs of the seven member First Nations through the delivery of quality education programs.

The University is dedicated to increasing and accessing educational opportunities for students by empowering them to overcome barriers that restricts success in college and university settings.

The University believes the maintenance and enhancement of culture contributes to positive self-esteem and, therefore, encourages participation in the learning environment.

VISION STATEMENT

Kiskinohtayhiwewin
Our Spirit... Our Life... Our Way...

University nuhelot'ine thaiyots'į nistameyimâkanak Blue Quills will continue to honour (the) Nistameymahkanak dreams and visions for generations yet unborn.

Blue Quills, guided by the seven member First Nations, will facilitate the process of pro-active change in learning. The college environment will reflect our cultures, values, ancestral knowledge, traditions and relationships, nurturing learners to achieve their individual goals and meet the collective need.

Blue Quills will provide a meaningful and balanced curriculum, bringing the uniqueness of our culture into an education setting.

EDUCATIONAL PHILOSOPHY

At the core of the Blue Quills philosophy of education
is the guidance of the Creator, our Mother Earth, our language
and the Natural Law: Love, Honesty, Sharing and Determination

MINA

Our Treaty Rights include a wholistic education which nurtures the four dimensions
of a healthy, strong whole person: Mental, Spiritual, Physical, and Emotional;

EKWA

Based on lifelong learning that is intergenerational, experiential/process oriented,
recognizing the gift, ability, knowledge, diversity, humor...

EKWA MINA

This learning is facilitated in collaboration with the University
and members of the seven First Nations,

EKOSI MACIKAH

Dependent, independent and interdependent learning.

1.9 COMMITTEES**INTENT:**

The work of LICA is accomplished through the establishment of committees.

1.9.1 DIRECTIVES:

- 1.9.1.1** The Board has the power to appoint committees.
- 1.9.1.2** Committees function under Board-approved policy and Terms of Reference.
- 1.9.1.3** Committees provide reports and recommendations to the Board.
- 1.9.1.4** The Executive Director or designate shall participate in and provide support to each committee of the Board.
- 1.9.1.5** The Board Chair shall be an ex-officio member of all committees, with all the rights of a regular committee member.
- 1.9.1.6** Committee members are appointed by the Board.
- 1.9.1.7** Committees must have at least one Board member appointed to the Committee; one Board member must be present at all meetings. Committee Chairs will be chosen at the first Committee meeting of the year. ~~Board members appointed and in attendance at the Committee meeting will be responsible for reporting to the Board at the following Board meeting. The Committee Chair will report to the Board through a summary document forwarded to the LICA Admin Staff prior to the next Board meeting.~~
- 1.9.1.8** Individuals may serve on a maximum of two committees at the same time.
- 1.9.1.9** The Board develops all committee Terms of Reference, in consultation with the Governance Committee, relevant contractors and staff, including the Executive Director.
- 1.9.1.10** Terms of Reference are to be reviewed annually by both the committee and the Board.

1.9.2 IMPLEMENTATION:**1.9.2.1 Standing Committees**

- 1.9.2.1.1** The Board may create standing committees based on organizational need.
- 1.9.2.1.2** Committee members shall be appointed or removed by the Board, with consideration given to the specific projects, geographical areas, or required expertise.

Review Dates: August 25, 2004; Sep 2006; May 2009; December 5, 2013; March 6, 2014; June 26, 2017; February 26, 2018; May 27, 2020; October 20, 2022

Approval Dates: November 29th, 2001; Sep 27, 2006; May 28, 2009; March 6, 2014; September 7, 2017; September 3, 2020; October 20, 2022

1.9.2.2 Ad hoc Committees

1.9.2.2.1 The Board may appoint ad hoc committees as required, with appropriate representation.

1.9.2.2.1 Committee members shall be appointed or removed by the Board, with consideration given to the specific projects, geographical areas, or required expertise.

1.9.2.3 Committee Terms of Reference

1.9.2.3.1 Committee terms of reference are part of the Board's self-governance policy, and should include:

- Name, type, authority, and duration of committee,
- Purpose,
- Key duties and responsibilities,
- Membership and how appointed,
- Meetings,
- Resources,
- Budget,
- Reporting process,
- Evaluation and termination procedures, and
- Approval and review dates.

Review Dates: August 25, 2004; Sep 2006; May 2009; December 5, 2013; March 6, 2014; June 26, 2017; February 26, 2018; May 27, 2020; October 20, 2022

Approval Dates: November 29th, 2001; Sep 27, 2006; May 28, 2009; March 6, 2014; September 7, 2017; September 3, 2020; October 20, 2022

LICA

Customer Aged Summary As at Dec 08, 2022

AR REPORT

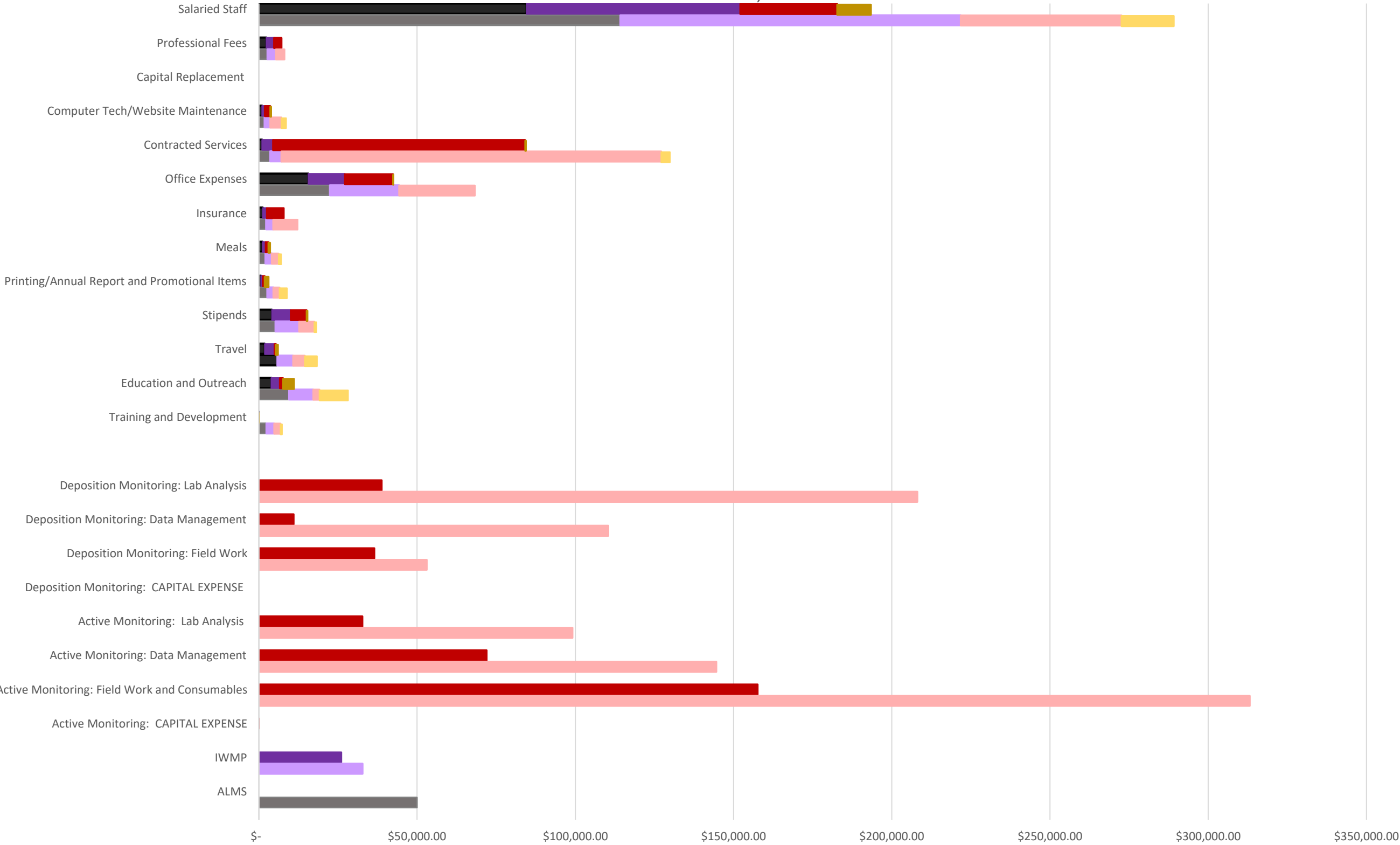
Name	Total	Current	31 to 60	61 to 90	91+
Alberta Environment & Parks	35,772.05	0.00	0.00	35,772.05	0.00
Cenovus Energy Inc.	9,794.13	0.00	0.00	9,794.13	0.00
Strathcona Resources Ltd	4,258.14	0.00	0.00	4,258.14	0.00
Total outstanding:	49,824.32	0.00	0.00	49,824.32	0.00

