



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, April 27, 2023

9:00 a.m. – 11:30 a.m.

LICA Boardroom and via Microsoft Teams

Present:

Colin Cote
John Ilchuk
Amanda Avery Bibo
Leo Paquin
Nikole Andres
Shawn Elgert
Kelly Dion-McFeeters
Vicky Lefebvre
Murray Phillips
Louise White-Gibbs
Kayla Blanchette (*left at 11:58 am*)
Robert Machatis
Wayne Bamber

Guests and Observers:

Staff and Contractors:

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

Regrets:

Abdi Siad-Omar
Lorin Tkachuk
Xiaofeng Wang
Duane Zaraska

1.0 CALL TO ORDER:

The LICA Board Chairperson, called the meeting to order at 9:02 a.m.

1.1 Traditional Acknowledgement

1.2 Member Introductions

1.3 Vision, Mission, and Values

1.4 Attendance

The Board reviewed the Attendance Record, noting three consecutive absences of three individual board members. Conversations are ongoing with both Duane Zaraska and Lorin Tkachuk due to holidays planned and technical difficulties. LICA will send a formal letter to Xiaofeng Wang as no responses have been received from invitations.

1.5 Approval of Agenda

1.5.1 April 27, 2023, Board of Directors Meeting

#1 Moved by Murray Phillips AND CARRIED that the April 27, 2023, Agenda be amended to include an In-Camera session as agenda item 2.4.3.

1.6 Approval of Minutes

1.6.1 March 23, 2023– Board Meeting Minutes

#2 Moved by Colin Cote AND CARRIED that the Minutes of the March 23, 2023, 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:

- Since January 1, 2023, LICA’s Vermicomposting Workshops have put 130 bins into the LICA region. Last month the Bonnyville Municipal Library and Rich Lake Agricultural Society both hosted this workshop. The Rich Lake workshop had forty attendees, the largest group to date.
- Eight Airshed Presentations have been completed already this year. The goal of ten will easily be reached.
- Unfortunately, no submissions were received for the 2023 Virtual Science Fair.
- ALUS 101 Presentation was held, and community members were in attendance. The Education and Outreach Coordinator inquired about future involvement with ALUS. A Board member brought up staff workload and questioned if the capacity to become more involved would even be possible. The Education and Outreach

Coordinator has a full schedule so in order to commit, another Coordinator would be needed. A Board member stated that initially LICA had agreed to just host the presentation, which was done, and further participation is not necessary. The Board decided that at this time, LICA cannot become more involved, however they decided that a link to ALUS would be added onto the LICA website, to be able to provide information for the community. Additionally, ALUS information will continue to be shared during LICA events.

- Cows and Fish Workshop on riparian health has tentatively been scheduled for August 9th and 10th. There is a possibility to hold a one-day or two-day workshop. If a two-day workshop is chosen, one day would be a municipal workshop at Jessie Lake and the second day would be a producer workshop on agricultural land. The Education and Outreach Coordinator inquired about compensation, to possibly assist with the presenter's travel or hotel costs. This will be brought to the E&O Committee for discussion and a proposal will be brought to the Board at a future meeting. A Board member requested that the Education and Outreach Coordinator contact the Town of Bonnyville to see if they would be interested in partnering with LICA to bring this workshop in.
- WPAC will be holding their next meeting at the end of May 2023.
- The Community Garden Orientation will be held in the LICA Boardroom on May 16th from 5:30pm - 6:30pm.
- The Education and Outreach Coordinator plans to utilize the Summer Student to increase LICA's YouTube presence.

2.2 Manager of Environmental Monitoring Programs Report

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

- A commercial storage facility in Edmonton will be used to house LICA's nearly 2,500 soil samples, as the arrangements made with Alberta Environment in 2009-2010, have become at risk, due to provincial staff retiring, moving on, or simply not being aware of the past agreement. This new storage unit is important in case old soil samples are needed for re-investigation. As implementation of soil sampling increases a need to re-investigate how LICA will store and archive these samples will need to be done.
- LICA's Data and Reporting Specialist aligned internal protocol more closely to Provincial check criteria, which will be used internally prior to provincial audits.
- In the next few months, an upgrade to the data management hardware and an improvement to the server stack will be completed, resulting in a more secure and ergonomically correct system.
- There have been issues over the last two years with the data management service provider. The quantity and quality of support have been questioned as invoices came in. A meeting was held with them in March 2023, and it was decided that the two invoices would be recalled, and a new agreement fee-for-service based system will be used, moving forward.

2.3 Environmental Coordinator Report

The Environmental Coordinator delivered her report, noting:

- The WRRP Grant funding was unsuccessful. Although LICA received positive feedback on the project proposal, they are looking for different projects to support.

- LICA Watershed Committee held their meeting on April 4th. Key priorities were identified in the IWMP, and the committee is looking into different projects to support those priorities.
- A Noxious Weed awareness brochure was created for the Community Garden & Compost. It will be presented at the next E&O Committee meeting.
- Muriel Lake Basin Management Society Annual Highway Clean-up will be held on June 10th, and they are looking for volunteers to help.

2.3.1 2023 CreekWatch Proposal

The Environmental Coordinator presented the 2023 CreekWatch Proposal to the Board. Muriel Lake Basin Management Society has opted out of participating for the 2023 sample season due to limited capacity. It has been difficult to keep committed volunteers, so it was recommended that CreekWatch be offered as a summer citizen science program to different community groups, to increase the outreach of the program while still monitoring numerous creeks in the region. A Board member suggested to reach out to rural, agricultural associations, and summer villages to see if they would be interested in participating.

LICA has participated for the last two years, without charge however for 2023, RiverWatch is asking that LICA donate \$1,000- \$1,500 to participate in the program. This donation would be an annual fee and it would help pay for the cost of kits, training, and staff travel.

The Environmental Coordinator recommended that LICA donate \$1,000 to RiverWatch for participation, from the Industry and Membership revenue stream. A Board member asked if this would need to be brought forward to LISC for approval. The Executive Director explained that there is \$1380.00 under the Contracted Services budget that is no longer being used due to discontinuing Mason Unrau's contract, as such the \$1,000 would be reallocated to CreekWatch to cover the cost. Since the budget was pre-approved by the LISC, she felt it may not be necessary to bring it forward. The LISC members on the Board agreed that this reallocation of funding is not necessary to bring forward to the LISC for approval, since the funding was pre-approved.

#3 Moved by Louise White-Gibbs AND CARRIED for LICA to offer CreekWatch as a summer Citizen Science program to different volunteer groups and organizations, monitoring creeks of interest to them for the 2023 season, and to donate \$1,000 to RiverWatch for participation.

2.3.2 CreekWatch Letter of Support for Water Stewardship Grant

The Environmental Coordinator presented the CreekWatch letter of support for the Water Stewardship Grant, which was approved by the Officers through an email motion on April 13, 2023. This email was sent to facilitate a quick response since the letter of support was needed by April 25, 2023.

#4 Moved by Amanda Avery-Bibo AND CARRIED that the April 13, 2023, Email Motion to send a CreekWatch letter of support for the Water Stewardship Grant be approved. This motion was ratified by Murray Phillips.

2.3.3 2021-2022 WPAC Compendium

The Environmental Coordinator presented the 2021-2022 WPAC Compendium to the Board for information.

2.4 Administration

2.4.1 Executive Director's Report

The Executive Director delivered her report, noting:

- Confirmation has not been received regarding the Canada Summer Jobs Program Grant, therefore the Executive Director suspects that LICA was not successful in receiving it. She asked the Board to consider LICA paying for the entire summer student position, from May 1, 2023, to August 25, 2023. The candidate would work 14-16 hours a week for the first two months and then 32 hours a week for the next two months. The student would work with the Education and Outreach Coordinator and the Environmental Coordinator. If grant funding is received later, it can be used to fund the summer student or be returned.

#5 Moved by John Ilchuk and seconded by Murray Phillips AND CARRIED that LICA will cover the wages of the summer student from May 1, 2023, to August 25, 2023.

- Moose Lake Watershed Society recently created a handbook titled, "Moose Lake, Our Past, Our Home, Our Future." One page is dedicated to the Keep Our Lake Blue Campaign (KOLB). LICA has partnered with Moose Lake Watershed Society in the past to present this campaign, but it was noticed that the LICA logo was removed from the publication. One Board member suggested to have a conversation with the MLWS Board Executive to determine the value of our partnership. Another Board member spoke about the importance of LICA's partnership with groups and recognizing these collaborations. A third member was disheartened to see that the handbook excluded Indigenous peoples who had a strong history at Moose Lake. The Executive director will reach out to the MLWS Board Executive to have a conversation regarding this.

2.4.1.1 Oil and Gas Show Volunteer Sign-Up

The Executive Director presented the Oil & Gas Show Volunteer Sign-Up Sheet to the Board. She expressed the importance of having Board representation at the show and taking advantage of the opportunity to sit with one of LICA's staff to learn more about LICA programs. Board members were asked to email by Wednesday, May 3rd if there was a day and time that worked for them.

One Board member requested the Indigenous land acknowledgement be put up in the booth during the show.

2.4.1.2 2022-23 Strategic Plan Final Report & Summary

The Executive Director presented the 2022-23 Strategic Plan Final Report & Summary to the Board as information.

2.4.2 Financial Reports

2.4.2.1 Accounts Receivable Report to April 19, 2023

The accounts receivable report as of April 19, 2023, was presented to the Board. The Financial Coordinator updated the Board that the SLR payment was received on April 21, 2023. Q4 Industry Invoices were also issued on April 17, 2023, and funds are coming in.

2.4.2.2 Finances to Date March 31, 2023

The finances to date as of March 31, 2023, were presented to the Board. The Financial Coordinator reported that in the 2022-23 fiscal year LICA underspent \$12,048.29, under the Industry and Membership revenue stream, primarily as she reallocated expenditures to consume the remaining funds within the AEG grant. There is also \$608.23 unspent from the WPAC revenue stream, and the Financial Coordinator is awaiting instructions on how to return these funds to AEPA.

It was also brought forward that in the 2023-24 Budget, more money would need to be allocated to insurance, as last fiscal year, insurance was overspent by \$3,000 and additional capital purchases were made that may affect the insurance rates. A Board member suggested to review the Insurance Policy to see if all aspects of it are needed.

A discussion was held regarding surplus money in LICA savings accounts and whether that money should be put into an advanced savings account or yearly locked term account to collect higher interest. The Advanced Savings account offers 2.8% interest, and the locked term account offers 4.8% interest for a 1-year commitment. The Financial Coordinator confirmed that there is approximately \$114,000 in Industry Savings and approximately \$130,000 in Airshed Savings that could be collecting higher interest that as LICA has not touched these funds for years. For now, the Financial Coordinator will move the amount of \$1365.77, that is currently in the common share account to the industry savings account. A Board member suggested that it would be beneficial to move a portion of this money into a locked term savings account.

The Board agreed to revisit this discussion in June, once a review of the budget is done in May 2023.

2.4.3 In-Camera Session

#6 Moved by Murray Phillips AND CARRIED that the Board go in-camera at 11:31am.

#7 Moved by Louise White-Gibbs AND CARRIED that the Board go out of-camera at 12:16am.

#8 Moved by Amanda Avery-Bibo AND CARRIED that the Executive investigate remuneration for LICA staff for consideration by May 27th, 2023, source a 3rd party HR Consultant, and review HR policy recommendations.

2.4.4 LICA Watershed Committee (LWC)

2.4.4.1 April 4, 2023, LWC Minutes - DRAFT

The Draft April 4, 2023, LICA Watershed Committee meeting minutes were presented to the Board for information.

The Environmental Coordinator trialed a new method to encourage committee discussion and engagement by assigning committee member names to sector-assigned topics. This was very successful.

2.4.5 Acid Deposition Monitoring Program Expansion Committee

2.4.5.1 April 4, 2023, ADMPEC Minutes - DRAFT

The Draft April 4, 2023, Acid Deposition Monitoring Program Expansion Committee meeting minutes were presented to the Board for information. There were no concerns with the motion presented.

2.4.6 Governance Committee

2.4.6.1 April 24, 2023, Governance Committee Minutes – DRAFT

The Draft April 24, 2023, Governance Committee meeting minutes were presented to the Board as information.

2.4.6.2 Policy 1.15 Voting and Elections at General Meetings

#9 Moved by Murray Phillips AND CARRIED that Policy 1.15 *Voting and Elections at General Meetings* be accepted as presented.

2.4.6.3 Policy 3.2 Employee/Contractor Probationary Period

#10 Moved by Louise White-Gibbs AND CARRIED that Policy 3.2 *Employee/Contractor Probationary Period* be accepted as presented.

2.4.6.4 Policy 3.3 Overtime Hours

#11 Moved by Louise White-Gibbs AND CARRIED that Policy 3.3 *Overtime Hours* be accepted as presented.

2.4.6.5 Policy 3.6 Employee Vacation

#12 Moved by Colin Cote AND CARRIED that Policy 3.6 *Employee Vacation* be accepted as presented.

2.4.6.6 Policy 3.10 Personnel Files

#13 Moved by Colin Cote AND CARRIED that Policy 3.10 *Personnel Files* be accepted as presented.

The Board would like the following policies reviewed at the next Governance Meeting: Policy 2.6 *Record Retention* and Policy 3.9 *Grievance Procedures*.

3.0 ACTION LIST

3.1 Follow-up on action list

3.1.1 March 23, 2023, Board of Directors Meeting

The Board reviewed the action list for March 23, 2023. Item 2.4.2.2 and Item 2.4.1 are complete, so they were removed. As the Science Fair received no submissions that item was also removed.

4.0 UPCOMING MEETING DATES

4.1 Board Meeting – May 25, 2023

5.0 ADJOURNMENT

The meeting adjourned at 12:37 p.m.