Generated On: Dec 08, 2022

NOTE: No Concerns

LICA Consolidated Finances to Date

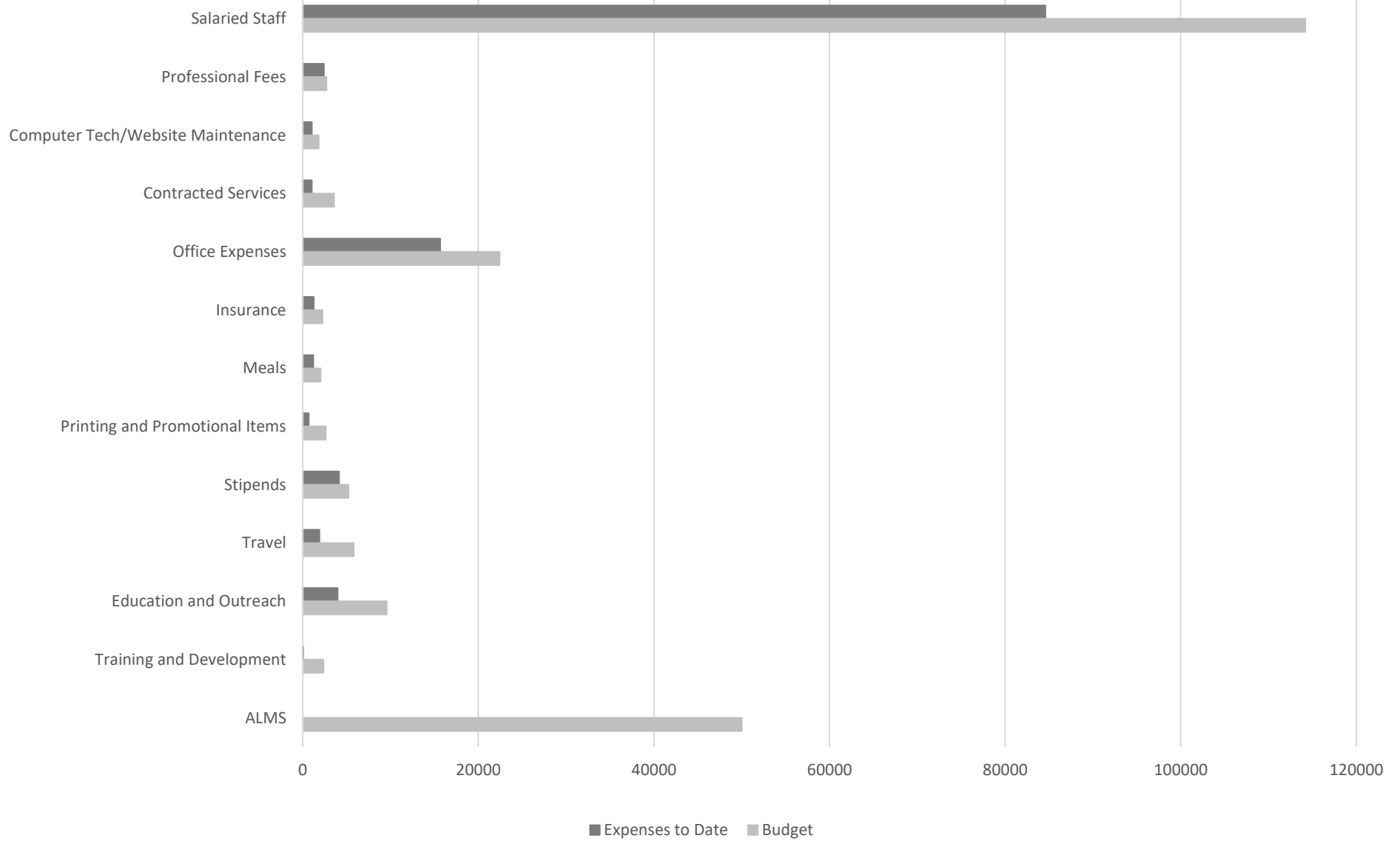
November 30, 2022



Industry and Membership Funding
 Industry amd Membership Funding Budget
 WPAC Grant
 WPAC Grant Budget
 Airshed Contract
 OSM/Airshed Budget
 AEG
 AEG Budget

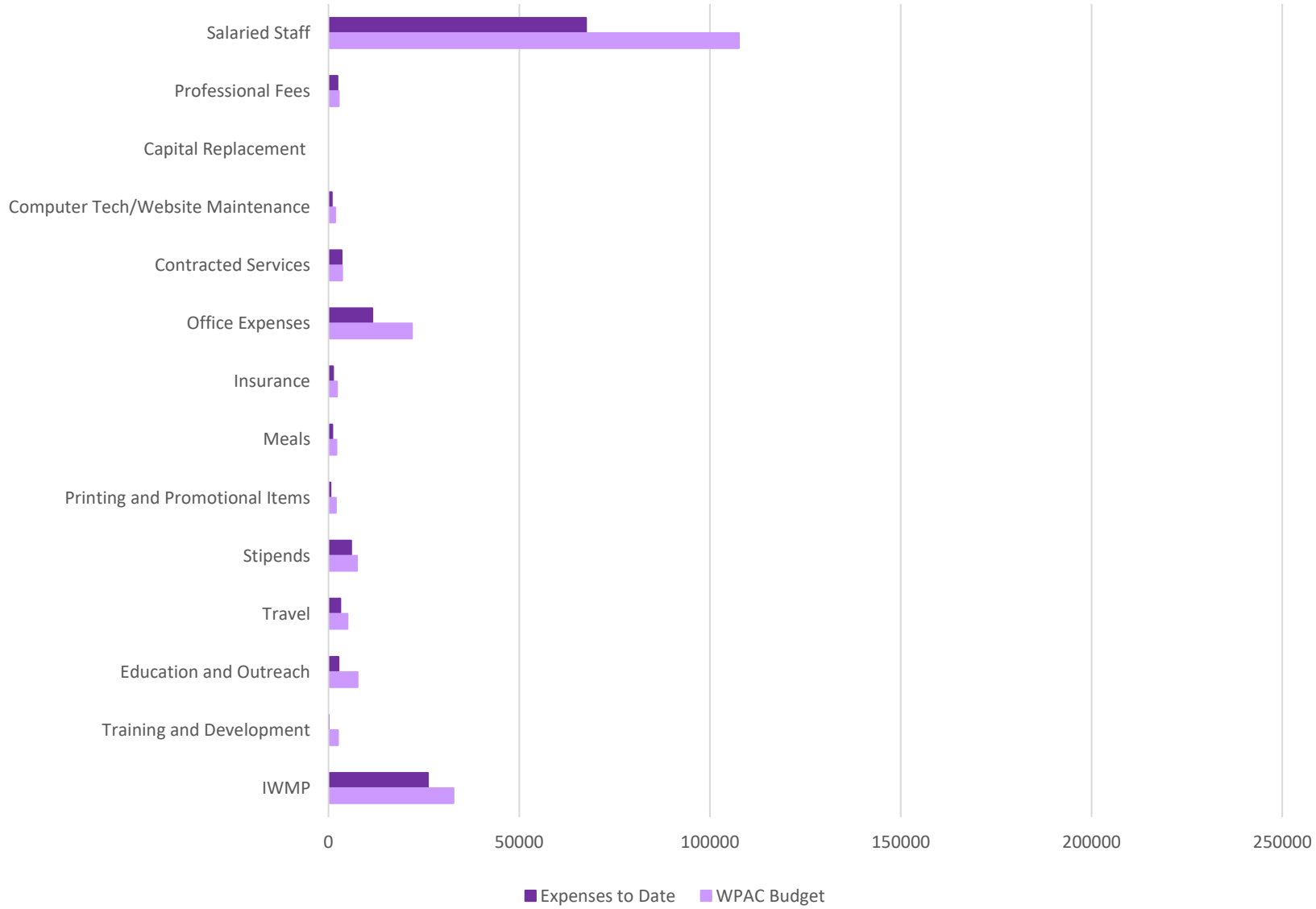
Industry and Membership Funding Expenditures to Date