#14 Moved by Murray Phillips 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	✓	✓	✓	✓	✓	✓	A				
Kelly Dion-McFeeters	✓	✓	A	A	TC	TC	✓				
Colin Cote	✓	✓	✓	✓	✓	✓	✓				
John Ilchuk	✓	✓	A	✓	✓	✓	✓				
Amanda Avery-Bibo	✓	✓	✓	✓	✓	TC	✓				
Duane Zaraska	✓	✓	✓	A	A	A	A				
Robert Machatis	✓	✓	✓	✓	✓	A	A				
Leo Paquin	A	A	✓	✓	✓	TC	✓				
Nikole Andres	A	A	TC	✓	✓	✓	✓				
Wayne Bamber	✓	✓	✓	✓	✓	TC	A				
Shawn Elgert	TC	TC	TC	TC	TC	TC	TC				
Hannah Smith	A	A	TC	-	-	-	-				
Xiaofeng Will Wang	-	-	-	✓	A	A	A				
Abdi Siad-Omar	A	A	A	TC	A	TC	A				
Murray Phillips	✓	✓	TC	✓	✓	A	✓				
Phil Kushnir	A	A	✓	A	✓	-	-				
Kayla Blanchette	-	-	-	-	-	✓	A				
Vicky Lefebvre	TC	TC	TC	TC	A	TC	TC				
Lorin Tkachuk	A	A	A	A	TC	A	A				
Contractors											
Michael Bisaga		✓	✓	✓	✓	✓	✓				
Kayla Hellum		✓	✓		✓	✓	✓				
Lily Lin		✓	✓	✓	✓	✓					
Education & Outreach Coordinator			✓	✓	✓	✓	✓				

NOTE:

✓ = Present

TC = Telephone/Video Conference

A = Absent from Meeting



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LICA Board of Directors Meeting
LICA Boardroom and via Microsoft Teams
Thursday, April 27, 2023
9:00 a.m. – 11:30 a.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 April 27, 2023, Board of Directors Meeting	Amanda	For Decision
9:15	1.6	Approval of Minutes 1.6.1 March 23, 2023 – Board Meeting Minutes	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 2.3.1 2023 CreekWatch Proposal 2.3.2 CreekWatch Letter of Support for Water Stewardship Grant 2.3.3 2021-2022 WPAC Compendium	Kayla Kayla Kayla Kayla	For Information For Decision For Ratification For Information
10:20	2.4	BREAK		
		Administration		
10:25		2.4.1 Executive Director's Report	Kristina	For Information
		2.4.1.1 Oil and Gas Show Volunteer Sign-Up	Kristina	For Information
		2.4.1.2 2022-23 Strategic Plan Final Report & Summary	Kristina	For Information
10:40		2.4.2 Financial Reports		
		2.4.2.1 Accounts Receivable Report to April 19, 2023	Maria	For Information
	2.4.2.2 Finances to Date March 31, 2023	Maria	For Information	
10:50	2.4.3 LICA Watershed Committee (LWC)			
	2.4.3.1 April 4, 2023, LWC Minutes – DRAFT	Kayla	For Information	
10:55	2.4.4 Acid Deposition Monitoring Program Expansion Committee			
	2.4.4.1 April 4, 2023, ADMPEC Minutes – DRAFT	Leo	For Information	

11:00		2.4.5 Governance Committee (April 24 minutes and reviewed policies will be presented at the meeting) 2.4.5.1 April 24, 2023, Governance Committee Minutes – DRAFT 2.4.5.2 Policy 1.15 <i>Voting and Elections at General Meetings</i> 2.4.5.3 Policy 3.2 <i>Employee/Contractor Probationary Period</i> 2.4.5.4 Policy 3.3 <i>Overtime Hours</i> 2.4.5.5 Policy 3.6 <i>Employee Vacation</i> 2.4.5.6 Policy 3.10 <i>Personnel Files</i>	Kristina Kristina Kristina Kristina Kristina Kristina	For Information For Decision For Decision For Decision For Decision For Decision
	3.0	ACTION LIST		
11:25	3.1	Follow-up on action list 3.1.1 March 23, 2023, Board of Directors Meeting	Amanda	For Review
	4.0	UPCOMING MEETING DATES		
	4.1	Board Meeting – May 25, 2023	Amanda	For Information
11:30	5.0	ADJOURNMENT	Amanda	For Decision



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BOARD OF DIRECTORS

Meeting Minutes

Thursday, March 23, 2023

9:00 a.m. – 11:30 a.m.

LICA Boardroom and via Microsoft Teams

Present:

Colin Cote
John Ilchuk
Amanda Avery Bibo
Leo Paquin
Nikole Andres
Shawn Elgert
Kelly Dion-McFeeters
Vicky Lefebvre
Murray Phillips

Guests and Observers:

Staff and Contractors:

Vicky Krawchuk, Executive Director
Maria Cueva, Financial Coordinator
Michael Bisaga, Environmental Monitoring Programs Manager
Kayla Hellum, Environmental Coordinator
Stephanie Sitkowski, E & O Coordinator
Eveline Hartog, Administrative Professional
Lori Jodoin, Administrative Professional

Regrets:

Louise White-Gibbs
Kayla Blanchette
Abdi Siad-Omar
Wayne Bamber
Robert Machatis
Lorin Tkachuk
Xiaofeng Wang
Duane Zaraska

1.0 CALL TO ORDER:

The LICA Board Chairperson, called the meeting to order at 9:07 a.m.

1.1 Traditional Acknowledgement

1.2 Member Introductions

1.3 Vision, Mission, and Values

1.4 Attendance

The Board reviewed the Attendance Record, noting that there were no concerns.

1.5 Approval of Agenda

1.5.1 March 23, 2023, Board of Directors Meeting

#1 Moved by John Ilchuk AND CARRIED that the March 23, 2023, Agenda be approved as presented.

1.6 Approval of Minutes

1.6.1 February 23, 2023– Board Meeting Minutes

#2 Moved by Leo Paquin AND CARRIED that the Minutes of the February 23, 2023, 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:

- Seven air-based classroom presentations have been completed in the fourth quarter. The goal was ten but with staff turnover, this is a great accomplishment.
- Since January 1, 2023, 78 Vermicomposting bins have been completed.
- Myrnam Adult Learning Center DIY Day was successful. Twenty people participated in the vermicompost workshops. They will be holding another workshop in the fall and asked our Education and Outreach Coordinator to present again, either for vermicomposting or bird identification.
- Positive reviews have been received from Myrnam School classroom presentations, especially with the Skulls and Pelts Program.
- Potential collaboration with Kehewin Tribal Coordinator, who also sits on the LICA Board. Kehewin’s prime audience is youth, so they are looking forward to the collaboration and partnership.
- ALUS Presentation and Townhall was held on February 27th. Members of the public joined as did representatives from the County of St. Paul. A detailed review will occur in April, in regard to moving forward with ALUS.

- Stream of Dreams applications are coming in for Fall 2023.
- Virtual Science Fair information has been distributed to schools and shared on social media. The deadline for submission is April 14, 2023.
- World Water Day Webinar was held on March 22, 2023, and approximately 70 people joined. LICA's Alberta Agriculture and Forestry Board representative was also in attendance.
- LICA will be attending and setting up a booth at the Volunteer Showcase in Cold Lake, on April 21, 2023.
- LICA's YouTube videos have had increased views. The spring project will be to increase video activity.

2.2 Manager of Environmental Monitoring Programs Report

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

- With supply chain issues there will be underspent funds for the 2022-23 fiscal year. They are working to responsibly maximize spending for year-end.
- Alberta Airsheds Council 2022 Report will be released in a few weeks. LICA is reporting on airshed zones for the entire province.
- Cold Lake Long-Term Soil Acidification Monitoring Report was finalized in March 2023 and posted on the website.
- Final Report to Alberta Environment will be completed prior to month end. Maps will be redone and uploaded in the report before sending it off. This report fulfills the requirement for the Air Monitoring Directive.
- Once all annual data is completed the Annual Data Validation program will be run ahead of Alberta EPA's data audit, to proactively review the data prior to the audit.
- Dashboard reporting will be redone as several changes have been made to the networks over the past two years. Dashboard reports will be rebooted.
- AQHI Map displays the air health in our area. Two factors driving air quality values into the moderate range are ozone and particulate matter. St. Lina, Lac La Biche, and Cold Lake are in the moderate AQHI level.

2.3 Environmental Coordinator Report

The Environmental Coordinator delivered her report, noting:

- Riparian Health Campaign will proceed with confirmation of the increased grant funding and will start in the Spring.
- The status of commencing the Riparian Intactness Assessment project is pending due to the confirmation of WRRP grant funding.
- IWMP copies have been printed off and will be given to decision makers in the Watershed. Promotional items, such as shirts and hats have been ordered and will also be given out. The next LICA Watershed Meeting is on April 4, 2023. The next WPAC Managers Meeting will be held in April 2023.
- Bird Monitoring will continue until April 1, 2023. Many families have been participating in this initiative.
- On March 8, 2023, the LISC approved the 2023 ALMS LakeWatch Program Proposal, to sample ten lakes within the LICA region with a total funding value of \$50,000.
- A Species at Risk flip book will be created with photos and identification features for use in the community.

- Muriel Lake Basin Management Society announced at their meeting that they are downsizing projects they are involved in. One of those projects will be CreekWatch.

2.3.1 2022 CreekWatch Summary Report

The Environmental Coordinator created an in-depth 2022 CreekWatch Summary Report and delivered the conclusion of the report to the Board. This document will be posted on the LICA Website and shared with CreekWatch members.

She reminded the Board about the difference between ALMS and CreekWatch. ALMS has scientific testing with laboratory results and CreekWatch includes results from Citizen Science volunteers based on their observations. Citizen Science is beneficial to provide on-the-ground observations.

A Board member inquired about testing for caffeine in the water, which is an indicator of human contaminants. The Environmental Coordinator explained that it was not tested for, as they tested only parameters given by RiverWatch. If CreekWatch commences this upcoming season, she will check to see if caffeine sampling can be done.

Another Board member invited our Environmental Coordinator to a Zoom Meeting put on by Blue Quills Social Programs, on March 31, 2023. Dr. Dawn Martin Hills will be presenting on Women's Water Law. The Board member was going to check to see if this could be a possible Lunch and Learn opportunity for LICA and would let the Environmental Coordinator know.

2.4 Administration

2.4.1 Executive Director's Report

The Executive Director delivered her report, noting:

- Deadline for the interim reporting requirements of the WPAC Operating Grant and the AEG is April 15, 2023.
- Q4 OSM financial reporting to be submitted by to March 27, 2023.
- Year-end reporting and budgeting are well underway; a final year-end financial report will be provided to the Board in April.
- WPAC Grant and AEG Agreements for 2023-27 were accepted and will be signed by the Officers and submitted by the March 24, 2023, deadline. There is an increase of funding in both Grants, with a 64% and 55% increase respectively. The Executive Director shared this information, in a chart, in her report.
- A Board member suggested writing a letter of appreciation to the Minister of Environment and Protected Areas, Minister Sonya Savage. A thank you letter will be submitted for both the WPAC Operating Grant and Airshed Engagement Grant increased funding.
- Budgeting documents have been created to assist staff who are working with the financial budget.
- The Executive Director's last day will be March 31, 2023. She thanked everyone for the opportunity to be a part of the LICA team and expressed

her enjoyment of working with everyone. Board members shared their appreciation for her hard work and dedication.

2.4.1.1 Summer Student Hiring Committee

The Summer Student Job Advertisement has been sent out to all local High Schools and resumes are starting to come in. The Executive Director opened the floor to the creation of an ad hoc Hiring Committee. The Committee will consist of the following:

- Executive Director
- Education and Outreach Coordinator
- Environmental Coordinator
- Kelly Dion-McFeeters
- Amanda Avery-Bibo

This Committee will review resumes and will contact those they would like to interview. Interviews will consist of a panel of the Education and Outreach Coordinator, the Executive Director, and a Board member.

#3 Moved by John Ilchuk AND CARRIED that the Summer Student ad hoc Hiring Committee will consist of the Executive Director, Education and Outreach Coordinator, Environmental Coordinator, Kelly Dion-McFeeters, and Amanda Avery-Bibo.

2.4.2 Financial Reports

2.4.2.1 Accounts Receivable Report to March 14, 2023

The accounts receivable report as of March 14, 2023, was presented to the Board. Payment from the County of Two Hills has been received since this report was created and confirmation from the others stated that payments will be received shortly.

2.4.2.2 Finances to Date February 28, 2023

The finances to date as of February 28, 2023, were presented to the Board. One corporate member and one municipal member have decided to opt out of LICA membership this year, these being Pure Environmental and the Municipal District of Bonnyville. It was suggested by the Board to offer the MD of Bonnyville a free one-year membership with a non-voting seat on the Board, via a delegation. The Chairperson and Executive Director will organize this delegation.

#4 Moved by Murray Phillips AND CARRIED that LICA extends a free non-voting membership for 2023 to the MD of Bonnyville through a delegation.

2.4.2.3 Finances to Date March 22, 2023

The finances to date as of March 22, 2023, were presented to the Board. An updated report was given regarding the WPAC fraudulent cheques. The Credit Union is pending a signature from the Chairperson regarding this issue.

The Financial Coordinator noted that we are on budget for the end-of-the-year financials.

2.4.3 Change Date for June Board Meeting, Bonnyville Oil & Gas Show

The Executive Director discussed moving the June Board Meeting as that date conflicts with the Bonnyville Oil & Gas Show. Board members agreed to move the June Board Meeting to June 15, 2023.

#5 Moved by Colin Cote AND CARRIED that the June Board Meeting be moved to June 15, 2023.

3.0 ACTION LIST

3.1 Follow-up on action list

3.1.1 February 23, 2023, Board of Directors Meeting

The Board reviewed the action list for February 23, 2023.

4.0 UPCOMING MEETING DATES

4.1 Board Meeting – April 27, 2023

5.0 ADJOURNMENT

The meeting adjourned at 11:20 a.m.

#6 Moved by Colin Cote AND CARRIED that the meeting is adjourned.

Approved on: _____
Date

Signature



LICA
ENVIRONMENTAL STEWARDS

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

LICA Education & Outreach Update April 17th, 2023

Program and Event Analytics 2023 - 2024					
Synergy		Watershed		Airshed	
Audience Reached	255	Water School Programs	13	Air School Programs	0
Community Events	1	X-Stream Science	0	CARS	0
LICA Workshops/Events	2	Stream of Dreams	0		
Contests	1	Vermicompost Bins	57		
Youth & Summer Programs	0				
Little Green Thumbs	0				

Recent Meetings and Events

- April 4th – AAC Communications Committee Meeting
- April 11th – AAC Innovative Air Education Program Advisory Committee Meeting
- April 11th – Meeting of Summer Student Hiring Committee
- April 12th – Wildfire Smoke Monitoring Webinar
- April 12th – Vermicomposting at Bonnyville Library
- April 13th/14th – Presentations in Lac La Biche
- April 14th – Due Date for Virtual Science Fair
- April 15th – Vermicomposting at Rich Lake Ag Society

Community Workshops

- April 12th Wildfire Smoke Monitoring Webinar, only staff attendees through LICA.
- April 12th Vermicomposting at the Bonnyville Municipal Library, 15 attendees.
- April 15th Attended Garden Workshop at Rich Lake Agricultural Society – presented Vermicomposting, 40 attendees.