November 30, 2022



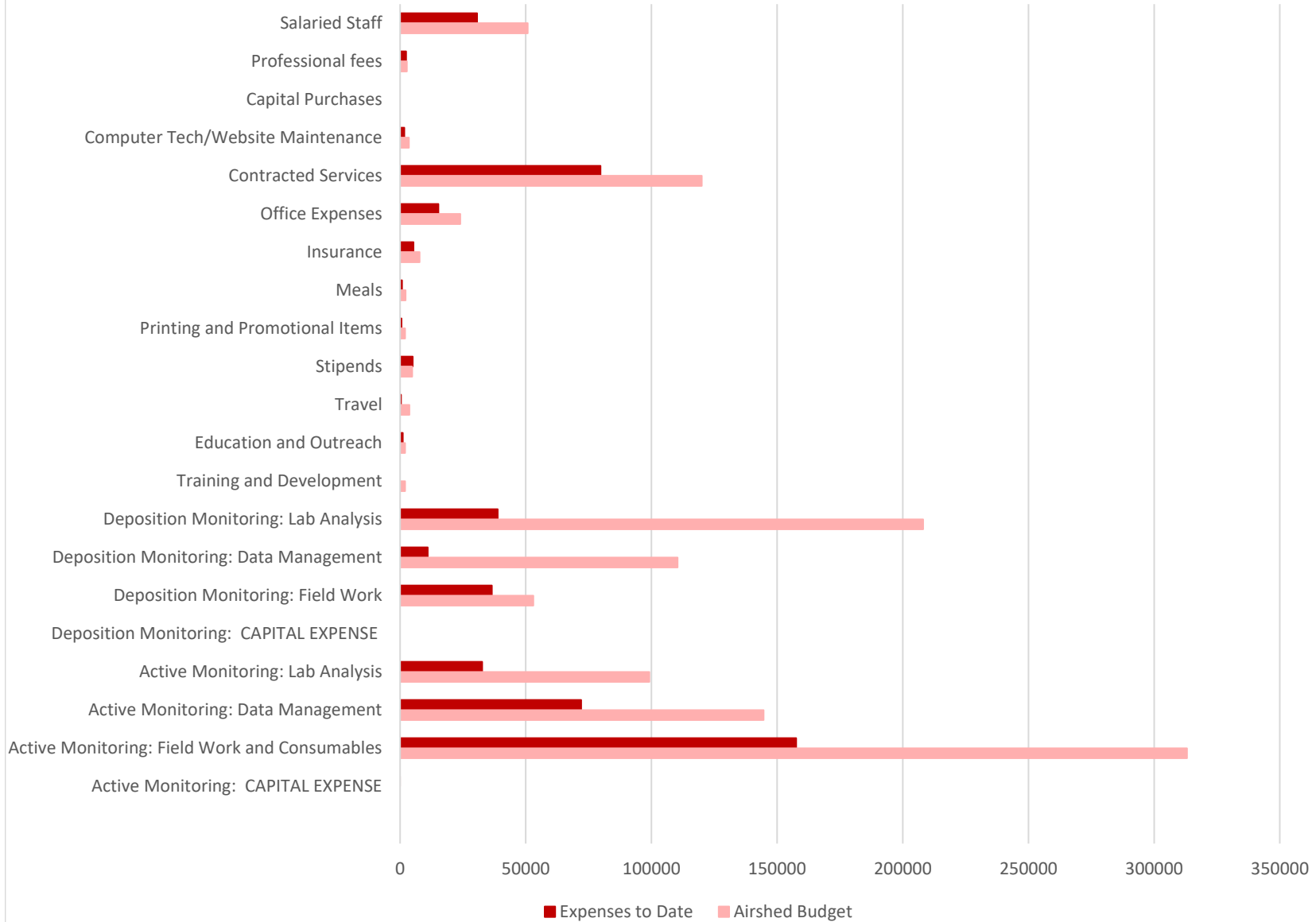
WPAC Grant Expenditures to Date

November 30, 2022



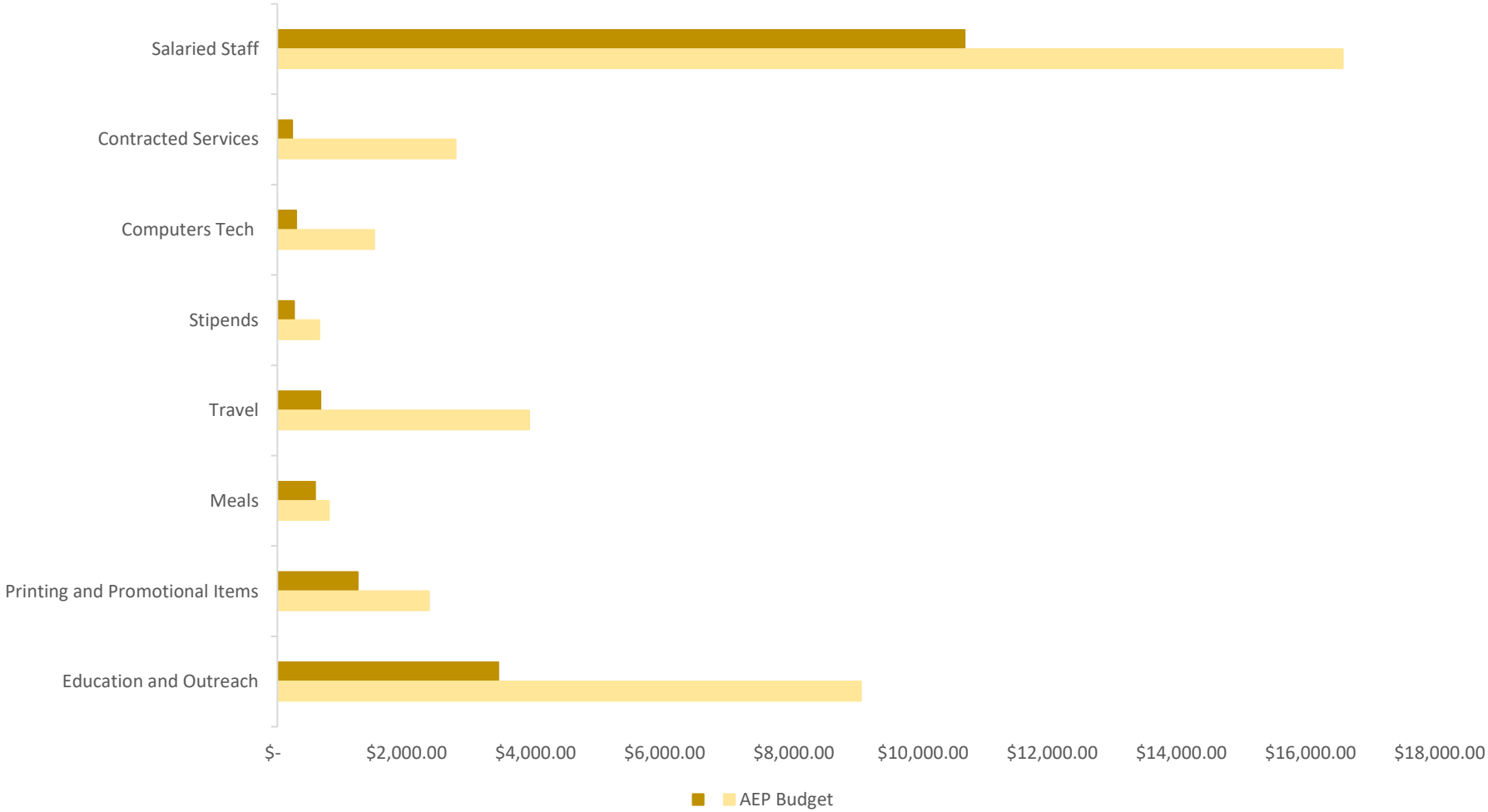
Airshed Contract Expenditures to Date

November 30, 2022



Airshed Engagement Grant

November 30, 2022





Lakeland Industry and Community Association

8237, 5107W - 50 Street, Bonnyville, AB T9N 2J5

☎ 780 812-2182 📠 780 812-2186 🌐 www.lica.ca

Acid Deposition Monitoring Program Expansion Committee Meeting Minutes

Tuesday, November 29, 2022

9:00 a.m. – 12:00 p.m.

LICA Boardroom and via Microsoft Teams

Present: Brent McGarry (Via Microsoft Teams)
Leo Paquin
Andrea Woods (Via Microsoft Teams)
Jennifer O'Brien (Via Microsoft Teams)
Salim Abboud (Via Microsoft Teams)
Kevin Glowa (Via Microsoft Teams, arrived at 9:23 a.m.)

Observers and Guests:

Staff and Contractors: Vicky Krawchuk, LICA Executive Director
Michael Bisaga, Manager, Environmental Monitoring Programs
Eveline Hartog, LICA Administrative Professional
Lori Jodoin, LICA Administrative Professional

Regrets: Wally Qiu
Heather Harms
Desiree Parenteau
Clarence Makowecki
Greg Wentworth
Amanda Avery Bibo
Sean Mercer
Fin MacDermid

1.0 **CALL TO ORDER**

Vicky Krawchuk, LICA Executive Director, called the meeting to order at 9:06 a.m.

1.1 **Territorial Acknowledgement**

1.2 **Introductions**

1.3 Vision, Mission, and Values

1.4 Roll Call

1.5 Approval of Agenda

1.5.1 November 29, 2022 ADMPEC Agenda

#1 Moved by Leo Paquin AND CARRIED that the November 29, 2022, ADMPEC Agenda be approved as presented.

1.6 Approval of the Minutes

1.6.1 September 14, 2022, ADMPEC Meeting

#2 Moved by Andrea Woods AND CARRIED that the September 14, 2022, ADMPEC minutes be approved as presented.

2.0. CHAIRPERSON APPOINTMENT

2.1.1 Appointment of Committee Chairperson

The Acid Deposition Monitoring Program Expansion Committee (ADMPEC) appointed Leo Paquin to be chairperson of the committee by acclamation.

3.0 POLICY REVIEW

3.1.1 Committee Terms of Reference

The Committee reviewed the ADMPEC Terms of Reference document. The following changes were recommended to the Board of Directors.

#3 Moved by Leo Paquin AND CARRIED that the ADMPEC Terms of Reference be accepted as amended.

3.2 Policy Review

3.2.1 Policy 1.5 Decision-Making Process

The ADMPEC reviewed Policy 1.5 *Decision-Making Process* for information with the Executive Director.

3.2.2 Policy 1.12 Volunteer Hours

The ADMPEC reviewed Policy 1.12 *Volunteer Hours*.

3.2.3 Policy 1.13 Confidentiality

The ADMPEC reviewed Policy 1.13 *Confidentiality* and each member was requested to sign a copy for retention by LICA if they had not already done so.

3.2.4 Policy 2.7 Board and Committee Expenses and Remuneration

The ADMPEC reviewed Policy 2.7 *Board and Committee Expenses and Remuneration* for information.

3.2.4.1 Expense Claim Form

The Executive Director reviewed the LICA Expense Claim Form with the Committee.

3.2.4.2 Direct Deposit Option

The ADMPEC members eligible for stipends were given the option to complete the Direct Deposit form noting that a VOID cheque will be required to accompany the form.

3.2.5 Committee Member Sign-On

The Acid Deposition Monitoring Program Expansion Committee was requested to complete the Board and Committee Sign-On sheet for retention by the Financial Coordinator. Members who had already completed this form were not required to do so.

4.0. ONGOING BUSINESS

4.1.1 Oil Sands Monitoring Program Planning and Budgets for the 2023-24 Cycle

The Manager of Environmental Monitoring Programs indicated that the Oil Sands Monitoring Program budget and workplans have been submitted. These were effectively the same as last year's and take into consideration the costs of implementing the Acid Deposition Monitoring Strategy (the Strategy). The proposed budget of approximately \$1.3 M and accounted for the current inflation rates in the budget preparations. It is now in the review process by the Air and Deposition Technical Advisory Committee of OSM and we should hear back within a couple of months.

4.1.2 Regional Modelling Outputs: GEM-MACH Updated Runs

The Manager of Environmental Monitoring Programs reminded the committee that the GEM-MACH modelling has informed many of the ADMPEC's decisions in the Strategy about where monitoring should be located. GEM-MACH is a computer model run by the federal government (ECCC); the current modelling run has not yet been completed and is still being tweaked and updated. The Manager indicated that he would wait until the runs are completed before he updates the maps for LICA's acid deposition monitoring strategy.

5.0 OTHER BUSINESS

5.1 Implementation Status

5.1.1 Complete (September): Passive Monitoring Network Enhancements

The Manager of Environmental Monitoring Programs indicated that in September, LICA proceeded with passive monitoring network enhancements for the October deployment of passive samplers; the current suite of parameters (SO₂, NO₂, H₂S, ozone) were enhanced with indicators of acid deposition (HNO₃ and NH₃). The first months' data are available and the Manager intends to use the data to create concentration maps to understand potential deposition patterns. LICA's Data and Reporting Specialist has worked with Alberta Environment and Protected Areas (EPA) to configure the data warehouse to accept our data. LICA will use this data to examine annual deposition rates. He informed the Committee that the data is available to anyone to access.

The next steps will be to continue to enhance our existing passive network over the next year and increase passive monitoring site density in the higher deposition zones. These additions will be made in January – March 2023.

5.1.2 Complete (October): Acid-Sensitive Soil Sampling at Existing Site – Moose Lake

The soil sampling at our existing site at Moose Lake Provincial Park was conducted in October; analysis commenced in November and reporting will be completed in January – March 2023. This data will be compared to the previous year's sampling events (2010-2014-2018-2022).

A Committee member inquired if the permit used to obtain the soil samples was a research permit; LICA's monitoring is conducted on crown land and requires a research permit to proceed. As part of the conditions of the permit, the government requires notification of when LICA is going to the sites and what the data shows. It was also asked if a Protective Notion (PNT) was attached to our permits and the Committee was told that LICA does have this long-term protection with a PNT.

5.1.3 Complete (November): Acid Sensitive Lakes Sampling: Caribou, Underwood, Lake #599, Lake #UN-5

The November sampling of acid-sensitive lakes took place near CNRL and Cenovus operations. These lakes were identified as being potentially acid-sensitive. The analytical report should be completed in January 2023; the data will be used to determine critical loads of these lakes which in turn will be compared to deposition rate estimates. The Manager of Environmental Monitoring Programs indicated that LICA would also use the data collected from other sources such as ALMS and EPA to assist in examining the deposition patterns and potential effects.

The Manager expressed his appreciation and thanks to Cenovus and CNRL for their assistance in coordinating the work on time and safely.

5.1.4 Anticipated (December): Deployment of Collectors and Commencement Of Wet Deposition Sampling

The Manager of Environmental Monitoring Programs briefed the Committee on the anticipated deployment of collectors for the wet deposition sampling. There have been supply chain delays and ordering backlogs, but he is confident that the collectors will be available in December and weekly sampling can commence in January 2023. He will complete the contract in December with Wisconsin State University to do the analytical work

The Manager reminded the Committee that these collectors will be deployed in high deposition areas such as Tamarack and at transitional areas between high and low deposition rates.

5.1.5 Planning (December-February): Denuder Construction, Training and Deployment

Denuder construction has been another area of delay due to supply issues with some of the components. The Manager expects the denuders to be ready in the new year for deployment in January-March 2023. He is looking at deploying five with some at existing monitoring stations and some at more remote locations; one would be located on the Cenovus property at the Air Weapons Range. The remote denuders would be solar powered which makes it easier for deployment.

The next step regarding the denuders will be LICA's training on their use and data collection and this training will be provided by Wood Buffalo Environmental Association. (WBEA).

5.1.6 Planning (February-April): Ion Exchange Resin Site Establishment, Training, Deployment

The Manager of Environmental Monitoring Programs reminded the Committee of the deployment schedule and analysis of the ion exchange resin facet of the acid deposition monitoring strategy. The ion exchange units will be deployed for six months in the spring of 2023 (May-October) with the second deployment scheduled to begin in the fall of that year (November-April). The majority of the sites used for the ion exchange sampling are at existing LICA passive sites. Electric bear fences, which are solar powered, will be erected around the devices.

The WBEA lab is currently developing capacity to do this sampling work in-house and will be ready to receive LICA's spring samples in the fall of 2023.

5.1.7 Planning (April-June): Field Screening for New Acid Sensitive Soil Monitoring Site

The Manager of Environmental Monitoring Programs reviewed the two maps that, once digitized, will be another layer of data used to determine future soil monitoring sites. LICA's two existing northern monitoring sites are right on the edge of the high deposition zone. Future soil sensitive sites will be established in the area of highest deposition but the Manager will wait for the modelling runs to

be updated before final selections are made. Spring 2023 will see LICA scout suggested sites; scouting will include collecting a simple soil sample from each site to confirm that the soil is suitable for long-term soil monitoring. Once selected, the new site will be sampled according to the acid-sensitive soil monitoring protocol in the fall of 2023.

6.0 ACTION LIST

6.1 Follow-up on Action List

6.1.1 Action List for September 14, 2022, ADMPEC Meeting

The Committee reviewed the action list from the September 14, 2022, meeting, noting:

- Item 2.1.2, request EPA to do a presentation to the Committee concerning the new management framework.
- Item 2.1.3, This item is still in progress since modelling runs are still being done. Update to Winter 2023.
- Item 3.1.1.1, still in progress. Update to Winter 2023.
- Item 3.1.3.2 is completed and a thank you to Jennifer, Leo, and Wayne for all their assistance.
- Item 3.1.4 still in progress. Change to April 2013.

7.0 UPCOMING MEETING DATES

7.1 Board Meeting – December 15, 2022 LICA Christmas Luncheon

7.2 Next ADMPEC Meeting

The Committee agreed that a Poll should be sent out in mid-January, 2023 to pick a date for the next ADMPEC meeting which would be held late January or early February, 2023.

8.0 ADJOURNMENT

Meeting adjourned at 11:09 a.m.

#4 Moved by Kevin Glowa AND CARRIED that the meeting be adjourned.

Approved on: _____
Date

Signature

LICA

Lakeland Industry and Community Association

Acid Deposition Monitoring Program Expansion Committee (ADMPEC)

Terms of Reference

The Lakeland Industry and Community Association (LICA) formed an Acid Deposition Monitoring Program Expansion Committee (ADMPEC) to assist in the development and oversight of the expansion of LICA's Acid Deposition Monitoring Program (the Program); the expansion of the Program will be completed in phases, ~~and this Terms of Reference applies to Phase One of the ADMPEC.~~ Phase One of the expansion will address development of an acid deposition monitoring plan (the Plan) to meet the needs of new regional regulatory compliance acid deposition monitoring and reporting requirements (Appendix A). Phase Two will address implementation of the Plan. Phase Three will address further enhancement of the Program to implement a complete regional approach to acid deposition monitoring and reporting. The ADMPEC is an ad-hoc committee of LICA which shall report its activities and requests to the Board for approval. The ADMPEC is supported by representation from industry, government, indigenous communities, and the public, which allows for a diverse insight, expertise, and support for the development of recommendations for acid deposition monitoring.

1.0 Purpose

- 1.1 To support the LICA Board's Vision and Mission.
- 1.2 To operate within LICA Board approved work plans and budget and be accountable to the LICA Board of Directors regarding oversight of the implementation, operation, reporting, and management of the ADMPEC.
- 1.3 To make recommendations related to messaging about acid deposition monitoring issues, goals, objectives, targets, recommendations, and other items related to the AMDPEC.
- 1.4 Deliver relevant, accurate, reliable, and credible data and information that addresses stakeholder needs and priorities.
- 1.5 ~~To address Phase 1 objectives by December 30, 2021 and~~ To develop and implement an acid deposition a monitoring plan that meets regulatory compliance needs including:
 - (a) for air:
 - (i) a plan to monitor dry and wet deposition;

(b) for soil:

- (i) identification of soils that are sensitive to acid deposition and will likely receive aerial deposition inputs;
- (ii) a plan to monitor soil quality at locations representative of the soils identified in (b) (i);
- (iii) a description of how soil quality data collected under this program will be used to determine potential acidification effects under periods of increased sulphur dioxide emissions;

(c) for water:

- (i) a summary of existing water quality data collected to date and analysis of the results;
- (ii) a plan to monitor water quality for water bodies which will likely receive aerial deposition inputs;
- (iii) identification of local water bodies that are sensitive to acidification;
- (iv) a description of how water quality data collected under this program will be used to determine potential acidification effects under periods of increased sulphur dioxide emissions;
- (v) a plan to develop triggers for further enhanced surface water quality monitoring to determine impacts of aerial deposition inputs;

(d) reporting schedule for monitoring activities conducted for (a) through (c)

2.0 Operating Principles

2.1 The ADMPEC will follow LICA's Vision and Mission and will operate within LICA's policies in support of the Strategic Plan.

2.2 The ADMPEC will meet ~~monthly~~-quarterly at a minimum.

2.3 The ADMPEC will report to the Board, and when needed, be responsible for facilitating Board discussion regarding their recommendations.

2.4 The ADMPEC will ensure that the Plan effectively addresses regulatory compliance needs.

2.5 Members will actively participate and contribute to regular meetings and the group's work.

2.6 Members will communicate with employers, organizations, and stakeholders

they represent about ADMPEC's objectives, priorities, and accomplishments, as well as any issues that may need to be resolved.

- 2.7 Meetings will be documented with summary notes, decision records and action logs to be issued within a reasonable time for review by the ADMPEC prior to the final issue. These will be made available to all ADMPEC members as part of the review process.
- 2.8 The ADMPEC will strive for consensus recommendations and decisions. If it becomes clear that the ADMPEC cannot make a consensus recommendation, the recommendation of the majority and the non-consensus position(s) will be presented for the Board to decide.
- 2.9 Outside expertise may be invited to contribute as required as directed by the Technical Staff.

3.0 Membership

The membership of the ADMPEC is made up of the Manager of Environmental Monitoring Program, Executive Director, Manager of Environmental Programs, core members, and resource members. Core members are selected by the sectors that they represent or are appointed by the LICA Board. Resource members are included by invitation of the Manager of Environmental Monitoring Programs or Executive Director.

- 3.1 The ADMPEC chair shall be a Committee member appointed by the eCommittee at their first meeting after the AGM annual general meeting. Board Director appointed by the Board and must be present at all committee meetings.
- 3.2 The Chair of the Board may attend as ex-officio.
- 3.3 Community members may be appointed by the Board and shall be eligible for remuneration and expenses according to LICA policy.
- 3.4 The Board may request additional members from among Industry, Government, and Non-Government organizations to be appointed from their respective sectors and may be eligible for remuneration and expenses according to LICA policy.
- 3.5 The core membership will be Board approved.

3.6 Core Membership

- 3.6.1 Alberta Environment and Protected Areas and Parks (AEPEPA) – Sector nominated
- 3.6.2 Alberta Energy Regulator (AER) – Sector nominated
- 3.6.3 Industry, Oil & Gas – Sector nominated

- 3.6.4 Agriculture – Sector nominated
- 3.6.5 LICA Board Directors – Board appointed
- 3.6.6 Indigenous Communities – Sector nominated
- 3.6.7 Environmental Organizations & Special Interest Groups – Sector nominated
- 3.6.8 Municipal Governments – Sector nominated
- 3.6.9 Community Members – Board appointed
- 3.6.10 Scientific and Academic Organization & Institutions – Sector nominated

3.7 Resource Membership

- 3.7.1 Third-Party Contractors
- 3.7.2 Data and Reporting Specialist, LICA
- 3.7.3 Fisheries and Oceans
- 3.7.4 Environment Canada
- 3.7.5 Government Health Representatives
- 3.7.6 Industry Representatives
- 3.7.7 Education and Outreach Committee, LICA
- ~~3.7.8 Technical Working Group, LICA~~
- [3.7.9](#) AEP Technical Monitoring Expertise
- ~~3.7.10~~ [3.7.9](#) Agriculture and Agri-food Canada
- ~~3.7.11~~ [3.7.10](#) Crown-Indigenous Relations and Northern Affairs Canada (CIRNAC)
- ~~3.7.12~~ [3.7.11](#) Others as required

4.0 Meetings

- 4.1** Committee meetings will comply with Policy 1.6 Board and Committee Meetings.

5.0 Roles and Responsibilities of the ADMPEC and its Members

5.1 ADMPEC Members (in general)

- 5.1.1 Actively participate in meetings and provide technical knowledge and

support, as well as the viewpoints of the sector, stakeholder and profession they represent.

- 5.1.2 Develop monitoring and reporting recommendations for acid deposition.
- 5.1.3 Assess material monthly and make recommendations as required regarding the development and implementation of the Plan.
- 5.1.4 Provide support for planning future phases of the Program.
- 5.1.5 Keep the development of the Plan in alignment with LICA's Strategic Plan and budget.
- 5.1.6 Engage other expertise as needed from member organizations and/or others.
- 5.1.7 Consider the application of Quality Assurance and Quality Control functions as required by LICA's Quality Assurance Program in the development of the Plan.

6.0 Specific ADMPEC Member Roles

6.1 Manager of Environmental Monitoring Programs

- 6.1.1 Act as ADMPEC Vice-Chair to convene meetings and prepare agendas.
- 6.1.2 Report to the LICA Board as a representative of the ADMPEC.
- 6.1.3 Keep the Oil Sands Monitoring ~~Secretariat (OSMS)~~ Air Technical Advisory Committee informed of the development of the Plan. Seek funding ~~from OSMS for Phase 2 to support~~ (implementation of the Plan) ~~and Phase 3 (enhancement of the regional Program).~~
- 6.1.4 Ensure the ADMPEC operate cost-effectively and within budget.

6.2 Manager of Environmental Programs

- 6.2.1 Participate in meetings and provide watershed technical expertise in the development of the Plan
- 6.2.2 Ensure alignment with the Integrated Watershed Management Plan.

6.3 Executive Director

- 6.3.1 Advise the ADMPEC on LICA policies as required.
- 6.3.2 Act as a liaison between other LICA committees and the ADMPEC.

6.3.3 Maintain collaborative relationships with stakeholders.

6.4 Education & Outreach Coordinator

- 6.4.1 Advise the ADMPEC on best practices to engage with the public for input on the Plan.
- 6.4.2 Assist in coordinating and delivering outreach activities to engage the public, such as forums.
- 6.4.3 Promote the development and progress of the Plan to the public and disseminate materials as they become available.

6.5 Board Director

- 6.5.1 Act as a liaison between the LICA Board and ADMPEC.

6.6 Administration Staff

- 6.6.1 Arrange for minute taking and distribution of minutes and other meeting materials.

6.7 Industry Member(s)

- 6.7.1 Understand and represent their sector's interests and regulatory requirements.

~~6.7.2 Fund Phase One activities of the ADMPEC as required.~~

6.8 Agriculture Representative(s)

- 6.8.1 Understand and represent their sector's interests and regulatory requirements.

6.9 Community Member(s), Environmental Organization(s) & Special Interest Group(s)

- 6.9.1 Represent the public interest, bringing a local perspective to the Plan.
- 6.9.2 Ensure that the programs are operated in a transparent manner.

6.10 Indigenous Representative(s)

- 6.10.1 Ensure ~~Traditional-Indigenous~~ Environmental Knowledge is recognized and integrated into the Plan.

6.11 ~~AEP- EPA AP~~ and AER Representative(s)

- 6.11.1 Provide advice and technical input regarding the operations and design of the Plan.