School Programming

- Two more air-based presentations are required to reach our goal of ten; we have hit the target for water-based presentations.
- We will be hosting a group of homeschooling families at the LICA office for the last week of programming in our Board Room.

Virtual Science Fair

- Unfortunately, no submissions were received for the 2023 Virtual Science Fair.

ALUS 101 Update

- 11 Attendees – 6 guests, 5 staff members.
- ALUS program has different focuses in each province – AB is Watershed.
- One legal entity is required for signing of agreements and contracts – heavily influenced by municipality and county support; can be an NGO.
- County of St. Paul showed interested in implementing – will be in contact with the ALUS representative.
- Some guests showed support for implementing ALUS in the area.
- Areas of concern:
 - Friction between producers and the M.D. – guest producers shared their dislike of M.D. practices and lack of willingness to change methods.
 - Potential of butting heads between small-scale and large-scale operations, at least to start.

Cows and Fish Workshop

- Tentative dates (August 9th & 10th) have been scheduled for a riparian health workshop with Cows and Fish.
- Decisions to make with the EOC to determine whether we want a one-day or two-day workshop.
 - Option to do two-day: one municipal workshop at Jessie Lake, and one producer workshop on agricultural land.
 - What can we pay for through LICA for guest host?

Social Media

Social Media Analytics					
Platform	Likes	Followers	Reach	Engagement (90-day period)	Page Views

Facebook					
Feb 14 – Mar 13 Insights	788	889	5331	544	91
Mar 14 – Apr 17 Insights	793		6500	649	135
Instagram					
Feb 14 – Mar 13 Insights	-	527	333	199	14
Mar 14 – Apr 17 Insights		532	474	223	21

Platform	Subscribers	Impressions	Watch Time (Hours)	Video Views
YouTube				
Feb 14 – Mar 13 Insights	7	20	0.1	2
Mar 14 – Apr 17 Insights	7	30	0.6	24

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

- April 17th – Meeting with Cows and Fish
- April 18th – Summer Student Interviews
- April 20th – WPAC E&O Meeting
- April 21st – Cold Lake Volunteer Show
- May 2nd – Seed Starting at Cold Lake Library South
- May 2nd – AAC Communications Committee Meeting
- May 6th – FCSS Discovery Day – Attending with Booth
- May 11th – Water North Coalition Spring Meeting
- May 11th – Grant Writing 101 Course
- May 16th – Garden Orientation
- May 17th – Bonnyville Interagency Meeting

Environmental Monitoring Programs

April 27th 2023, Board of Directors Update

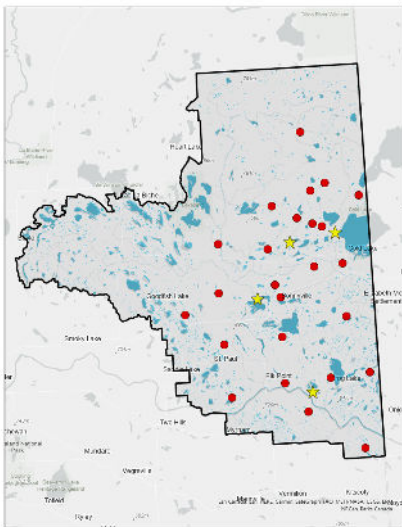


Routine Operations & Reporting

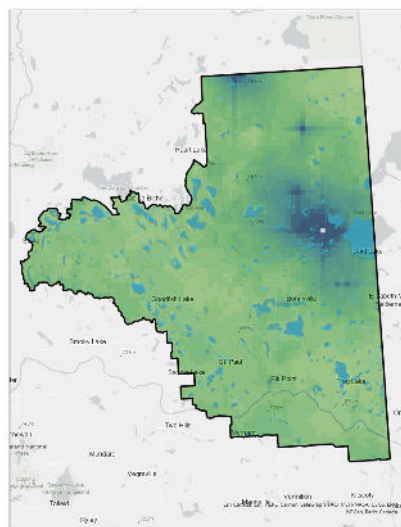
Network Improvements: Given construction delays, supply chain issues, and cost increases, staff are investigating alternatives to replacing the St. Lina monitoring station including refurbishment.

Special Projects and Other Updates

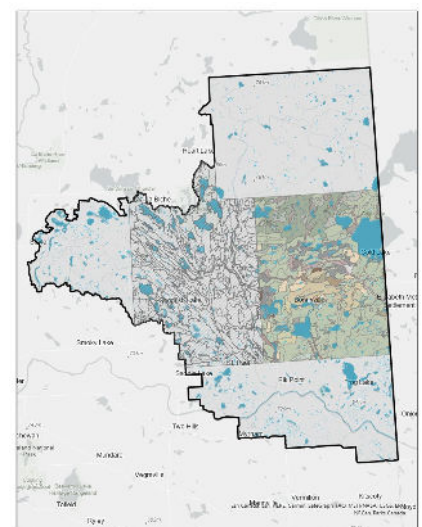
Acid Deposition Monitoring Program Expansion Committee (ADMPEC): At their April 6th meeting, the ADMPEC was presented the results of a screening process using GIS spatial analysis tools; this process identified areas to expand LICA's soil acidification monitoring program. Variables considered in the screening process included proximity to air monitoring sites, modelling, soil classification, human footprint, vegetation inventory, and satellite imagery (visualized below). Several plots in a small area west of Marie Lake were shortlisted. The next steps involve working with lease holders or landowners to identify any potential long-term development plans in the areas identified by the screening activity. If the sites are not at risk of being disturbed by future development, ground truthing will proceed and ultimately, a new soil monitoring site will be established.



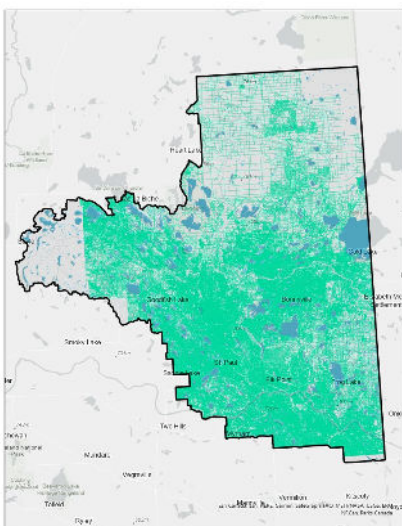
Step 1: Base Map



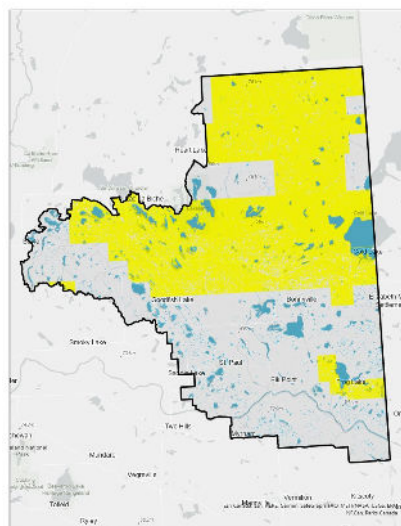
Step 2: GEM-MACH Model Output



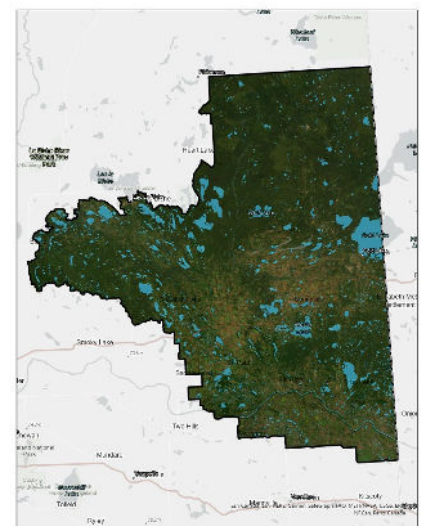
Step 3: Soil Classification



Step 4: 2019 ABMI Human Footprint



Step 5: Alberta Vegetation Inventory



Step 6: Satellite Imagery

Soil Monitoring Sample Storage: In the early days of the regional soil monitoring program (2009-2010), Alberta Environment made arrangements to provide storage space for LICA's soil samples collected from the Whitney Lakes, Moose Lake, and Tucker Lake soil acidification monitoring plots; the samples were stored in the same archive facility that held the Province's soil monitoring site samples. This arrangement continued to present day however Provincial staff soil scientists have retired or are moving on; long-term access to the samples and storage space is at risk. Staff investigated local area storage options however ultimately, a commercial storage facility in Edmonton was chosen.



An indoor 10x10 storage locker has been rented and is being outfitted with shelving for LICA's nearly 2,500 soil samples; the locker will also serve as a temporary storage area to stage equipment being prepared for deployment for the acid deposition monitoring program expansion.

Annual Data Review/Audit Results: Alberta EPA identified a few small issues with LICA's ambient data during their annual data review, namely the "sticky values" check (15+ consecutive hours of static data values). The protocol developed by LICA which mirrors the Provincial check criteria will be modified in response to EPA's findings. This is the second year that LICA used the internal protocol prior to the review/audit.

Data Management System "Re-Stack" Underway: Issues related to equipment performance, data security, and safety/ergonomics all pointed to the need for an upgrade to the data management hardware and an improvement to the physical layout of the server stack. Work is underway and should be complete sometime in the next month or two.

Data Management System Provider Service Standard: After several years of *arm-wrestling* with the data management system's software provider regarding the quantity and quality of support provided to LICA, staff have come to an agreement on a path forward. LICA will effectively have a fresh start with the provider; all outstanding invoices will be made null/recalled. A new agreement, potentially fee-for-service based, will be developed.

Michael Bisaga
Monitoring Programs Manager

Lily Lin
Data and Reporting Specialist

monitoring@lica.ca



Environmental Coordinator Programs Update

April 27, 2023, Board of Directors Meeting

2023 Projects:

- The board will be advised once the funding outcome is received.
 - WRRP Grant: Riparian Intactness Assessments.
- The Riparian Health Campaign planning/development will take place over the spring/summer.

LICA Watershed Committee (LWC):

- IWMP: Implementation is ongoing.
- April 4 – LWC meeting:
 - Valuable discussion was had that will support future project planning for IWMP implementation.
 - Currently looking into different projects to support key priorities identified in the IWMP.

Watershed Planning & Advisory Council (WPAC) Managers

- April 12, 2023 – WPAC Manager Meeting:
 - Please see the attached 2020-2021 WPAC Compendium, for information.

Alberta Lake Management Society (ALMS)

- The LLB County conducts water quality monitoring at Beaver, Fork, and Elinor Lake, each year with sampling procedures consistent with ALMS protocol. They inquired if the data they collect could be included in the LICA LakeWatch Summary reports to house all like-data collected in the Beaver River watershed in the same summary report.
- Currently, ALMS uses the LLB County data in their ALMS LakeWatch Summary report, and they agree that would be better suited to be included in the LICA LakeWatch report.
- For the 2023 LakeWatch Summary Report, ALMS will work to integrate this additional water quality data into the LICA LakeWatch Summary Report.

Citizen Science

2023 Winter Bird Monitoring

- The Winter Bird monitoring program is now complete. 12 observation submissions were received.
- All community members who submitted bird observation sheets were included in a draw to win a LICA swag bag!

Bird Species	2023 Count	Bird Species	2023 Count
Bald Eagle	1	Black-capped Chickadee	73
Evening Grosbeak	8	Common Raven	9
White-breasted Nuthatch	5	Black-billed Magpie	16
Hairy Woodpecker	2	Blue Jay	31
Great Horned Owl	1	Downy Woodpecker	7
House Sparrow	76	Rock Pigeon	10

CreekWatch

- Question from March Board Meeting: ***Could caffeine be sampled as part of the CreekWatch program to show anthropogenic effects in natural waterbodies?***
- Answer: CreekWatch does discuss the presence of pharmaceuticals in waterways every day during school trips with RiverWatch, but currently doesn't have a testing parameter.
From what they understand, testing for caffeine would require laboratory analysis using special lab equipment using either a chromatography or spectrophotometry instrument to detect caffeine from the other compounds found in a water sample. Unfortunately, CreekWatch currently doesn't have the budget for this, but they understand the adverse effects of pharmaceuticals on an aquatic ecosystem. They haven't found anything online for on-site caffeine-detecting test kits but will keep an eye out for something applicable that would make it possible in the future.
- The 2022 CreekWatch Summary report has been posted on the LICA website.
- Please see agenda item 2.3.1 2023 CreekWatch proposal for decision.
- Click [here](#) to view the signed CreekWatch Letter of Support for the Water Stewardship Grant.
 - Please see agenda item 2.3.2. for Ratification.

Other:

- The E&O Coordinator and Environmental Coordinator completed the design for the Annual Work Plan. It has been posted on the LICA Website.
- A Noxious Weed awareness brochure was developed specifically for the Community Garden & Compost. This will be included in the Community Garden Member welcome bags to raise awareness of Noxious weeds and the duty to control them.

Additions:

- March 24 – In-Design Training Course.
- April 1 – Last day for Winter Bird Monitoring submissions.
- April 4 – LICA Watershed Committee Meeting.
- April 6 – LICA Staff Meeting.
- April 7 & 10 – LICA Office Closed.
- April 11 – Summer Student Hiring Committee Meeting.
- April 12 – WPAC Manager Meeting.
- April 15 – WPAC Interim Report due date.
- April 18 – Summer Student Interviews.
- April 20, 21 – First Aid Training.
- April 24 – Letter of Support submitted to CreekWatch.
- April 27 – LICA Board of Director Meeting.

Kayla Hellum,
LICA, Environmental Coordinator

Proposal to the Board: CreekWatch 2023

Kayla Hellum, Environmental Coordinator

Recommendation:

LICA to offer CreekWatch as a summer Citizen Science program to different volunteer groups and organizations, monitoring creeks of interest to them for the 2023 season, and to donate \$1,000 to RiverWatch for participation.