6.11.2 Provide a link to other Government of Alberta and Regulatory staff and resources.

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6.11.3 Act as a liaison regarding regulatory requirements, policy development, and approvals.

6.12 Scientific and Academic Organization & Institution(s)

6.12.1 Provide advice and technical input regarding the operations and design of the Plan.

6.13 Third-Party Contractor(s)

6.13.1 Perform duties according to approved standards and protocols as per their current contracts.

7.0 Evaluation

7.1 The ADMPEC shall review its Terms of Reference and evaluate its objectives annually.

Appendix A:

Amending Approval: 68492-01-06

Alberta Energy Regulator

Environmental Protection and Enhancement Act

Reviewed: September 16, 2021; November 29, 2022
Approved: June 24, 2021



AMENDING APPROVAL

ALBERTA ENERGY REGULATOR

ENVIRONMENTAL PROTECTION AND ENHANCEMENT ACT
R.S.A. 2000, c.E-12, as amended.

APPROVAL NO.: 68492-01-06

APPLICATION NO.: 027-68492

EFFECTIVE DATE: October 18, 2019

EXPIRY DATE: May 31, 2022

APPROVAL HOLDER: Cenovus Energy Inc.

Pursuant to Division 2, of Part 2, of the *Environmental Protection and Enhancement Act*, R.S.A.2000, c.E-12, as amended, the approval for the following activity:

Foster Creek enhanced recovery in-situ oil sands or heavy oil processing plant and oil production site

is amended as per the attached terms and conditions, and Schedules I to XI.

A handwritten signature in blue ink, appearing to read "Shay Dodds".

Shay Dodds, P.Eng.
Manager, In Situ South, Authorizations Branch
Alberta Energy Regulator

October 18, 2019

Reviewed: September 16, 2021; November 29, 2022
Approved: June 24, 2021

Environmental Protection and Enhancement Act Approval No. 68492-01-00 is hereby amended as follows:

1. Conditions 3.18, 3.19, 3.20 and 3.21 are deleted and the following is substituted:
 - 3.18 Notwithstanding Table 3.1, the sulphur dioxide emissions from the plant shall not exceed 7.0 tonnes per day (on a calendar day basis) for the period commencing from October 18, 2019 and ending on December 31, 2020.
 - 3.19 Notwithstanding Table 3.1 and Condition 3.18, the approval holder may bypass one (1) non-regenerative sulphur unit train for repair and maintenance provided that:
 - (a) a minimum uptime of 90% is maintained for each non-regenerative sulphur unit on an annual basis, for the period commencing from February 13, 2019 and ending on December 31, 2020;
 - (b) the minimum sulphur recovery requirements as outlined in Table 1 of ID2001-03: Sulphur Recovery Guidelines for the Province of Alberta is met except for the period commencing from February 13, 2019 and ending on December 31, 2020; and
 - (c) the sulphur dioxide emissions from the plant shall not exceed 8.0 tonnes per day (on a calendar day basis) for the periods when the sulphur unit train is bypassed for repair and maintenance, commencing from October 18, 2019 and ending on December 31, 2020;unless otherwise authorized in writing by the Director.
 - 3.20 In the event that a non-regenerative sulphur unit is bypassed, the approval holder shall provide in the monthly Air Emission Report to the Director, the following:
 - (a) a description of the events or circumstances that led to the bypass; and
 - (b) an outline of the action taken to control the magnitude and duration of this event(s).
 - 3.21 The approval holder shall operate a continuous ambient air monitoring station and monitor ambient air parameters as specified in TABLE 3.4, unless otherwise authorized in writing by the Director.
 - 3.22 In addition to the monthly and annual reporting requirements in TABLE 3.2 and TABLE 3.3, the approval holder shall report to the Director the results of the ambient air parameters as required in TABLE 3.4, unless otherwise authorized in writing by the Director.

TABLE 3.1: AMBIENT AIR MONITORING AND REPORTING

MONITORING STATION	PARAMETER	MONITORING PERIOD	REPORTING	
			MONTHLY	ANNUALLY
One continuous ambient air monitoring station, as per <i>Air Monitoring Directive</i>	Sulphur dioxide concentrations, wind speed and wind direction	Continuously, starting from February 13, 2019 to December 31, 2020	Yes	Yes

4. The following is added after Condition 3.22:

- 3.23 The approval holder shall submit an Acid Deposition Monitoring Program proposal to measure aerial deposition effects on aquatic and terrestrial ecosystems to the satisfaction of the Director on or before March 31, 2020, unless otherwise authorized in writing by the Director.
- 3.24 The Acid Deposition Monitoring Program proposal shall include, at a minimum, all of the following:
- (a) for air:
 - (i) a plan to monitor dry and wet deposition from project activities;
 - (b) for soil:
 - (i) identification of soils that are sensitive to acid deposition and will likely receive aerial deposition inputs from project activities;
 - (ii) a plan to monitor soil quality at locations representative of the soils identified in (b) (i);
 - (iii) a description of how soil quality data collected under this program will be used to determine potential acidification effects under periods of increased sulphur dioxide emissions;
 - (c) for water:
 - (i) a summary of existing water quality data collected to date and analysis of the results;
 - (ii) a plan to monitor water quality for water bodies which will likely receive aerial deposition inputs from project activities;
 - (iii) identification of local water bodies that are sensitive to acidification;

- (iv) a description of how water quality data collected under this program will be used to determine potential acidification effects under periods of increased SO₂ emissions;
 - (v) a plan to develop triggers for further enhanced surface water quality monitoring to determine impacts of aerial deposition inputs;
 - (d) reporting schedule for monitoring activities conducted for (a) through (c); and
 - (e) any other information requested in writing by the Director.
- 3.25 If the Acid Deposition Monitoring Program proposal is found deficient by the Director, the approval holder shall correct all deficiencies identified in writing by the Director, by the date specified in writing by the Director.
- 3.26 The approval holder shall implement the Acid Deposition Monitoring Program as authorized in writing by the Director.
- 3.27 The approval holder shall only implement changes to the Acid Deposition Monitoring Program as authorized in writing by the Director.



Shay Dodds, P.Eng.
Manager, In Situ South, Authorizations Branch
Alberta Energy Regulator

October 18, 2019



Lakeland Industry and Community Association
☒ Box 8237, 5107W - 50 Street, Bonnyville, AB T9N 2J5
☎ 780 812-2182 ☒ 780 812-2186 🌐 www.lica.ca

LICA Watershed Committee Meeting Minutes Thursday, December 1, 2022 1:00 p.m. – 4:00 p.m. LICA Boardroom and Microsoft Teams

Present: Richard Bourgeois
Kellie Nichiporik
Clem Parenteau
Kelly Dion-McFeeters (via Microsoft Teams)
Bill Parker
Shawn Elgert (via Microsoft Teams, arrived 1:18 p.m.)
Annette Hobart (via Microsoft Teams)
Randi Dupras (via Microsoft Teams)
Roxane Bretzlaff
Kristen Berezanski (via Microsoft Teams)

Observers and Guests:

Staff: Kayla Hellum, LICA Environmental Coordinator
Vicky Krawchuk, LICA Executive Director
Eveline Hartog, LICA Administrative Professional
Lori Jodoin, LICA Administrative Professional

Regrets: John Ilchuk
Robert Machatis
Amanda Avery Bibo
Abdi Siad-Omar

1.0 **CALL TO ORDER**

Vicky Krawchuk, LICA Executive Director, called the meeting to order at 1:02 p.m.

1.1 **Territorial Acknowledgement**

1.2 **Vision, Mission, and Values**

1.3 **Introductions**

1.4 **Roll Call**

1.5 Approval of Agenda

1.5.1 December 1, 2022, LICA Watershed Committee Agenda

#1 Moved by Richard Bourgeois AND CARRIED that the December 1, 2022, Agenda be approved as presented.

1.6 Approval of Minutes

1.6.1 September 9, 2022, IWMPMPC Minutes

#2 Moved by Roxane Bretzlaff AND CARRIED that the September 9, 2022, Minutes be approved as presented.

2.0 CHAIRPERSON APPOINTMENT

2.1 Appointment of Committee Chairperson

The LICA Watershed Committee appointed Kellie Nichiporik to be chairperson of the committee by acclamation.

3.0 POLICY REVIEW

3.1 Committee Terms of Reference

The LICA Watershed Committee reviewed the original IWMP Terms of Reference document with the intent to amend. The proposed changes were recommended to align it with the newly created LICA Watershed Committee. The following changes to the document were recommended to the Board of Directors.

#3 Moved by Clem Parenteau AND CARRIED that the LICA Watershed Committee Terms of Reference be accepted as amended.

3.2 Policy Review

3.2.1 Policy 1.5 Decision-Making Process

The LICA Watershed Committee reviewed Policy 1.5 *Decision Making Process* for information.

3.2.2 Policy 1.12 Volunteer Hours

The LICA Watershed Committee reviewed Policy 1.12 *Volunteer Hours*.

3.2.3 Policy 1.13 Confidentiality

The Watershed Committee reviewed Policy 1.13 *Confidentiality* and each member was requested to sign a copy for retention by LICA if they had not already done so.

3.2.4 Policy 2.7 Board and Committee Expenses and Remuneration

The Committee reviewed Policy 2.7 *Board and Committee Expenses and Remuneration*.

3.2.4.1 Expense Claim Form

The Committee reviewed the LICA Expense Claim Form.

3.2.4.2 Direct Deposit Option

The Watershed Committee members eligible for stipends were given the option to complete the Direct Deposit form noting that a VOID cheque will be required to accompany the form.

3.2.5 Committee Member Sign-on

The Committee was requested to complete the Board and Committee Sign-on sheet for retention by the Financial Coordinator. Members who have already completed this form were requested to complete the form should their contact information have changed.

4.0 NEW BUSINESS

4.1 Environmental Coordinator Watershed Projects Update

The Environmental Coordinator reviewed projects forthcoming for the Watershed Committee noting:

- If successful in receiving the funding, the WRRP grant will allow LICA to complete a large-scale riparian intactness assessment in the Sand, Martineau, and Lower Beaver River HUC6 watersheds. This project will conclude the assessment of the entire Beaver River watershed.
- The WPAC operational grant was submitted in September 2022. This grant will allow the Environmental Coordinator to develop a riparian health campaign to increase awareness of riparian health within the LICA Region. The Coordinator suggested that in support of the educational campaign, tree seedlings would be purchased and given to those committed to healthy riparian areas on their property. It was suggested by the Committee that these seedlings comprise edibles such as Saskatoons and wild roses.

4.2 IWMP Implementation

4.2.1 Top Five Priorities for Beaver River IWMP Implementation

The Environmental Coordinator reviewed the top five priorities identified in the IWMP, with potential implementation strategies. The Committee inquired as to how LICA would move forward on these priorities. Specific to a water quality monitoring program, the Coordinator suggested that one option would be for LICA to seek funding from municipalities in order to conduct water testing and monitoring by trained professionals. A

Committee member indicated that he would offer the Coordinator the name and contact information of someone who could assist her with further information regarding floodplain maps and watercourses.

The Coordinator thanked the Committee for their ideas, and she suggested that they review the priorities and come back with further suggestions at the next meeting.

4.3 Revisiting the State of the Watershed Report

4.3.1 Current Proposed Budget

The Environmental Coordinator reviewed the budget proposed for the State of the Watershed report which will need to be addressed in 2023. She indicated that the budget of \$40,000.00 is being presented as information as the funding has not been secured. Further conversations regarding the State of the Watershed will need to be had to determine the direction needed to revisit the report. The Coordinator is currently researching and making contacts regarding this project.

5.0 ACTION LIST

5.1.1 Follow-up on Action List September 9, 2022

The Committee reviewed the Action List from September 9, 2022. A Committee member inquired if going forward with this action item if the Environmental Coordinator would be presenting the IWMP to municipalities in the LICA region. The Coordinator replied that she would be, and she would also be explaining how the information presented in the report could be implemented in their municipalities.

6.0 UPCOMING MEETING DATES

6.1 Board of Directors Meeting and Christmas Luncheon -December 15, 2022

6.2 Next Meeting - TBD

7.0 ADJOURNMENT

The meeting adjourned at 1:48 p.m.

#4 Moved by Clem Parenteau AND CARRIED that the meeting be adjourned.

Approved on: _____
Date

Signature

LICA

Lakeland Industry and Community Association

~~Integrated Watershed Management Plan Committee (IWMPC)~~

LICA Watershed Committee (LWC)

Terms of Reference

The Lakeland Industry and Community Association (LICA) formed the LICA Watershed Committee (LWC) to assist the Environmental Coordinator in watershed management planning and projects including Beaver River Integrated Watershed Management Plan (IWMP) implementation. ~~in the development and oversight of LICA's Integrated Watershed Management Plan (IWMP).~~ The LWC is a working committee of LICA ~~that will~~ ~~which shall~~ report its activities and requests to the Board for approval. The LWC ~~IWMPC~~ is supported by representation from Industry, Government, Indigenous communities, youth, ~~4 Wing Cold Lake~~, Non-Government Organizations, and the community, ~~and the public~~, which allows for diverse insight and support when it comes to priorities in the Beaver River Watershed.

1.0 Purpose

- 1.1 To support the LICA Board's Vision and Mission.
- 1.2 To operate within LICA Board approved work plans and budget ~~and be while being~~ accountable to the LICA Board of Directors regarding ~~the oversight of watershed management planning and projects and~~ ~~of~~ the implementation and priorities of the ~~IWMP: operation, reporting, and management of the IWMP.~~
- 1.3 To act on behalf of the stakeholders they represent and to bring that perspective ~~when addressing watershed concerns and~~ ~~to~~ the IWMP.
- 1.4 To make recommendations related to messaging surrounding watershed issues, goals, objectives, targets, implementation, and other items to the IWMP.
- 1.5 Deliver relevant, accurate, reliable, and credible data and information that addresses stakeholder needs and priorities.
- 1.6 To act on behalf of the Board to represent stakeholders of the Beaver River watershed. Provide insight into environmental program needs, regional monitoring priorities, and concerns.
- 1.7 To ensure the dissemination of comprehensive information in and for the IWMP ~~and other watershed reporting.~~
- 1.8 To support the implementation of recommendations from environmental management plans such as the Lower Athabasca Regional Plan (LARP), the 2006 Cold Lake Beaver River Water Management Plan and other local land and water management plans.

2.0 Operating Principles

- 2.1 The LWC ~~IWMPC~~ will follow LICA's Vision and Mission and will operate within LICA's policies in support of the Strategic Plan.
- 2.2 The LWC ~~IWMPC~~ will meet quarterly at a minimum.
- 2.3 The LWC ~~IWMPC~~ will report to the Board, and when needed, be responsible for facilitating Board discussion regarding their recommendations.

Reviewed: December 1, 2022

Approved:

- 2.4 The **LWC IWMP** will ensure that the IWMP effectively addresses stakeholder needs through regular evaluation of stakeholders' objectives related to LICA, [throughout the implementation process](#).
- 2.5 Members will actively participate and contribute to regular meetings and the group's work.
- 2.6 Members will communicate with employers, organizations, and stakeholders they represent about **LWC's IWMP** objectives, priorities, and accomplishments, as well as any issues that may need to be resolved.
- 2.7 Meetings will be documented with summary notes, decision records and action logs to be issued within a reasonable time for review by the **LWC IWMP** prior to the final issue. These will be made available to all **LWC IWMP** members as part of the review process.
- 2.8 The **LWC IWMP** will strive for consensus recommendations and decisions. If it becomes clear that the **LWC IWMP** cannot make a consensus recommendation, the recommendation of the majority and the non-consensus position(s) will be presented for the Board to decide.
- 2.9 Ad-hoc focused task groups may be formed to review specific issues such as monitoring plans, special targets, watershed concerns [and projects](#), and contractor selection, and advise the **LWC IWMP** on a path forward.
- 2.10 Outside expertise may be invited to contribute as required as directed by the Technical Staff.

3.0 Membership

The membership of the **LWC IWMP** is made up of the Environmental Coordinator, Executive Director, Education & Outreach Coordinator, core members, and resource members. Core members are selected by the sectors that they represent or appointed by the LICA Board. Resource members are subject matter experts and LICA staff that may be included by invitation of the Environmental Coordinator or Executive Director.

- 3.1 The **LWC IWMP** chair will be a [Committee Member](#) ~~a Board Director~~ appointed by the [Committee at their first meeting after the annual general meeting](#). ~~Board and must be present at all committee meetings.~~
- 3.2 The Chair of the Board may attend as ex-officio.
- 3.3 Community members may be appointed by the Board and shall be eligible for remuneration and expenses according to LICA policy.
- 3.4 The Board may request additional members from among Industry, Government, and Non-Government organizations to be appointed from their respective sectors and may be eligible for remuneration and expenses according to LICA policy.
- 3.5 The core membership will be Board approved.
- 3.6 Core Membership
 - 3.6.1 ~~Alberta Environment and Parks~~ [Alberta Environment and Protected Areas \(AEPEPA\)](#) – Sector nominated
 - 3.6.2 Alberta Energy Regulator (AER) – Sector nominated
 - 3.6.3 Industry, Oil & Gas – Sector nominated
 - 3.6.4 Agriculture [and Irrigation](#)- [\(AGI\)](#) Sector nominated
 - 3.6.5 LICA Board Directors- Board appointed
 - 3.6.6 Indigenous Communities – Sector nominated
 - 3.6.7 Environmental Organizations & Special Interest Groups - Sector nominated

Reviewed: [December 1, 2022](#)

Approved:

- 3.6.8 Municipal Governments - Sector nominated
- 3.6.9 Community Members - Sector nominated
- ~~3.6.10 Scientific and Academic Organizations & Institutions—Sector nominated~~
- ~~3.6.11 Youth~~
- ~~3.6.12 Canadian Forces Base—4 Wing Cold Lake~~

4.0 Meetings

- 4.1 Committee meetings will comply with Policy 1.6 Board and Committee Meetings. Please contact the LICA office at lica2@lica.ca for up-to-date policies.

5.0 Roles and Responsibilities of the LWC IWMP and its Members

5.1 General LWC IWMP Members

- 5.1.1 Actively participate in meetings and provide technical knowledge and support.
- 5.1.2 Understand and represent the interests and regulatory requirements (if applicable) of the group they represent.
- 5.1.3 ~~Implement~~ ~~Develop~~ key ~~watershed concerns~~; priorities, goals, recommendations and targets ~~and implementation of the IWMP to address watershed concerns~~.
- 5.1.4 ~~Assess material and make~~ Make recommendations as required regarding the ~~implementation~~ ~~development~~ of the IWMP.
- 5.1.5 Provide support for planning future phases of the IWMP.
- 5.1.6 Keep the ~~implementation~~ ~~development~~ of the IWMP in alignment with LICA's Strategic Plan and budget.
- 5.1.7 Ensure that the work is being conducted in a transparent manner.
- 5.1.8 Engage other expertise as needed.
- 5.1.9 Form ad hoc groups as needed to work on specific projects related to the LWC IWMP.

5.2 Roles in Addition to General LWC IWMP Member Roles

- 5.2.1 Environmental Coordinator
 - 5.2.1.1 Act as LWC IWMP Vice-Chair to convene meetings and prepare agendas.
 - 5.2.1.2 Report to the LICA Board as a representative of the LWC IWMP.
 - 5.2.1.3 Lead ad hoc groups as required.
 - 5.2.1.4 Develop annual work plans and budgets for Board approval.
 - 5.2.1.5 Oversee operations and maintenance of environmental programs, including the following:
 - ~~5.2.1.6~~ 5.2.1.5.1 Establish key performance indicators used to monitor the performance of third-party contractors based on best practices.
 - ~~5.2.1.7~~ 5.2.1.5.2 Monitor the performance of third-party contractors and report to the Board.
 - ~~5.2.1.8~~ 5.2.1.6 Report issues of non-compliance to the Board immediately for corrective action or direction based on recommendations from the LWC IWMP.

Reviewed: December 1, 2022

Approved:

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- ~~5.2.1.9~~ 5.2.1.7 Review the ~~implementation~~ development of the IWMP to ensure the progress of the IWMP is being met with the standards of the provincial government; update the progress plan as required.
- ~~5.2.1.10~~ 5.2.1.8 Stay informed of changes in land and water management as directed by the federal or provincial governments.
- ~~5.2.1.11~~ 5.2.1.9 Ensure the environmental programs operate cost-effectively and within budget.
- ~~5.2.1.12~~ 5.2.1.10 Develop, coordinate, and deliver community and stakeholder forums throughout the watershed.

5.2.2 Executive Director

- 5.2.2.1 Advise the LWC IWMP on LICA policies as required.
- 5.2.2.2 Act as a liaison between other LICA committees and the LWC. IWMP.
- 5.2.2.3 Maintain collaborative relationships with stakeholders.

5.2.3 Education & Outreach Coordinator

- 5.2.3.1 Advise the LWC IWMP on best practices to engage with the public on watershed-related matters and IWMP implementation. For input on the IWMP.
- 5.2.3.2 Assist in coordinating and delivering outreach activities to engage the public, such as forums.
- 5.2.3.3 Promote the implementation development and progress of the IWMP to the public and disseminate materials as they become available.

5.2.4 Board Director

- 5.2.4.1 Act as a liaison between the LICA Board and LWC. IWMP.

5.2.5 Indigenous Representative(s)

- 5.2.5.1 Ensure Indigenous Traditional Environmental Knowledge is recognized and integrated into watershed projects. The IWMP.
- 5.2.5.2 Provide information about cultural protocols and assistance with appropriate community engagement.

5.2.6 AEP-EPA, and AER, and AGI Representative(s)

- 5.2.6.1 Provide advice and technical input regarding watershed projects, the operations and implementation design of the IWMP.
- 5.2.6.2 Provide a link to other Government of Alberta and Regulatory staff and resources.
- 5.2.6.3 Act as a liaison regarding regulatory requirements, policy development, and approvals.