Background:

CreekWatch is a provincial-wide program conducted by the non-profit RiverWatch Institute of Alberta. The citizen science-based program engages adult volunteers to collect water quality data to help address community concerns or inquiries about aquatic health. Data is entered on a public, online platform that instantly graphs results. Each project uniquely addresses specific volunteer groups and research question needs. CreekWatch staff provide portable water quality labs containing all necessary water sampling equipment and the required training for sampling.

LICA participated in CreekWatch in 2021 at an un-named creek flowing from Garnier Lake to Muriel Lake. In 2022, two additional creeks were sampled: a second creek flowing into Muriel Lake, and Jackfish Creek.

Discussion:

Due to the limited capacity of the Muriel Lake Basin Management Society (MLBMS), they have opted out of participating in CreekWatch for the 2023 sample season. The alternative location sampled in 2022 was Jackfish Creek. It was sampled five times, and on average LICA's Environmental Coordinator and one community volunteer were present. It was difficult to retain volunteers to sample throughout the summer.

Due to this, it is recommended that CreekWatch be offered as a summer citizen science program to different community groups, instead of choosing one creek to be sampled for the whole season. If a group is interested, the sampling event will act as a field day to teach that group about a creek of interest to them. The intent behind this is to increase the outreach of the CreekWatch program while monitoring a variety of creeks in the region.

Different community groups/organizations will be contacted which will raise awareness of the program and widen its reach. The program is customizable to each group as they will choose a Creek of interest to them, therefore hopefully increasing the volunteers at each event.

This approach may help secure a single Creek with an interested volunteer group to sample in future years, much like how CreekWatch initiated with MLBMS and Muriel Creek.

Donation Fee:

On February 9, 2023, the Executive Director of RiverWatch emailed LICA's Environmental Coordinator once they identified a gap in information about past relationships with the CreekWatch program and local watershed groups. RiverWatch has annually requested a donation fee of \$1,000-\$1,500 from groups to offset the cost of kits, training, and staff travel, although this was not asked of all groups.



April 27, 2023

In 2021 and 2022, it was accepted that LICA participates without associated costs. For 2023, RiverWatch is asking that LICA donate \$1,000-\$1,500 for participation in the program.

It is recommended that LICA donate \$1,000 from the industry revenue stream to RiverWatch to allow for participation. LICA has been fortunate to participate without a charge the last two years and should consider this donation fee for this season should the decision be made to participate.

This donation fee will be an annual fee and will need to be paid through the industry revenue stream, as monitoring efforts can not be paid through the WPAC operational grant.

From: [Kristina Morris](#)
To: [Louise White-Gibbs](#); [Amanda Avery-Bibo](#); [Kayla Hellum](#); [leo.paquin](#) [REDACTED]
Subject: RE: Letter of Support Request_ For Decision
Date: April 18, 2023 4:41:23 PM
Attachments: [image004.png](#)
[image005.png](#)
[image007.png](#)

Thank you Amanda for making the motion and Officers for your support.

Seeing that there were no blocks presented, we will consider this motion carried. This email will be presented at the upcoming Board Meeting for ratification.

Yours in environmental stewardship,

Kristina Morris

Executive Director, LICA - Environmental Stewards
Box 8237, 5107W - 50 Street
Bonnyville, AB T9N 2J5
(t) 780.812.2182 (c) 780.201.4965 (f) 780.812.2186



From: Louise White-Gibbs [REDACTED]
Sent: Friday, April 14, 2023 1:14 PM
To: Amanda Avery-Bibo <chairperson@lica.ca>; Kristina Morris <executivedirector@lica.ca>; Kayla Hellum <watershed@lica.ca>; [leo.paquin](#) [REDACTED]
Subject: Re: Letter of Support Request_ For Decision

I agree with the letter of support and motion to approve sending it; however, I don't believe that the sentence should be tweaked as you suggested Amanda, because

- 1- the community volunteers are not necessarily LICA members
- 2- the Muriel Basin group has supported this in the past, but I think this letter of support is suggesting that they do support the Creek watch program going forward (not just past tense).

Does this make sense lol?!

Louise

From: Amanda Avery-Bibo <chairperson@lica.ca>

Sent: Friday, April 14, 2023, 11:08 a.m.

To: Kristina Morris <executivedirector@lica.ca>; Kayla Hellum <watershed@lica.ca>;
leo.paquin <Leo.Paquin>; Louise White-Gibbs

Subject: Re: Letter of Support Request_ For Decision

Good Morning,

I am happy to make the following motion:

LICA to accept providing a letter of support to the RiverWatch Institute of Alberta for their Water Stewardship Grant application regarding the CreekWatch program.

I have a few suggested edits

- switch Watershed Group before Airshed Group (want using being watershed group to stand out when offering a watershed focus letter)
- we switch between being LICA and LICA - Environmental Stewards. Need to maintain consistency in which one we are using
- Suggested tweak this sentence a bit " [LICA](#) community volunteers and the Muriel Lake Basin Management Society [have supported](#) that monitoring of three local creeks of ~~community~~ interest [in](#) the LICA region"

Thanks

Amanda

-
- ThanksC
-

Thankscommunity volunteers and the Muriel Lake Basin Management Society supported the monitoring of three local creeks of community interest in the LICA region.

Community volunteers and the Muriel Lake Basin Management Society supported the monitoring of three local creeks of community interest in the LICA region.

From: Kristina Morris <executivedirector@lica.ca>

Sent: April 14, 2023 10:32 AM

To: Kayla Hellum <watershed@lica.ca>; Amanda Avery-Bibo <chairperson@lica.ca>;
leo.paquin <Leo.Paquin>; Louise White-Gibbs

Subject: Re: Letter of Support Request_ For Decision

Good morning Officers,

Kayla, I must apologize as I did not mention the formalized process we must take for when the Officers make a motion to be ratified at the next Board meeting.

Amanda, Leo, and Louise -

We kindly ask that one of the Officers make the following motion:

LICA to accept providing a letter of support to the RiverWatch Institute of Alberta for their Water Stewardship Grant application regarding the CreekWatch program.

Should a motion be made and no blocks from the other Officers are presented by April 18th, we will consider this motion carried. It will then be ratified at the Board of Directors meeting on April 27th.

In terms of the letter, please review and provide your edits to Kayla by April 19th, so the letter may be signed, sent, and be attached to the Board agenda.

Thank you very much!

Kristina

From: LICA Environmental Coordinator <watershed@lica.ca>

Sent: Thursday, April 13, 2023 3:03 PM

To: Amanda Avery-Bibo <chairperson@lica.ca>; leo.paquin <[REDACTED]> <Leo.Paquin> <[REDACTED]>; Louise White-Gibbs <[REDACTED]>

Cc: Kristina Morris <executivedirector@lica.ca>

Subject: Letter of Support Request_ For Decision



Good afternoon, Officers,

We received a request from the RiverWatch Institute of Alberta to write a letter expressing

our support for the Water Stewardship Grant to help fund the CreekWatch program. RiverWatch is currently completing a grant proposal to obtain this additional funding.

Since LICA has partnered with RiverWatch to offer the CreekWatch program for the past two years, they are hoping we would feel compelled to provide a letter of support to accompany their application.

Normally, this would be a Board discussion, but the letter of support is needed by **April 25th**. For your convenience, I have drafted a letter for your review, please find it attached. If you are in favour of sending this letter of support, the Chair may sign the letter and I will submit it by the above-mentioned date.

Furthermore, this item has been included on the April 27 Board meeting agenda for ratification following your decision.

If you have any questions or concerns, please do not hesitate to let me know.

Thank you,

Kayla Hellum

Environmental Coordinator



Office: (780) 812-2182

Email: watershed@lica.ca

www.lica.ca

LICA is located on and benefits from the traditional lands of the Denesų́łíné, Nehiyaw (Cree) and in the heart of the Métis Homeland. LICA respects and honors our responsibility to truth and reconciliation as members of Treaty 6, 8, and 10 and Métis Nation of Alberta – Region 2.



Please consider the environment
before printing this email.

Report on Alberta's
**WATERSHED PLANNING
& ADVISORY COUNCILS**

2021- 2022



Water for Life Strategy

Alberta's designated Watershed Planning and Advisory Councils (WPACs) support the [Water for Life strategy](#) and work collaboratively with Alberta Environment and Protected Areas (AEP) to achieve the goals and key directions of the strategy. These include:

Goals

- Albertans are assured their drinking water is safe.
- Albertans are assured that Alberta's aquatic ecosystems are maintained and protected.
- Albertans are assured that water is managed effectively to support sustainable economic development.

Key Directions

- Albertans will have access to the knowledge needed to achieve safe drinking water, healthy aquatic ecosystems, and reliable, quality water supplies for a sustainable economy.
- Water for Life partners are empowered, informed, and fully engaged in watershed stewardship.
- All sectors (and the public) understand how their behaviours, actions, and activities; impact water quality, quantity, and the health of aquatic ecosystems, and they adopt a "water conservation ethic" and take action.

WPACs support implementation of the [Water for Life strategy](#) and work collaboratively to:

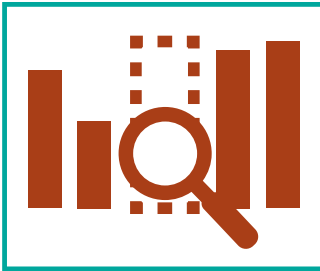
1. Periodically assess and report on the state of their designated watersheds.
2. Develop Integrated Watershed Management Plans (IWMP) and then lead, promote and coordinate the implementation of the IWMP across stakeholders.
 - a. Integrated Watershed Management Plans will align with the corresponding Regional Plan(s) under the Land Use Framework and existing/relevant policies and plans.
3. Inform, educate, and involve watershed stakeholders, including the public, on water issues and watershed stewardship.
 - a. WPACs and AEP will collaborate on water and watershed literacy and education outreach initiatives, where appropriate.
4. Serve as a convenor and collaborator across watershed stakeholders to advance overall watershed stewardship and management.
 - a. WPACs shall provide advice to AEP about integrated watershed management and with respect to related issues requested by AEP, as resourcing permits.

WPACs at a Glance

- Multiplied the \$2.5 million invested by Alberta Environment and Protected Areas with an **additional \$4.8 million** of non-Government of Alberta investments.
- **Employed 45 individuals**, contributing to, and diversifying Alberta's economy in primarily rural areas.
- Were directly **supported by more than 4,500 organizational and individual members** representing over 20 sectors.
- **Worked with 1,000+ partners and 1,300+ volunteers** to deliver carbon reducing restoration projects, land use planning recommendations and implementation, land-based education, and watershed monitoring projects across the province.
- **Engaged with 33,000+ followers** on social media channels.
- Actively participated on the **Alberta Energy Regulator Multi Stakeholder Engagement and Advisory Committee** where we provide our advice on how to engage sectors on priorities such as the expanded mandate (e.g., geothermal and minerals) and liability management framework.



STATE OF WATERSHED ASSESSMENTS & REPORTING



Assessment: Evaluate the condition of the aquatic environment in Alberta watersheds using a variety of indicators and metrics informed by the best available science.

Reporting: Publish State of Watershed reports to identify watershed conditions, local pressures in the watershed, and potential gaps in environmental data and/or research needs.

PLANNING

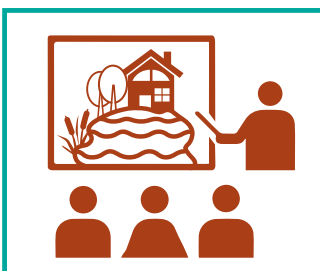


Planning: Prepare Integrated Watershed Management Plans (IWMPs) for Alberta watersheds to advise relevant decision-makers and stakeholders of watershed issues and potential best responses.

Implementation: Promote, lead, and coordinate implementation of IWMPs, including opportunities to integrate and adopt strategies across stakeholders.

Policy Input: Contribute, when requested, watershed knowledge and perspectives to relevant Government of Alberta policy development and implementation activities. Communicate with AEP via the Watershed Co-ordinators when policy issues arise within their regions.

LITERACY & EDUCATION



Education: Enhance environmental literacy throughout Alberta watersheds by developing and delivering education products or programs that foster water and aquatic ecosystem stewardship.

CONVENORS & COLLABORATORS



Convener: Provide a forum where stakeholders meet to share information and identify, discuss, and recommend priorities for issues, initiatives, and the implementation of IWMPs.

Collaborator: Develop partnerships across the watershed with Indigenous communities and stakeholders to lead or support watershed-related projects and programs.



Website: www.awc-wpac.ca
 Twitter: [@awc-wpac](https://twitter.com/awc-wpac)
 Facebook: [AthabascaWatershedCouncil](https://www.facebook.com/AthabascaWatershedCouncil)
 Instagram: [awc_wpac](https://www.instagram.com/awc_wpac)
 LinkedIn: [awc-wpac](https://www.linkedin.com/company/awc-wpac)
 YouTube: [@awc_wpac](https://www.youtube.com/channel/UC...)

The Athabasca Watershed Council (AWC) was established in 2009 and today, is a registered charity, operating in Treaty 6, 8 and 10 Territories. The AWC uses consensus and collaboration to identify and address water issues in the Athabasca watershed, an area representing almost one quarter of Alberta’s land base, stretching from Jasper to Fort Chipewyan. The AWC and its partners work towards a vision where, from its mountain headwaters to the delta lowlands:

The Athabasca River watershed is ecologically healthy, supporting resilient communities and a sustainable economy.

The organization is guided by its Board of Directors, who oversee the work of four staff.



The AWC is supported by Alberta Environment and Protected Areas (AEPA), as well as a number of municipal, industry, Indigenous, and non-government partners and supporters who provide financial, technical, and in-kind support.

The work of the AWC is guided by its 4-year Strategic Plan. The AWC’s five strategic goals for 2023-2026 are:

1. Provide easily accessible information to improve knowledge about the Athabasca watershed.
2. Actively engage others in mobilizing resources and commitments to achieve shared outcomes.



3. Be a credible, recognized authority on the condition of the Athabasca watershed and use this information to implement an Integrated Watershed Management Plan.

4. Promote the alignment and integration of land and water statutory and non-statutory policies, plans and programs across jurisdictions.