~~5.2.7 Scientific and Academic Organization & Institution(s)~~

- ~~5.2.7.1 Provide advice and technical input regarding the operations and design~~

Reviewed: December 1, 2022

Approved:

~~of the IWMP.~~

5.2.8 Third-Party Contractor(s)

5.2.8.1 Perform duties according to approved standards and protocols as per their current contracts.

6.0 Evaluation

6.1 The LWC ~~IWMP~~ shall review its Terms of Reference annually.

Reviewed: December 1, 2022

Approved:



Lakeland Industry and Community Association

Box 8237, 5107W - 50 Street, Bonnyville, AB T9N 2J5

780 812-2182 780 812-2186 www.lica.ca

Education & Outreach Committee Meeting Minutes Monday, December 12, 2022 9:00 a.m. – 12:00 p.m. LICA Boardroom and via Microsoft Teams

-
- Present:** Louise White-Gibbs
Murray Phillips (Via Microsoft Teams)
Duane Zaraska (Via Microsoft Teams)
Colin Cote (Via Microsoft Teams)
Cindy Connolly (Via Microsoft Teams)
Kim Foisy
Evelyn Mondares (Via Microsoft Teams, arrived 9:20 a.m.)
Amanda Avery Bibo
Gabrielle Wiskeyjack (Via Microsoft Teams)
- Guests and Observers:** Robert Machatis
- Staff and Contractors:** Vicky Krawchuk, LICA Executive Director
Stephanie Sitkowski, Education & Outreach Coordinator
Eveline Hartog, LICA Administrative Professional
Lori Jodoin, LICA Administrative Professional
Kayla Hellum, Environmental Coordinator

Regrets:

1.0 CALL TO ORDER

Vicky Krawchuk, LICA Executive Director, called the meeting to order at 9:00 a.m.

1.1 Territorial Acknowledgement

1.2 Vision, Mission, and Values

1.3 Introductions

1.4 Roll Call

1.5 Approval of Agenda

1.5.1 December 12, 2022, Education and Outreach Committee Agenda

#1 Moved by Louise White-Gibbs AND CARRIED that the December 12, 2022, Agenda be approved as presented.

1.6 Approval of Minutes

1.6.1 September 8, 2022 – DRAFT

#2 Moved by Duane Zaraska AND CARRIED that the September 8, 2022, Minutes be approved as presented.

2.0. CHAIRPERSON APPOINTMENT

2.1 Appointment of Committee Chairperson

The Education & Outreach Committee (EOC) appointed Murray Phillips to be chairperson of the committee by acclamation.

3.0 POLICY REVIEW

3.1 Committee Terms of Reference

The LICA Education & Outreach Committee reviewed the Terms of Reference document. The following changes were recommended to the Board of Directors.

#3 Moved by Duane Zaraska AND CARRIED that the LICA Education & Outreach Committee Terms of Reference be accepted as amended.

3.2 Policy Review

3.2.1 Policy 1.5 Decision-Making Process

The LICA Education & Outreach Committee reviewed Policy 1.5 *Decision-Making Process* for information.

3.2.2 Policy 1.12 Volunteer Hours

The LICA Education & Outreach Committee reviewed Policy 1.12 *Volunteer Hours*.

3.2.3 Policy 1.13 Confidentiality

The LICA Education & Outreach Committee reviewed Policy 1.13 *Confidentiality* and each member was requested to sign a copy for retention by LICA if they had not already done so.

3.2.4 Policy 2.7 Board and Committee Expenses and Remuneration

The LICA Education & Outreach Committee reviewed Policy 2.7 *Board and Committee Expenses and Remuneration*.

3.2.4.1 Expense Claim Form

The Committee reviewed the LICA Expense Claim Form.

3.2.4.2 Direct Deposit Option

The Education & Outreach Committee members eligible for stipends were given the option to complete the Direct Deposit form noting that a VOID cheque will be required to accompany the form.

3.2.5 Committee Member Sign-on

The Committee was requested to complete the Board and Committee Sign-on sheet for retention by the Financial Coordinator. Members who have already completed this form were requested to complete the form should their contact information have changed.

4.0. ONGOING BUSINESS

4.1 Education & Outreach Update

The Executive Director and Education & Outreach (E&O) Coordinator presented their updates to the Committee, noting:

- School programs cancelled in October and November are being rescheduled with teachers for the new year.
- The calendar contest galley has been sent to Dark Horse Media and we are awaiting the final proof and calendars will be printed, hopefully, by December 15. The photo contest judging will happen in January 2023. Sixty-three photos are eligible for judging.
- The deadline for submissions by schools who wish to receive the Stream of Dreams program has been extended to January 20, 2023. Schools who had applied in the past but were not awarded the program have been contacted.
- The artwork for the LICA cookbook is being worked on but publication of the cookbook will be deferred until harvest 2023 to allow for more recipe submissions.
- The Community Garden beds, and compost bin have been prepared for the winter season with minor repairs done on the compost bin. A professional grass cutting service was hired in the fall resulting in the garden looking very tidy before the snow fell. In Spring 2023, there will be placement of security cameras, lights, and signage at the garden.

4.1.1 LICA Calendar Contest Winners

The Committee briefly reviewed a slide show showcasing the entries of the LICA Calendar Contest. Winners will be notified once calendars are ready.

5.0 ACTION LIST

5.1 Follow-Up on Action List

5.1.1 September 8, 2022

The Committee reviewed the E&O Action List from the September 8, 2022, meeting noting:

- Item 2.2.1 Bonnyville Community Garden 2022 the fall weed removal, managing inactive beds and cover crop for inactive beds will be assigned to Stephanie and updated to Spring 2023.
- Item 2.2.3 Cameras need the addition of signage in the garden and will be assigned to Stephanie.
- Item 2.2.4 Cookbook will now be completed in the fall of 2023 and assigned to Stephanie.
- Item 2.3.1 Judging Timeline to be assigned to Stephanie and to be completed in January 2023.
- Item 2.3.2 Showcase Event to be updated to Spring 2023 and assigned to Stephanie.
- Item 2.3.3 Fan Favorite Voting will be assigned to Stephanie and completed in January 2023.
- Item 2.6 Volunteer Appreciation Event will be assigned to Stephanie to be completed in February 2023.

The Committee had a general discussion regarding activities that Education and Outreach could consider pursuing. These included:

- Having an industry-based community presentation, such as Pathways with Jason Barrie presenting on carbon capture. This could be an evening or a LICA Lunch and Learn event.
- Contacting Alberta Environment and Protected Areas or Alberta Energy Regulators to do a community presentation.
- Hosting an open house showcasing our programs, and the photo contest winners; or having a volunteer appreciation event.
- Do presentations to municipal councils and school boards in the LICA region to inform them of our community and school programs in order to get local buy-in for these programs; this is who we are, this is what we can offer, how can we partner?
- Create more awareness of the airshed component of LICA's activities.
- Consider creating a YouTube video of what programs E&O has and what LICA can offer in the community.
- Have a booth and participate in the Lac La Biche Healthy Waters kick-off to the Keep Our Lake Blue campaign on June 4, 2023.
- Consider establishing an E&O youth committee to pursue environmental projects in their schools and in the community.

- Planting shelter belts or fruit tree seedlings in inactive LICA Community Garden beds and then awarding these seedlings to LICA volunteers.

6.0 UPCOMING MEETING DATES

6.1 Board Meeting – December 15, 2022

6.2 Next Meeting – TBD

7.0 ADJOURNMENT

The meeting adjourned at 10:28 a.m.

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

Approved on: _____

Date

Signature

DRAFT

LICA

Lakeland Industry and Community Association

Education & Outreach Committee

(EOC) Terms of Reference

The Education & Outreach Committee (~~EOCE&O~~) is a standing Committee of LICA ~~which_~~ shall ~~that will~~ report its activities and requests to the Board for approval.

1.0 Purpose:

- 1.1. To plan, coordinate, and facilitate educational opportunities, outreach activities, and special events through the execution of the Strategic and Annual Work Plans.
- 1.2. To ensure the dissemination of comprehensive information in and for the LICA region to support the organization's Vision, Mission, and Values.

2. Key Duties and Responsibilities:

- 2.1. Provide opportunities for public education and participation.
- 2.2. Develop public information resources and educational materials.
- 2.3. Coordinate presentations and events.
- 2.4. Act as a resource to the Education & Outreach (E&O) Coordinator, Executive Director, Board, and Committees.

3. Membership:

- 3.1. The EOCE&O Chair ~~shall will~~ be a Board Director-Committee Member appointed by the Board-Committee at their first meeting after the Annual General Meeting and must be present at all Committee meetings.
- 3.2. The Chair of the Board may attend as ex-officio.
- 3.3. Community members may be appointed by the Board and ~~shall will~~ be eligible for remuneration and expenses according to LICA policy.
- 3.4. The Board may request additional members from among Industry, Government, and Non-Government organizations to be appointed from their respective sectors and may be eligible for remuneration and expenses according to LICA policy.

4. Meetings:

- 4.1. Committee meetings will comply with Policy 1.6 Board and Committee Meetings.

Review Dates: January 17, 2018; November 27, 2018; November 18, 2019; December 15, 2020;
November 16, 2021, December 12, 2022

Approval Dates: February 8, 2018; December 13, 2018; December 12, 2019; January 21, 2021; November 25, 2021

5. Expenses and Budget:

- 5.1. The ~~E&O~~EOC will ~~shall~~ have access to the resources of the LICA office, the E & O and Coordinator, and the Executive Director.
- 5.2. The ~~E&O~~EOC shall ~~will~~ operate its finances as per LICA's ~~b~~Bylaws and ~~p~~Policies.

6. Reporting Process:

- 6.1. ~~An appointed Board liaison who attended the EOC Meeting must attend the following Board Meeting, to report to the Board. The Education & Outreach (E & O) Coordinator will support the Board liaison with reporting and questions. reports to the Board on behalf of the committee with input from the committee chair.~~
- 6.2. ~~The L~~LICA Board will be provided with copies of ~~C~~committee meeting minutes.
- 6.3. Annual ~~E&O~~EOC reporting will be submitted to the Board via required grant reports, and to the membership through ~~LICA's A~~the annual ~~R~~report and ~~at~~ the ~~A~~annual ~~G~~eneral ~~M~~meeting.

7. Evaluation:

- 7.1. The ~~E&O~~EOC shall review its Terms of Reference and evaluate its objectives annually.