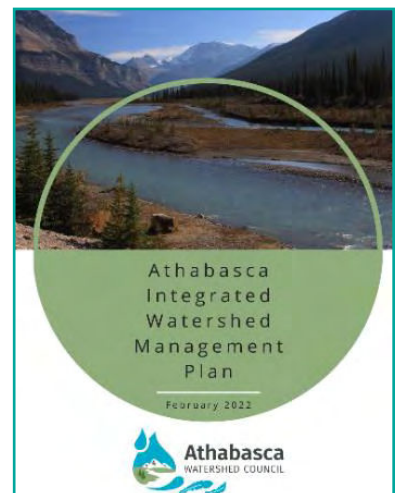
5. Strive for organizational professionalism, balanced representation, sustainability and effective and efficient use of resources.

STATE OF WATERSHED ASSESSMENT AND REPORTING

The AWC has completed a number of [*State of the Watershed*](#) (SOW) reports and is currently updating its SOW reporting framework. We also play a role making connections between numerous [*monitoring and research*](#) interests and initiatives throughout the basin.

PLANNING

In 2022, the AWC approved the [*Athabasca Integrated Watershed Management Plan*](#) (IWMP) which provides strategic, long term actions to protect the health of the watershed and achieve the three goals of the [*Water for Life Strategy*](#).



IWMP implementation is occurring via a number of projects and collaborations such as the [Athabasca Healthy Shorelines](#), [Upper Athabasca Biomonitoring initiative](#) and the [Community Drinking Water Resiliency](#) project.



Subwatershed and lake stewardship groups like [Baptiste and Island Lakes Stewardship Society](#) and the [Lac La Biche Watershed Management Plan Implementation Committee](#) are also key to achieving shared watershed management goals across the Athabasca watershed.

The AWC is also pleased to promote and support AEPA's implementation of the Upper and Lower Athabasca water management frameworks and other initiatives that integrate land and water management in this region.

LITERACY AND EDUCATION

The AWC works to share information about the Athabasca watershed using our website, weekly social media posts and monthly blogs and newsletters.



We also host project related webinars and participate in a number of virtual, in person and

in the field educational events. We are pleased to be collaborating on the Caring for Our Watersheds and X-Stream Science educational youth projects.

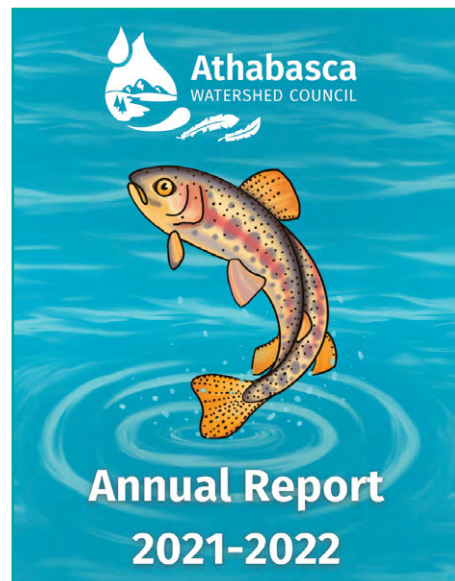
We also work to promote the work of other organizations in the Athabasca watershed and to amplify our partner communications, to reinforce watershed knowledge and stewardship key messages across the basin.

CONVENOR AND COLLABORATOR

The Athabasca watershed is a large basin with a small population. Collaboration is key to our success and we have been focussing on convening working groups and partnerships across the watershed. Issues are also different across the watershed. Hence projects, working group membership and activities reflect the needs of the local area.

For more information, please refer to the [AWC Annual Report](#) or check out our website at www.awc-wpac.ca.

If you are interested in participating on our board, committees, or projects, please [contact us](#). We look forward to hearing from you!





Website: www.battleriverwatershed.ca
Twitter: @Battleriver
Facebook: BattleRiverWatershed
Instagram: @BattleRiverWatershed
LinkedIn: Battle River Watershed Alliance
YouTube: @BattleRiverWatershed

The Battle River Watershed Alliance (BRWA), established in 2006, is a designated Watershed Planning and Advisory Council (WPAC) in Alberta. BRWA is made up of the people who live, work, and play in the Battle River and Sounding Creek watersheds.

Guided by the Government of Alberta's Water for Life Strategy, the BRWA is working together with landowners, community members, business people, producers, researchers, and decision-makers to ensure a stable economy, healthy natural areas, and resilient communities in this place that we love.

We exist to ensure our local watersheds sustain all life by using sound knowledge, wisdom, and wise actions to preserve our watersheds for future generations.

BRWA [Staff & Board](#) include a 10-member Board representing academia, agriculture, business/industry, and the environment and a team of five staff members and regular student interns.



The BRWA operating budget was over \$800,000 in 2021-2022. Government of Alberta WPAC funding supports our core operations and we more than doubled this contribution to enhance our reach and value in the community.

Major Funding Contributors:
Cargill, CAF America, Environment Community Health Observatory Network, Canadian Institutes of Health Research, Enbridge Pipelines, Government

of Canada, Heartland Generation, Nutrien Inc., United Nations, and contributions from over 25 municipal governments.

In addition, local residents and partner groups contribute thousands as in-kind support.

CONVENOR AND COLLABORATOR

The [BRWA Strategic Plan 2022-2026](#) focuses on the three "Ps" - People, Programs and Place. Our objectives and strategies in each of these areas include:



Watershed Management: Working with stakeholders to complete a holistic approach to reporting on watershed health and investing in relationships with stewardship partners to take action.

Watershed Engagement: Offering watershed-wide engagement activities for all ages and with sensitivity to historical and cultural beliefs and customs.

Watershed Stewardship: Facilitating opportunities that connect people to their place, build skills, capacity and leadership for sustainability, and help Alberta's natural resource sector to advance watershed sustainability to address climate adaptation.

Alliance Management: Supporting Board members and staff by providing workplace policies and practices that foster equity and inclusion, health and safety, professional development as well as a resilient organization.

STATE OF WATERSHED ASSESSMENT & REPORTING

BRWA released [Our Battle: State Of The Battle River And Sounding Creek Watersheds \(2011\)](#)

as an important first step in becoming more knowledgeable about our watersheds and more attuned to what we need to do to make them healthier.

In 2017, the BRWA worked with the Environment, Community, Health Observatory (ECHO) Network to develop a new Watershed Health Indicator Framework. The ECHO Network includes partners from the Prentice Institute for Global Population and Economy at the University of Lethbridge as well as other universities, public health authorities, and non-profit organizations across Canada and around the world.



This framework guides our conversations and actions to care for the holistic health of land, water, people, and communities in our watersheds. It is also part of a new Health in the Watershed Atlas for Battle River and Sounding Creek. A release of the Atlas is expected in 2023. To learn more: [Health in the Watershed](#).

WATERSHED PLANNING & IMPLEMENTATION

Taking action on [BRWA watershed management recommendations](#) is an ongoing process.

In 2021-2022, BRWA convened and collaborated with partners to focus on riparian intactness, land use pressures, and priority areas for conservation and restoration, including:

- Collecting over 10,000 km of riparian intactness data in the watershed
- Collaborating with six WPACs, the Government of Alberta, and partners to launch the award-winning Riparian Web Portal in 2021

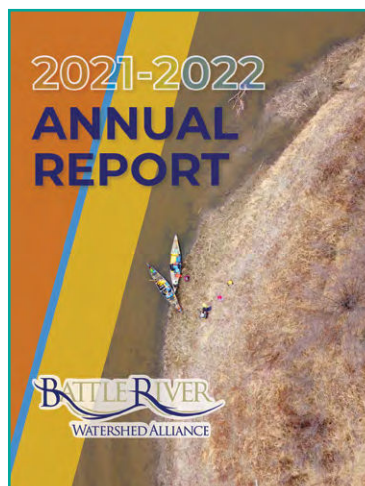
- Working with NSWA to host over 15 workshops to train partners in using the Riparian Web Portal
- Providing Shoreline and Riparian Condition Assessment Reports to 18 municipalities in the watershed to build a shared understanding of riparian conditions
- Launching a new [riparian video series](#) and presenting Otis Awards for stewardship at a community gala in Camrose, Alberta
- Partnering with 10 local agricultural producers to install livestock watering systems and over 20 kilometers of riparian fencing
- Sitting on Samson Cree Nation's Nipiy committee, to help facilitate riparian restoration projects within the Nation



LITERACY AND EDUCATION

In 2021-2022, BRWA became the Alberta Lead for a province-wide Caring for Our Watersheds Competition for students in grades 7-12. In addition, our youth education programs reached more than 1,200 youth. These programs include:

- X-Stream Science
- Discover your Wetland
- Waste in our Watershed
- Future Farmers for Fresh Water
- Magpie Nature Camp



For more detailed information you can refer to the [2021-2022 BRWA Annual Report](#) or check out our website: www.battleriverwatershed.ca

Working together to nurture, share, and protect the waters of the Bow River Basin

The Bow River Basin Council started as a task force in the 1980s, becoming Alberta’s first Watershed Planning and Advisory Council under the 2003 Water for Life Strategy. Today it is a collaborative, multi-stakeholder, charitable organization serving the collective interests of more than 1.3 million residents as a widely trusted voice of reason, respect, and balance within our watershed.

Comprised of over 450 active members and more than 700 participants, the Council welcomes a diverse and devoted membership including members from a broad range of sectors.

We are dedicated to facilitating meaningful dialogue and mutual understanding, and work to provide unique opportunities that lead to tangible impacts. Together, through science and inclusion, we promote balanced solutions for a healthy watershed.

- Maintain a quarterly educational and networking forum for all Council members to share perspectives and exchange information.
- Participate in water and watershed management and planning activities focusing on the issues in the basin that may affect the quality and/or quantity of groundwater, surface water or riparian zones.
- Develop and recommend improved water and watershed management procedures and performance measures.
- Encourage the implementation of cooperative water and watershed management strategies.
- Participate in activities that promote and demonstrate increased awareness of water and watershed management issues to its members, the governments of Alberta and Canada, and the public.

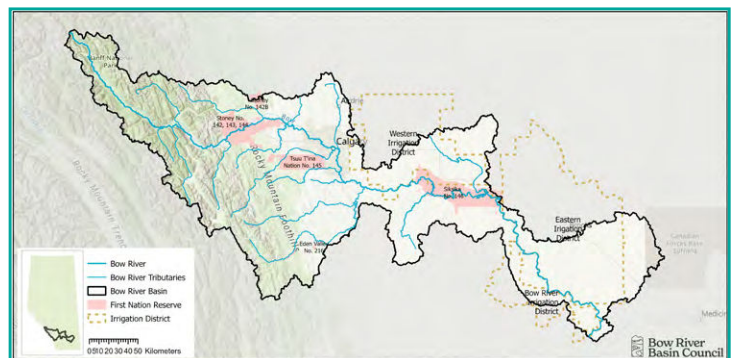


The BRBC is guided by a [multi-sector Board of Directors, with three full-time staff.](#)

The ultimate goal of the BRBC is to participate in and promote activities that will help the Bow River Basin be one of the best-managed watersheds in the world. The BRBC undertakes the following core activities to achieve its stated goals:

STATE OF WATERSHED ASSESSMENT & REPORTING

The BRBC’s major project over the next few years will be undertaking a new State of the Watershed assessment on a sub-watershed scale, integrating detailed State of the Watershed information from the various Watershed Stewardship Groups active in the basin. The interactive report will be hosted online using ArcGIS Online. Our last [State of the Watershed](#) was published online in 2015.



The BRBC is forming a Water Quality Technical Committee to determine a process for water quality reporting tools/visuals/parameters in all future reports.

PLANNING

A key function of the BRBC is to undertake a [Watershed Management Planning](#) process, informed by the State of the Watershed report. The most recent Bow Basin Watershed Management Plan (BBWMP) was completed in 2012 and continues to provide guidance and recommendations to decision-making authorities, municipalities, natural resource managers, users and residents regarding land and water resources in the watershed.

LITERACY AND EDUCATION

The BRBC works hard to be a trusted resource for the membership on the Bow Basin. We host forums and workshops throughout the year as learning opportunities for the membership. In 2022, we hosted four Quarterly Forums, two [Citizen/Community Science Workshops](#), one Science Forum, one Legislation and Policy Workshop, and six [tours](#) of stormwater facilities in partnership with MAGNA Engineering.

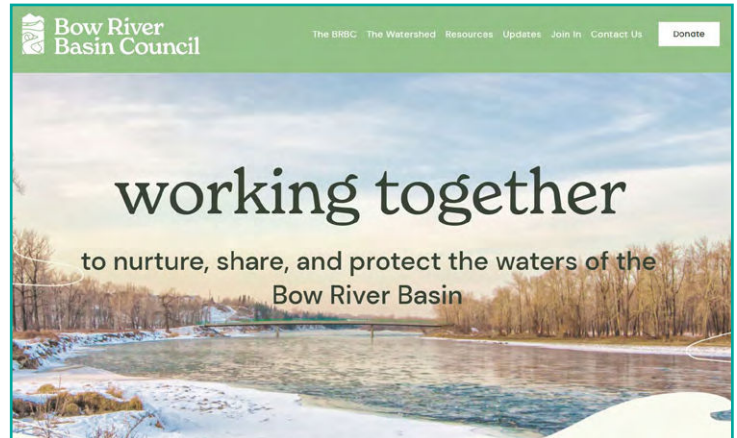


In late 2022, we launched an updated logo, brand, and [website](#) as part of the BRBC's brand refresh.

We also have a weekly news and events bulletin sent to the membership via email, and publish a quarterly newsletter, [Preserving our Lifeline](#).

CONVENOR AND COLLABORATOR

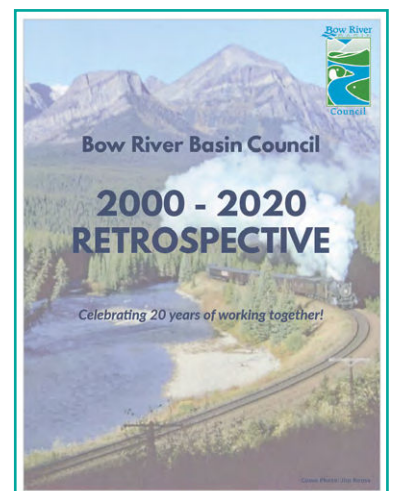
Collaboration is key to the BRBC's success over its more than 20-year history. In addition to the various events and networking opportunities, the BRBC houses five member-led [standing committees](#) for the Council to contribute their diverse knowledge, expertise, and perspectives towards our core goals and mission:



- Legislation and Policy Committee
- Science Committee
- Stakeholder Engagement Committee
- Youth and Young Professionals Committee
- Watershed Stewardship Coordination Committee

The Bow Basin is lucky to have many active Watershed Stewardship Groups in the area. The BRBC is a strong supporter of stewardship work in the Basin, supporting over 30 stewardship groups and providing over \$2.3M in direct funding since its inception.

For more information on the BRBC, please visit our [website](#), [annual report](#), or [20-year retrospective](#).





Website: www.lswc.ca
 Twitter: @abLSWC
 Facebook: Lesser Slave Watershed Council
 Instagram: @ablswc
 LinkedIn: Lesser Slave Watershed Council
 YouTube: @lesserslavewatershedcouncil6234

The Lesser Slave Watershed Council (LSWC) began as a ground of concerned citizens in the late 1990's, was established as a non profit in 2006, and in 2007 recognized by the province as a multi-stakeholder watershed planning and advisory council. The LSWC provides a forum to identify and address issues affecting watershed health in the 20,100 square kilometer Lesser Slave watershed surrounding Lesser Slave Lake, Alberta's third largest lake with an area of 1,160 square kilometers. In collaboration with our partners and stakeholders the LSWC works towards its vision:

"A healthy resilient watershed that is valued and stewarded by engaged citizens and communities."



The LSWC is guided by a 16-person volunteer Board of Directors and has 3 staff members: our Executive Director, Watershed Coordinator and Education & Outreach Coordinator.

The operating budget of the LSWC is approximately \$325,000 with major contributions provided by Alberta Environment and Parks, Vanderwell Contractors, Big Lakes County and oil and gas operators in the watershed. All our partners provided over \$475,000 worth of in-kind support in 2021-2022.

The work of the LSWC is guided by the WPAC Mandate and Roles Document and its 3-year Strategic Plan. The LSWC's Strategic Goals are to:

1. Maintain good governance
2. Be a convenor and collaborator
3. Lead or support watershed policy and planning
4. Lead or support watershed monitoring and reporting
5. Promote watershed education, literacy, and stewardship.

STATE OF WATERSHED ASSESSMENT & REPORTING

The LSWC completed a State of the Watershed report in 2008 and recognized that there were many data gaps preventing accurate assessment of watershed condition. Since then, the LSWC has been working with partners to fill these gaps, conducting riparian health assessments, and initiating a water quality monitoring program.

LSWC Tributary Monitoring Program

The Lesser Slave Watershed does not have government long term river network stations, and field monitoring of Lesser Slave Lake or the tributaries flowing into it is limited and sporadic. In 2017 the LSWC obtained financial support to begin a tributary monitoring program to collect water quality information on the streams flowing into Lesser



Slave Lake. LSWC staff collect samples and take measurements 10 times per open water season at 15 locations in the watershed. The program is funded with support from industry and the [LSWC collaborates with DataStream](#) to make data publicly accessible.

PLANNING

The work of the LSWC is also guided by the [2019 Lesser Slave Integrated Watershed Management Plan](#) (IWMP) which provides recommended actions to protect the health of the watershed and achieve the three goals of the [Water for Life Strategy](#).

Swan River Watershed Initiative

The Swan River watershed is home to Swan River First Nation and is a busy part of the watershed with oil and gas activities, agriculture, and forest harvest activities throughout. Traditionally abundant in this watershed, Arctic Grayling populations are at risk and severely declined due to habitat loss and fragmentation.



The Swan River Watershed Initiative is an informal collaboration between the LSWC, Swan River First Nation, industry in the watershed and staff from the Government of Alberta. The group meets to share information and resources, update each other on work in progress in the watershed, and identifies potential project collaborations.

The LSWC has initiated a Swan River State of the Watershed project that will provide valuable information to decision makers and stakeholders in the watershed.

LITERACY AND EDUCATION

The LSWC is a key resource for watershed information about the Lesser Slave Watershed. We provide numerous resources on watershed topics and distribute resources on invasive species, lake stewardship, best management practices and more. LSWC staff collaborate with partners to deliver youth education programs focused on freshwater life cycles and water quality and its great to see youth connect with the environment.

CONVENOR AND COLLABORATOR

Collaborative partnerships are the core to successful watershed planning and stewardship. Strong relationships with government agencies, municipalities, industry, non-governmental organizations (NGOs), Indigenous communities and landowners are the key to successful program and projects.



With support from the Watershed Restoration and Resiliency Program the LSWC has been building capacity and supporting landowners in the watershed in implementing projects that enhance watershed resiliency since 2016.

For more detailed information you can check out our website at www.lswc.ca





Email: lica2@lica.ca
Phone: (780) 812-2182
Website: www.lica.ca
Instagram: @infoLICA
Facebook: @infoLICAonline

LICA – Lakeland Industry and Community Association (LICA) Environmental Stewards was formed in October 2000 as a not-for-profit association, registered under the *Alberta Society Act*. LICA operates as a synergy group, as an airshed zone, and the Watershed Planning and Advisory Council (WPAC) for the Beaver River Watershed. LICA focuses on environmental monitoring, environmental management, and community education and outreach. LICA facilitates all stakeholders’ and rightsholders’ voices when addressing issues concerning the environment in their region.

‘A Healthy Beaver River Watershed for the Future!’

LICA’s work is governed by an 18-member Board that represents the diverse views and perspectives of stakeholders and rightsholders in the region.

Employees & Contractors: 8

Board Members: 18

LICA Members: 287

GOA Grant: \$233,661.00

GOA Projects: \$319,935.70

In-Kind: \$53,805.00

LICA’s watershed work is guided by its Mandate and Roles Document and its [5-year Work Plan](#).



1. **Convene and Collaborate:** Connect with stakeholders and promote community involvement.
2. **Educate and Inform:** Educate the community, advocating for environmental stewardship.
3. **Influence and Improve:** Provide timely, defensible, and accessible environmental data. Interpret data and work with others to improve collective understanding of the environment in which we live. Use data to identify opportunities and synergies for positive environmental outcomes in our region.
4. **Optimize and Evaluate:** Effectively and efficiently manage our resources to achieve our vision and mission.

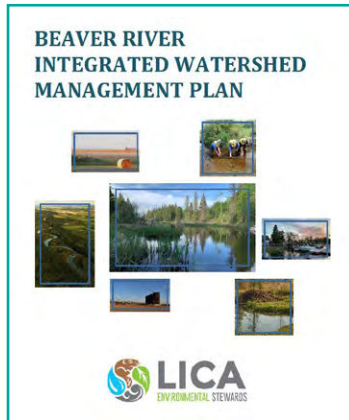
STATE OF WATERSHED ASSESSMENT & REPORTING

The [Beaver River State of the Watershed](#) report was completed in 2013. This report uses watershed health indicators to assess how current and historical conditions across the Beaver River Watershed compare to ideal conditions. LICA will revisit, periodically assess, and report on the current state of the watershed.

PLANNING

With the recent completion of the [Beaver River Integrated Watershed Management Plan](#) (IWMP), LICA will continue to promote and implement the Plan’s recommendations which address matters of water quantity and quality, riparian areas and wetlands, biodiversity, land use, and knowledge and understanding. The Beaver River IWMP provides broad guidance for watershed management and sets out a clear direction that will result in consistent, specific

actions for integrated management of land and water resources to support long-term watershed health.

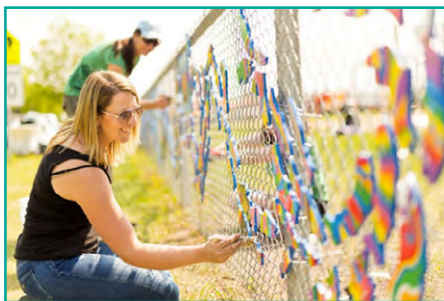


LITERACY AND EDUCATION

LICA collects, shares, and acts upon credible data, Indigenous knowledge, and information relevant to the environment. This is achieved through scientific study, community engagement and meaningful partnerships. LICA focuses on environmental monitoring, environmental management and community education and outreach.

In the summer of 2019, LICA developed a [Keep Our Lake Blue](#) campaign, to help improve the water quality at Moose Lake. Residents and community members were educated on water quality health and were encouraged to reduce runoff and pollutants from entering the lake. This campaign's outreach continues to expand.

LICA is proud to offer the [Stream of Dreams](#) program to local schools each year. This eco-educational program helps students discover their local watershed, learn about human impacts on



water bodies, and become stewards of all aquatic life.

To support lake health in the region, LICA partnered with the Alberta

Lake Management Society (ALMS) to execute the [LakeWatch](#) Program. The association also piloted the RiverWatch Institute of Alberta's [CreekWatch](#) Citizen Science Program, a community-based water quality monitoring program that trains community volunteers to conduct water monitoring on their local creeks!

CONVENOR AND COLLABORATOR

Meaningful united collaboration ensures effective watershed management and planning within the LICA region. LICA is proud of its strong,



unfailing relationships with government agencies, municipalities, industry, non-government agencies, First Nations, Métis, and local watershed stewardship groups. They serve as a convenor and collaborators across the Beaver River Watershed with stakeholders and rightsholders' to improve overall watershed stewardship and management.

For more information and additional detail, please refer to the [2021-2022 Annual Report](#), or check out our website at www.lica.ca





The Milk River Watershed Council Canada (MRWCC) is a unique watershed located in southern Alberta. It is known for its dry climate, extraordinary landscapes and diverse plant and wildlife communities. The Milk River is the only watershed in Alberta that drains south to the Gulf of Mexico. Alberta shares the Milk River watershed with the province of Saskatchewan and the State of Montana, U.S.A.

Water shortages are not uncommon in the Milk River watershed. As the problem of water scarcity continues to grow, proper water and watershed management is critical. The MRWCC is committed to working with government and non-government agencies, other non-profit organizations, industry, and Milk River watershed residents to effectively manage these watershed resources.

Our vision:

A watershed where community well-being is supported by a vibrant economy and sustained by a healthy environment that will endure for future generations.

The MRWCC is a broad partnership of interested and informed people living and working in the Milk River Watershed who provide leadership in watershed management and planning. As a transboundary watershed, we foster good relationships with our Montana neighbours for the continued co-management of the Milk River waters. The MRWCC consists of 19 Directors and 3 staff members.

The 2021-22 operating budget of the MRWCC was \$400,000 with major contributions provided by Alberta Environment and Protected Areas, Environment Climate Change Canada, Alberta Ecotrust, and Alberta Conservation Association. Annually our partners provided over \$200,000 worth of in-kind support.

Website: www.mrwcc.ca
Twitter: @MRWCouncil
Facebook: @milkriverwater
YouTube: @MRWCC

The work of the MRWCC is guided by its Mandate:

To engage governments, stakeholders, other partnerships, and the public in watershed assessment and watershed management planning, considering existing land and resource management planning processes and decision-making authorities.

Our Annual workplan is crafted with consideration of the recently agreed upon Water for Life WPAC Mandate and Roles Document and our current 3 year Strategic Plan.

2021-22 HIGHLIGHTS



STATE OF WATERSHED ASSESSMENT & REPORTING

In 2021-22 the MRWCC Contracted Palliser Environmental Services Ltd. to compile the 2023 Transboundary State of the Watershed report. A partnership Terms of Reference was agreed upon and information for the report is being compiled from over 75 professionals and agencies across Alberta, Montana, and Saskatchewan. The Report is scheduled to be completed in 2023.

In support of watershed reporting, a Red Creek Water Quality trend analysis report was completed to investigate potential community and municipal

Water Quality concerns and potential impacts on wildlife and livestock health.

The MRWCC also entered an agreement in the interest of promoting knowledge sharing and advancing collaborative water stewardship with DataStream, an open-access platform for water quality data.

The MRWCC also started the [Securing a Home for Bats in the Milk River Watershed](#) project, a multi-year project that will be completed in 2023. The project identifies and documents important roost sites being used by the Little Brown Myotis throughout the watershed.

Ultimately, the goals are to develop an inventory of this species to understand population trends over time, to monitor the presence of disease (specifically White Nose Syndrome), and to collaborate with private landowners to increase awareness of the presence and value of bats on their properties.

PLANNING

In 2021-22 the MRWCC completed two planning projects that supported our community and watershed stakeholders. WaterSMART Solutions was contracted to develop a Water Shortage Contingency Plan based on the 2020 diversion failure experience to document the lessons learned and provide clear planning direction for community leaders and water managers to prepare for future challenges or disruptions that impact water security.

A second planning activity funded in part by ECCC was the [Milk River Producers Leading the Way](#) project. Survey work was conducted by Arvens consulting with producers who own or occupy native rangeland as part of their operation within the watershed. All aspects of grassland stewardship and conservation were explored including key partners, motivators, barriers and opportunities to improve grassland and species at risk conservation efforts within the watershed. The project was essential in identifying actions that are appropriate and acceptable for future extension and conservation efforts.

LITERACY AND EDUCATION

Watershed literacy and education efforts are critically important to the MRWCC success. In 2021-22 the MRWCC collaborated with the Alberta WPACs



Education and Outreach committee to promote the collective actions. In addition, the MRWCC completed and delivered an Alberta Conservation Association funding project called “From the Field” – a virtual fieldtrip program that promotes watershed fish and wildlife diversity, as well as the important role of producer stewardship and ranch management planning to manage all aspects of working landscapes within the watershed. The virtual fieldtrip project was delivered locally to watershed schools and to communities outside the watershed including Medicine Hat and Lethbridge. In addition, post Covid outreach activities included limited field days and a canoe tour. We anticipate a return to more in person activities within the next fiscal year.

CONVENER AND COLLABORATOR

Ongoing Covid challenges and restrictions in 2021-22 limited in person opportunities but the MRWCC continued to participate in the [Transboundary Grasslands Partnership](#) as co-chair of the MT, AB, and SK initiative to help foster improved relationships among transboundary partners and keep the dialogue open towards addressing habitat and SAR issues within the watershed.

The MRWCC also became an official partner in the International Joint Commission St. Mary/Milk River study project and participated in 5 Letter of Intent management meetings for river and diversion operations and providing strong and timely communication to all municipal managers and water users.