Review Dates: January 17, 2018; November 27, 2018; November 18, 2019; December 15, 2020;
November 16, 2021, December 12, 2022

Approval Dates: February 8, 2018; December 13, 2018; December 12, 2019; January 21, 2021; November 25, 2021



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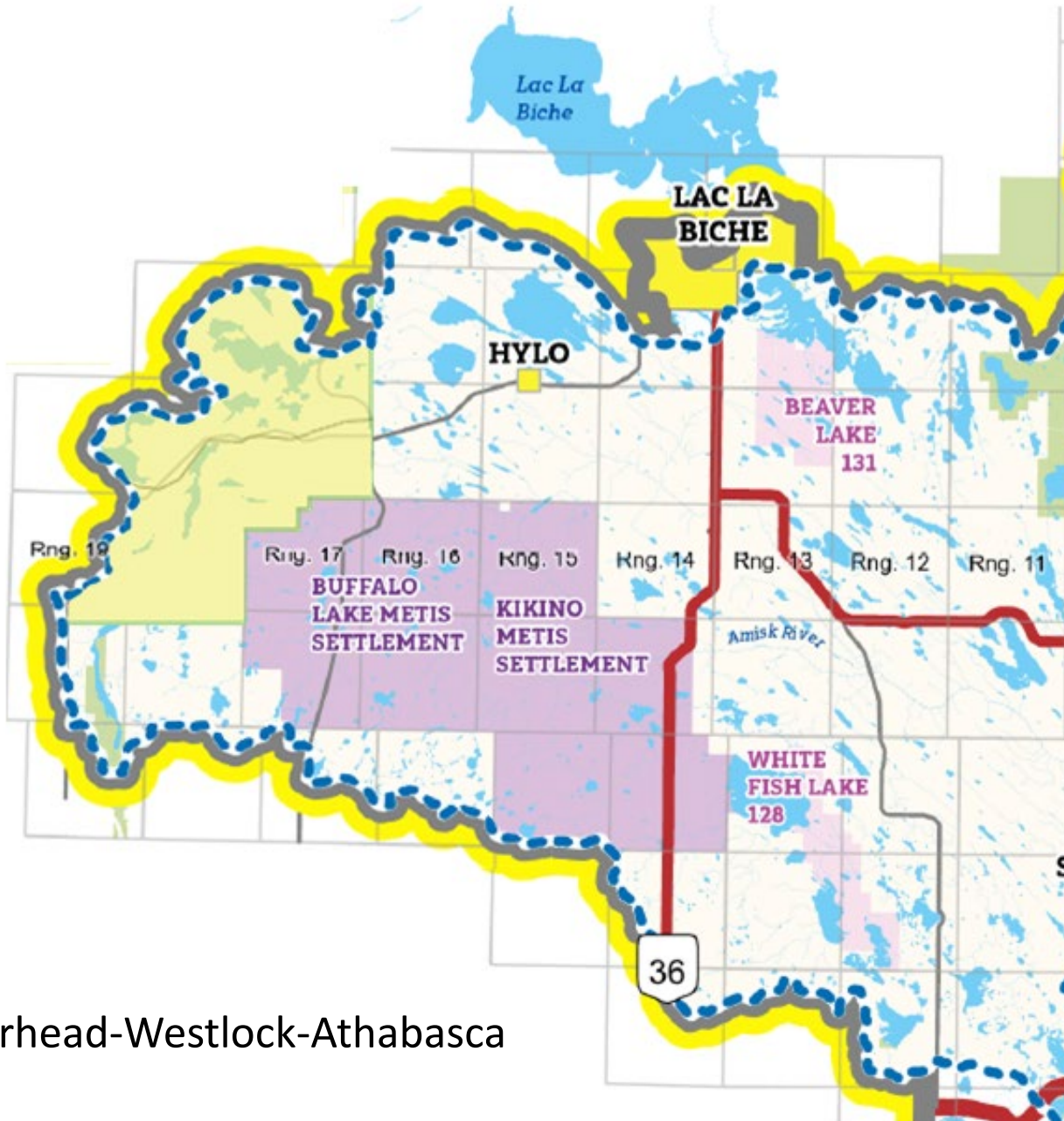
Potential
for Collaboration



Ecosystem Services

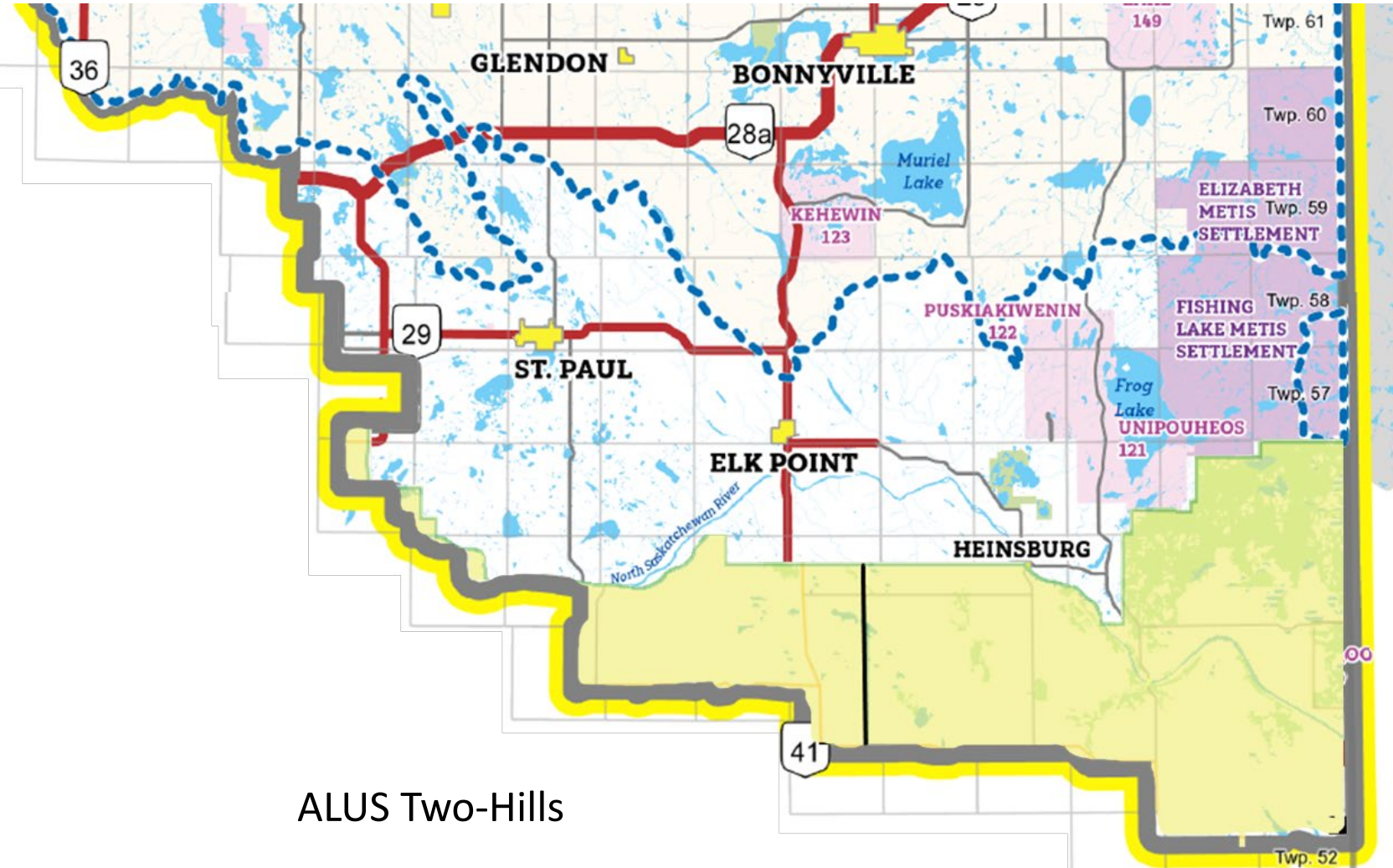
- Cleaner Air
- Cleaner Water
- Drought and Flood Mitigation
- Climate Adaptation
- Carbon Sequestration
- Species at Risk Habitat
- Native Bee and Pollinator Protection

Working Area Overlap Northwest



ALUS Barrhead-Westlock-Athabasca

Working Area Overlap South



ALUS Two-Hills

ALUS Vermilion River

Our Vision

- **The environment in the LICA region is ecologically healthy and sustainable.**



ALUS



Vision Statement

Sustaining agriculture, wildlife and natural spaces for communities and future generations.



Our Mission

- LICA collects, shares and acts upon credible data, Traditional Knowledge and information relevant to the environment. This will be achieved through scientific study, community engagement, and meaningful partnerships.



Mission Statement

ALUS helps farmers and ranchers build nature-based solutions on their land to sustain agriculture and biodiversity for the benefit of communities and future generations.

Our Values

- We connect stakeholders and promote community involvement
- We provide timely, defensible and accessible data
- We educate the community, advocating for environmental stewardship
- We responsibly manage our resources to achieve our vision and mission



Guiding Principles



Community-developed

Program is designed by communities to focus on priorities in those regions.



Farmer-delivered

Producers influence and implement solutions.



Science-based

Scientific expertise and technical support are provided by ALUS. All solutions are backed by science.



Market-driven

Ecological Services produced by ALUS solutions are both ecologically and economically valuable.



Targeted

Ecological Services produced by ALUS solutions are both ecologically and economically valuable.



Integrated

ALUS complements existing conservation programs and policies.



Accountable

Projects are monitored, verified and audited by reliable organizations. Data is collected with the highest standards.



Voluntary

Producers who participate are compensated financially. Projects are flexible and tailored to their operations.



ALUS Western Hub Projects

- Adaptive Multi-Paddock Grazing
 - Mimics wild ruminant herd grazing by extending the recovery period of grazing zones and improving soil health
- Tree & Shrub Projects
 - Reforestation, riparian buffers, shelterbelts, and pollinator hedgerows
- Wetland Projects
 - Enhancement of ephemeral wetlands, wetland restoration, dug-out wetland construction, and pond-leveller installation



Environmental Stewardship through Ecosystem Services

Decision Making

- Partnership Advisory Committee.
- 50% farmers, 50% industry, government and NGOs.

Funding

- Government, corporate, private, & NGOs
- Producers receive initial cost-sharing and annual per-acre payments from ALUS
- LICA is seeking in-kind partnership.

Participants

- Focus on ecologically sensitive, or inefficient parcels
- 3-10 years with opt-out



Questions/Discussion

Board of Directors Meeting

ACTION LIST

Date: **November 24, 2022**

Recorder: **Eveline Hartog**

<u>Task</u>	Date to be completed	Person assigned to task	Y/N
2.1.2 <u>Blue Green Algae Brochure</u>			
<ul style="list-style-type: none"> Distribute brochure at park information centers in the LICA region 	Spring 2023	Stephanie	IP
2.3 <u>Environmental Coordinator Report</u>			
<ul style="list-style-type: none"> Create QR code stickers to add to LICA signs along the Iron Horse Trail, as well as signs along the Back Country Trail Rider's Association 	Winter 2023	Kayla	IP
<ul style="list-style-type: none"> Research ALUS for potential collaboration opportunity to determine if it aligns with LICA's Vision, Mission, and Values, and Work Plan. 	December 15, 2022	Stephanie/Kayla/Vicky	IP
2.3.1 <u>IWMP Summary Document</u>			
<ul style="list-style-type: none"> Amend IWMP Summary Document with the addition of a back page which includes a photo and quote 	November 2022	Kayla	IP
2.4.2.2 <u>Finances to Date October 31, 2022</u>			
<ul style="list-style-type: none"> Explore suggestions on how to allocate the AEG grant carry over of \$10,243.35 	December 15, 2022	LICA Financial Coordinator and Executive Director	IP
<u>Actions Brought Forward</u>			
<ul style="list-style-type: none"> Investigate the cost of new wrap for PAMS trailer 	Tentative 2023	Mike	IP

Next Meeting: **December 15, 2022**