For more detailed information please refer to the [2021-2022 MRWCC Annual Report](#) or check out our website at www.mrwcc.ca



Mighty Peace Watershed Alliance

Diverse, Responsible, Connected

The Mighty Peace Watershed Alliance (MPWA) was established in 2011 as a multi-stakeholder, multi-sector watershed planning and advisory council. MPWA provides a forum to identify and address issues affecting watershed health in the Peace River and Slave River watersheds covering approximately 30% of the province of Alberta.

MPWA Board consists of 21 available seats representing 4 general sectors which cover various levels of Government (Federal transboundary, Large Urban Municipality, Rural Municipalities, Small Urban Municipalities), Indigenous People and Communities (Metis Settlements General Council, Metis Nation of Alberta, and Upper, Middle and Lower Watershed First Nations), Non-Government Organizations (Conservation Groups, Watershed Stewardship Groups, Research/Education, Members at Large, and Recreation/Tourism/Fisheries) and Industry (Agriculture, Oil/Gas, Utilities, Forestry, Mining). The work of the Board is currently delivered by 2 Staff and occasional part-time support.

The MPWA receives operation funding through a Grant from Alberta Parks and Environment of \$230,000 per year. A number of Municipal partners provide funding for operational and project work. Major projects are funded (approx.



Website:
www.mightypeacewatershedalliance.org
Twitter: @mpwa3355
Facebook: Mighty Peace Watershed Alliance
YouTube: Watershed Restoration
@watershedrestoration249

270,000) through a variety of grants and partners such as Alberta Transportation, Environment and Climate Change Canada, Watershed Resiliency and Restoration Program, Conservation, Community and Education Grants, Habitat Stewardship Fund, etc. Also, numerous partners assist with in-kind contributions totaling approximately \$190,000.

The work of the MPWA is guided by our Strategic Plan, and Recommendations in our Integrated Watershed Management Plan (IWMP). The MPWA work focusses on 4 main issues of concern as identified in our IWMP: 1. Non-saline Groundwater; 2. Peace River Flow Regime; 3. Water Quality and Availability away from the Mainstem along with Consumptive Use; 4. Wetlands and Wetlands Loss.

STATE OF WATERSHED ASSESSMENT & REPORTING

State of Watershed – Our SOW was completed in 2015. Since that time, MPWA has been gathering material, leading discussions, and facilitating projects to work towards update the SOW. The IWMP Committee does a yearly review of the recommendations and actions found in the plan to evaluate progress or other resources needed, this evaluation is helpful as MPWA looks toward future SOW assessments.

Monitoring and Reporting – At the completion of the SOW and IWMP, it was confirmed that significant data gaps exist throughout the basins. MPWA engages, coordinates and supports staff and volunteers to do monitoring on a variety of Lakes (in collaboration with Alberta Lake Management Society).

Additionally, monitoring occurs in the Smoky River headwaters, the Grimshaw Gravels Aquifer (water budget), and water quality monitoring along some rivers where riparian and fish habitat restoration work has occurred and wetland groundwater project.

PLANNING

Planning initiatives worked on in the past couple of years have entered into the implementation stage as of 2022/23. MPWA has assisted stakeholder collaborations by leading 2 Source Water Protection Plans – Grimshaw Gravels Aquifer and Wapiti Watershed. In the past year, workshops on surface water management, drinking water wells, septic sense, riparian health, and improved fish habitat have been presented.



LITERACY AND EDUCATION

The MPWA has become known as a resource for watershed and water literacy information, with many partners, stakeholders and public members connecting throughout the year. Also, MPWA provides a venue for partners and stakeholders (including AEP) to advertise Beneficial Management practises, learning opportunities, and webinars.

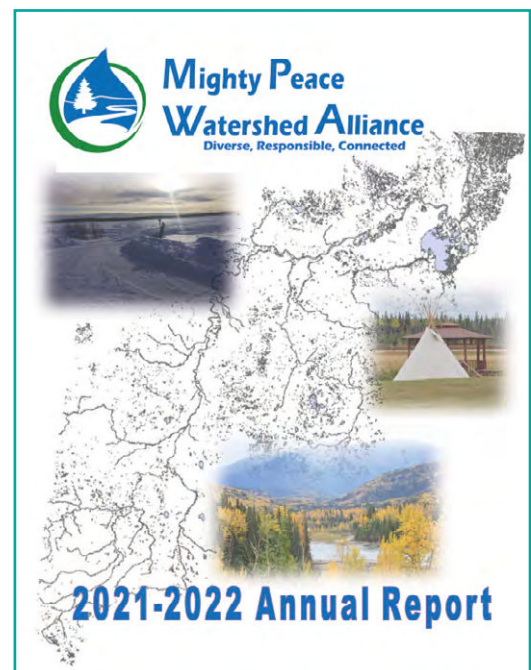
Highlights: 1. Increased our social media presence, provide opportunities to learn through videos, demos, tours, and our website. 2. MPWA continues to participate with and present at the 'Walk through the Forest' program which typically sees 1000 students walk their way through learning stations over 3 days.

3. An in-person Surface Water Management workshop which was taped and then released to the public with key messages for municipalities, landowners, and agriculture producers. 4. Partnered with Municipalities to offer Working Well and Septic Sense workshops 5. Participate with the AB WPACs on projects such as World Water Day presentations. 6. Pilot project with City of Grande Prairie and North Western polytechnic around Floating Wetland Treatment for Storm Ponds.

In a continued commitment to encourage learning and expand the knowledge base of Board members, there are usually guest speakers at each Board Meeting on a variety of topics related to sectors, water quality and quantity, and other planning initiatives.

CONVENOR AND COLLABORATOR

Working with a variety of partners and stakeholders has been a key part of MPWA operations. All of our initiatives engage local partners to accomplish either planning initiatives or projects. MPWA works with Municipalities, Industry, Indigenous Communities, Research Groups, and NGO's to accomplish outcomes in source water protection, riparian restoration, streambank stabilization, surface water management plans, floating treatment wetland Pilot For more detailed information you can refer to the [2021-2022 Annual Report](#) or our website.



The North Saskatchewan Watershed Alliance (NSWA) was established in 2000 as a multi-stakeholder watershed planning partnership. NSWA provides a forum to identify and address issues affecting watershed health in the 57,000 square kilometer North Saskatchewan watershed. In collaboration with our stakeholders the NSWA work towards its vision:

People working together for a healthy and functioning North Saskatchewan River watershed – today and tomorrow.

The NSWA organization is guided by an [18-member multi-stakeholder Board and has a complement of six staff.](#)

The [operating budget](#) of the NSWA is approximately \$885,000 with major contributions provided by Alberta Environment and Parks, EPCOR, and municipal contributions. All our partners provided over \$475,000 worth of in-kind support in 2021-2022.

The work of the NSWA is guided by its Mandate and Roles Document and its [3-year Strategic Plan.](#) The NSWA priorities for 2023-2025:



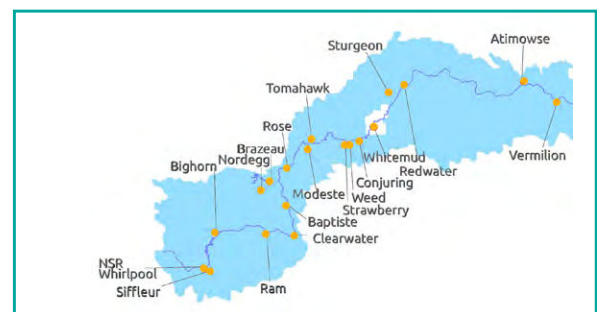
1. Focus collaborative efforts on partnerships that can most effectively address the directions and action of the Integrated Watershed Management Plan
2. Complete a 2025 State of the Watershed report to provide an update on the

watershed health and implementation status of the IMWP.

3. Focus and align communication efforts on key stakeholders who have the greatest influence on watershed health.

STATE OF WATERSHED ASSESSMENT & REPORTING

The NSWA completed a basin wide [State of the Watershed](#) (SOW) report in 2005. We are currently updating our SOW framework including new watershed health indicators and metrics and focussing on creating an online GIS map-based SOW for easier access and updating.

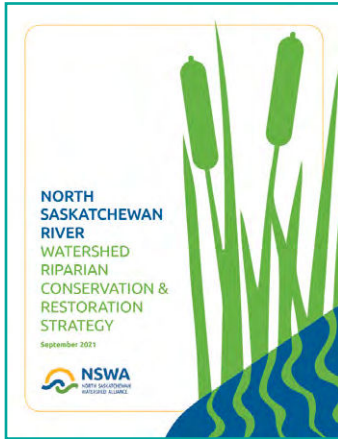


The [WaterSHED](#) project created the North Saskatchewan River's most comprehensive river monitoring program in 2018. It encompasses 20 monitoring stations from the headwaters of the North Saskatchewan River to the Saskatchewan border.

PLANNING

The work of the NSWA is also defined by the [2012 Integrated Watershed Management Plan](#) (IWMP) which provides strategic, long term actions to protect the health of the watershed and achieve the three goals of the [Water for Life Strategy.](#)

NSWA has implemented the IWMP through basin wide initiatives such as the [Riparian Health Action Plan](#) and accompanying [Riparian Web Portal](#) which hosts riparian intactness data from across Alberta.



The IWMP is also implemented through our subwatershed alliances that address local watershed issues with local solutions:

- [Headwaters Alliance](#)
- [Sturgeon River Watershed Alliance](#)
- [Vermilion Watershed Alliance](#)

NSWA also supports AEP frameworks and programs such as:

- [North Saskatchewan Regional Plan](#)
- [Industrial Heartland Designated Industrial Zone](#)
- [Industrial Heartland/Capital Region Water Quality Framework](#)



LITERACY AND EDUCATION

The NSWA is a key resource for watershed information on the North Saskatchewan watershed. We align and compliment the communication efforts of AEP to reinforce watershed knowledge and stewardship key messages such as the [Water for Life Water Literacy Outcomes](#) and [Respect Our Lakes](#) programs.

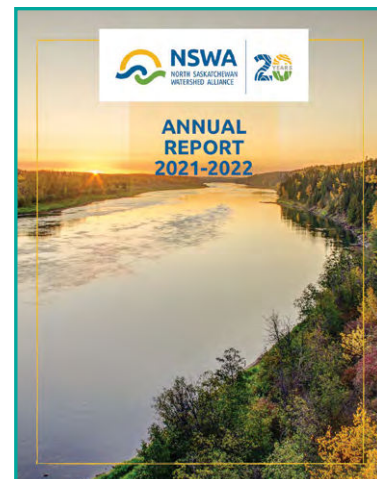
Our communications strategy focuses on the sharing of knowledge through the recently updated [NSWA website](#), [regular newsletters](#), [educational forums](#), and one-on-one meetings with our key stakeholders.

CONVENOR AND COLLABORATOR

Collaborative partnerships are the core of successful watershed planning for the NSWA. Our strong relationships with government agencies, [municipalities](#), Indigenous communities, industry, non-governmental organizations (NGOs) and [watershed stewardship groups](#) provide us with the ability to align our work with our key stakeholder's watershed issues and projects.



For more detailed information, you can refer to the 2021-2022 [NSWA Annual Report](#) or check out our website at www.nswa.ab.ca





Website: www.oldmanwatershed.ca
 Twitter: @Oldmanwatershed
 Instagram: oldman_watershed_council
 Facebook: Oldman Watershed Council
 LinkedIn: Oldman Watershed Council
 YouTube: @oldmanwatershed

The Oldman Watershed Council was established in 2004 when the Oldman River Basin Water Quality Initiative merged with the Oldman Basin Advisory Council. When the Province’s Water for Life Strategy was released, these two groups combined to provide a diverse partnership knowledgeable in all areas of watershed management.

The Council is governed by a Board of Directors that is composed of nineteen perspectives from diverse sectors, including two First Nations and four members at large.

CONVENOR AND COLLABORATOR

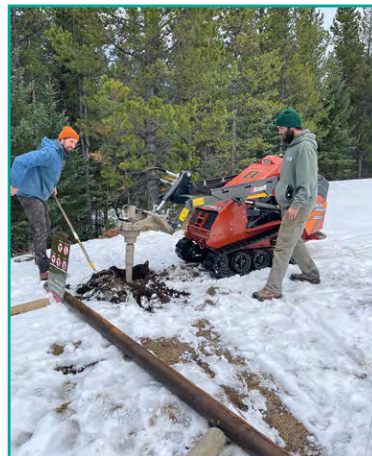
- More than doubled our core operational grant of \$255,000 from Alberta Environment and Parks with an additional \$365,918 from non-AEP sources.
- Total revenue of \$1,023,097 from 70 funders, a new record for OWC.
- Received \$360,721 of in-kind support from 73 partners and volunteers.
- Membership of 416, including 37 organizational members from 14 sectors, and 377 individual members.
- 23 board members from 14 sectors donated expertise, time and money, and shared valuable insights that would be nearly impossible to replicate.
- The Board of Directors developed a Neutrality Policy to cement OWC’s foundation as an unbiased, apolitical, and diverse forum for all voices.

PLANNING

To achieve the goals within the OWC’s Integrated Watershed Management Plan, and the Government

of Alberta’s South Saskatchewan Regional Plan (SSRP), and Livingstone Porcupine Hills Land Footprint Management Plan, we lead and support riparian restoration activities, in collaboration with many partners.

This year, we planted over 2500 willow stakes along 11 streambanks. During these planting events, we



trained 47 volunteers in proper willow-staking techniques. We also hired a contractor to complete [bioengineering of decommissioned recreation areas along Dutch Creek](#) and invested in 3 riparian enhancement projects led by agricultural producers through our Watershed

Legacy Program. Streambank rehabilitation initiatives are critical to enhancing resilience to floods and droughts, the objective of Alberta’s Watershed Resiliency and Restoration Program, and to ensure the water quality objectives within the SSRP Water Quality Management Framework are met.



The OWC invested \$141,100 in Indigenous-led environmental initiatives. The funding supported 65 range health assessments, 15 riparian health

assessments, the establishment of 10 range reference sites, 4 willow staking events, multiple beneficial management practices on 13 pastures, prescribed burns and goats for invasive species control at Naapi's Garden, and the



OWC staff assisted with training 9 field technicians in the North Saskatchewan watershed and organized [CABIN field training](#) for 2 OWC and 6 Blood Tribe Land Management staff. We continue to host meetings for the Eastern Slopes Biomonitoring Collaborative—a network of experts supporting WPACs and watershed stewardship groups in developing stream biomonitoring programs across the province.



planting of [700 potted plants](#) and thousands of [native seeds](#) to re-establish a native grassland ecosystem.

The OWC also invested \$50,000 in the Blackfoot Confederacy Native Trout Recovery Project to build

the capacity of Blackfoot land management staff to complete eDNA sampling, redd surveys, and habitat restoration. The project also includes knowledge weaving, and learning from and showcasing Indigenous knowledge through [10 Elder interviews](#), storyboards, and a story map.

STATE OF WATERSHED ASSESSMENT & REPORTING

The OWC leads a citizen science stream monitoring program using the highly respected Canadian Aquatic Biomonitoring Network (CABIN) protocol, which is overseen by Environment and Climate Change Canada. In 2021, we collected benthic invertebrate samples and site characteristics from 8 streams and hired Cows and Fish to perform riparian health assessments along 6 streams on public and park land to measure the efficacy of riparian restoration activities.

In support of AEP's goal to [advance citizen science](#) in Alberta, the OWC is building the capacity of other groups to become certified in using the CABIN protocol.



LITERACY AND EDUCATION

- Directly engaged 3500 people, including 550 youth, through 8 projects, 49 presentations, and 35 events.
- Through our Headwaters Education and Restoration project, we hired 4 seasonal Outreach Assistants who spoke to 1024 recreationists about responsible use of public lands, in support of Alberta's Recreational Literacy Strategy. We also completed 218 surveys



of recreationists to gauge how behaviours, attitudes, and beliefs have changed since our baseline surveys in 2017. The Outreach Assistants delivered interactive educational programs to 751 people at 14 events.

- To support reconciliation, we hosted Blackfoot speakers at two [online events](#) where 235 participants learned from Blackfoot ways of knowing, and through partnerships engaged 273 Indigenous youth in educational activities.
- The OWC continued to support Alberta's curriculum by promoting the Caring for our Watersheds contest; 73 students from two schools submitted 36 proposals, which are being judged in April 2022. We delivered our first two distance learning programs, to 49 students in classrooms and learning online at home.



Website: www.rdrwa.ca
 Twitter: @RDRWA
 Facebook: Red Deer River Watershed Alliance
 YouTube: @reddeerriverwatershedallia8078

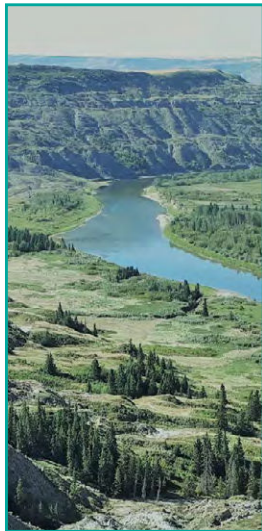
The Red Deer River Watershed Alliance (RDRWA) was established in 2005 as a multi-stakeholder watershed planning and advisory council (WPAC). The Red Deer River watershed is home to approximately 300,000 people and covers an area of 49,650 square kilometres in central Alberta. RDRWA acts as a collaborative forum for stakeholders from across sectors to work together in support of healthy waters, landscapes, and communities. We all have a role to play in watershed management, and the RDRWA helps community members and key sectors find meaningful opportunities to make a difference.

The RDRWA organization is guided by a 15-member multi-stakeholder [Board](#) and has a complement of [three staff](#).

In 2021-2022, the operating budget of the RDRWA was \$430,000 with major contributions provided by Alberta Environment and Protected Areas, partner municipalities and NOVA chemicals. Our partners also provided an estimated \$95,000 worth of in-kind support.

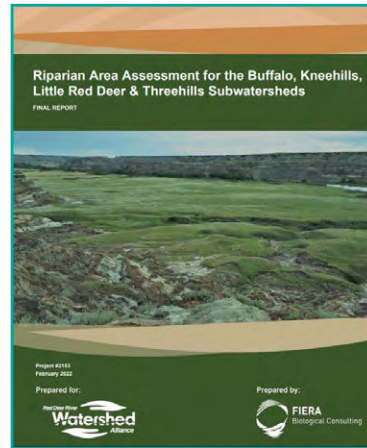
The work of the RDRWA is guided by its strategic plan and Mandate and Roles Document. The RDRWA works to:

- Assess and report on the state of the watershed
- Develop and implement an integrated watershed management plan (IWMP)
- Inform, educate and involve stakeholders
- Serve as a convenor and collaborator
- Conduct sound governance



STATE OF WATERSHED ASSESSMENT & REPORTING

Assessment activities work to address data gaps identified in the [State of the Watershed Report](#).



In 2021-2022, we continued to work on our WRRP-funded riparian assessment projects in support of riparian conservation and restoration activities. We have mapped over 8,000 km of shoreline in 7 sub-watersheds in the Red Deer River Basin.

PLANNING

The work of the RDRWA is also defined by the [Blueprint: An Integrated Watershed Management Plan](#) (IWMP) which provides strategic, long term actions to protect the health of the Red Deer River watershed and supports the three goals of Alberta's [Water for Life Strategy](#).



LITERACY AND EDUCATION

2021-2022 was an incredible year for the RDRWA with new projects, partnerships, and a strengthening of the collective WPAC voice.

The RDRWA reached a broader audience this past year, with more people reading our monthly E-newsletter, more social media followers, and an improved awareness of local watershed issues. Over the past year, we presented to a wide range of groups, including schools, watershed stewardship groups, and post-secondary institutions.

This year we launched a short new video on native trout in partnership with Trout Unlimited Canada. Our growing suite of communications tools has amplified the RDRWA's impact to improve regional water literacy.



CONVENOR AND COLLABORATOR

The RDRWA led multiple successful programs in 2021-2022 in support of a healthy, dynamic, and sustainable watershed, working alongside partners from across sectors.

Collaborative partnerships are the core to successful watershed planning for the RDRWA. Our strong relationships with government

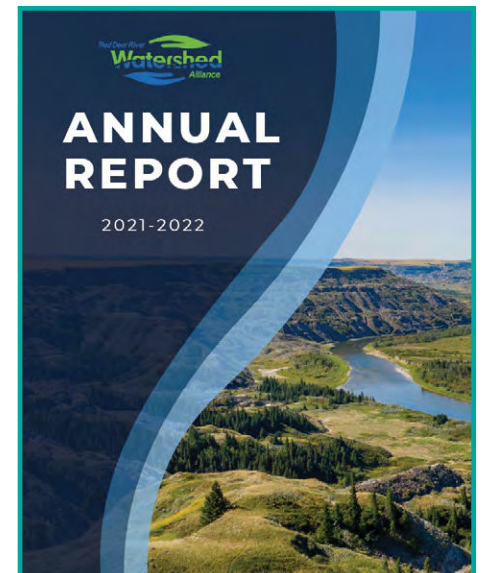


agencies, municipalities, industry, non-governmental organizations (NGOs) and watershed stewardship groups provide us with the ability to align our work with our key stakeholder's watershed issues and projects.

Partnerships

- **Government and WPACs:** We work collaboratively to support the strategic priorities of the Government of Alberta, and work closely with fellow Watershed Planning and Advisory Councils.
- **Watershed Stakeholders:** In 2021-2022, we shared information to our members related to multiple Government initiatives (e.g., flood engagement, temporary surface pipelines, coal mining strategy, aquatic invasive species, water conservation, etc.)
- **Stewardship Groups:** We work with local watershed stewardship groups including the Medicine River Watershed Society to support their local monitoring and education efforts.

For more detailed information, please refer to the RDRWA's [2021-2022 Annual Report](#) or check out our website at www.rdrwa.ca.





Website: www.seawa.ca
Twitter: @SEAlbertawaters
Facebook: @SEAWAlliance
YouTube: @seawawatershed191

The South East Alberta Watershed Alliance ([SEAWA](#)) is a registered not-for-profit organization. It was designated by the Government of Alberta (GoA) in 2008 as the Watershed Planning and Advisory Council for the South Saskatchewan River Basin within Alberta and the Pakowki Lake watershed. Both watersheds comprise the '[SEAWA watershed](#)' covering a total area of 19,929 km².

SEAWA works towards achieving its Vision: A healthy watershed that provides balance between social, environmental, and economic benefits by implementing its Mission: SEAWA brings together diverse partners to educate the public, to support knowledge development, and to develop and facilitate the implementation of management plans for the sustainable use of the South Saskatchewan River Basin and the Pakowki Lake watershed.

SEAWA is governed by a volunteer-based multi-sector board with representatives from agriculture, industry, water licensees, all three levels of government, environmental NGO, outdoor recreation & tourism, indigenous, academic institutions, and the public. Committees include Executive/ Hiring, Technical, Communications, and Policy committees. SEAWA has one permanent staff member, the Executive Director, assisted by an intern and/or summer students. For 2021-2022, the operational budget was \$230,000. The grant from GoA was \$195,000 and the value of in-kind contribution was \$189,669.

SEAWA's Mission and [strategic plan](#) align with the roles of WPACs agreed upon with the GoA as well as the goals and key directions of [Water for Life strategy](#). Implementation of these roles and goals varies with time depending on available funding and staff capacity.

STATE OF WATERSHED ASSESSMENT & REPORTING

Water for Life goal: Healthy aquatic ecosystems

Watershed assessments are posted on SEAWA's website: [Water and Riparian Assessments](https://seawa.ca/your-watershed/watershed-assessment) (<https://seawa.ca/your-watershed/watershed-assessment>). We have completed the following:

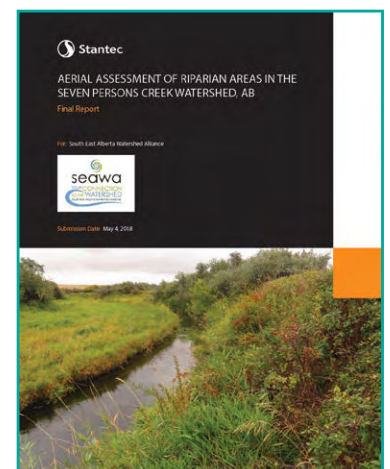
[Water Quality of the Seven Persons Creek](#) – completed in 2021, funded by Plains Midstream Canada.

[Riparian assessment of the South Saskatchewan River at Medicine](#)

[Hat](#) – completed in 2021 in partnership with Medicine Hat Interpretive Program.

[Riparian assessments of the Seven Persons Creek watershed](#)

– completed in 2018, funded by the Watershed Resiliency and Restoration Program (WRRP), GoA.



PLANNING

Water for Life goal: Safe, secure drinking water

In 2022, we have started a phase of the [source water protection planning](#) (SWWP) process: "Characterization of drinking water source area for the City of the Medicine Hat and the Town of Redcliff", funded by Alberta Real Estate Foundation. The project report is due to be completed by winter 2023. Partnership with both municipal governments and other stakeholders is necessary for the planning process to continue in the upcoming year(s).

LITERACY AND EDUCATION

Water for Life goal: Healthy aquatic ecosystems

Local knowledge development with focus on promoting healthy aquatic ecosystems within the semi-arid grassland ecosystem has been a key activity of SEAWA. Healthy riparian areas are essential components of healthy aquatic ecosystems. Invasive plants degrade the health of riparian areas. [Riparian revegetation](#) projects (4 sites, 1000+ native shrubs and trees, 1.2 km) that were started in 2018 have been maintained as educational sites to continue the development of local knowledge that is essential for the education of landowners, watershed stakeholders, stewardship groups, conservation groups, students, and the public.

Applied research on [invasive plant management](#) in riparian areas has been ongoing since 2019.

Vegetation establishment and restoration of riparian functions

take decades. Field applied research takes 3-4 years to get useful results. Some of the experiments have already been concluded in



2021-2022 and their results are documented as Info Sheets: [Effect of Mowing on leafy spurge](#), and [Riparian Cottonwoods, beavers, and deer](#). A general information on [Recreational fishing in the SEAWA watershed](#) was also written.

Revegetation requires knowledge and education on native plants and the impacts of unmanaged human activities. We updated our [Riparian Plants booklet](#) that was originally written in 2018. We develop [propagation methods for native plants](#) to ensure that we are planting the correct species for the watershed, and to have native plants that are not available commercially.

Funding of these projects was provided by the WRRP, GoA (2018-2021), and Fisheries and Oceans Canada (2018-2019). Current maintenance of these educational sites is funded through the GoA operational grant and stakeholder donations.

Knowledge development and education have been the key drivers behind SEAWA's model for

[community engagement](#), as shown in the diagram at right.

These activities align with **Water for Life's key directions: Partnerships, and Knowledge and Research.**



A dozen [volunteer events and educational activities](#) were conducted outdoors at SEAWA's riparian educational sites and natural areas within the watershed.

The photo below shows the tour of the SEAWA riparian restoration educational site and applied research experiments, Yeast site, Seven Persons



Creek, August 13, 2021. Silver wolf willows at this creek section were planted in 2018.

CONVENOR AND COLLABORATOR

Riparian educational sites are maintained,

and the holding of volunteer and educational events are, in partnership with landowners and local organizations. The new "Adopt-a-Pond or Path" initiative is a collaboration between Grasslands Naturalists, SEAWA, and the City of Medicine Hat. SWWP process and other work are done through partnership.

SEAWA participates in the activities of WPACs, conservation and environmental groups, and local community organizations. We listen to concerns about climate change, biodiversity, pollinators, and ecosystems. Our work on riparian restoration, invasive plants management, and promotion of native plants offer local solutions to these concerns. We maintain an urban pollinator garden.

Our education role is supported by:

Website: <https://seawa.ca>

Twitter: [@SEAlbertawaters](#)

Facebook: [SEAWAlliance](#)

Quarterly [newsletters](#)

Detailed information on our accomplishments for 2021-2022 is found in the [SEAWA Annual Report](#).

For More Information

WPACs do much more than we can share in these few pages. An online presentation on the roles and impacts of WPACs can be found as a PowerPoint presentation [here](#) or the full video presentation [here](#).

For more information, we hope you will check out the WPAC in your area (see web links in the box below). If you have questions, please don't hesitate to reach out to your WPAC office.

We hope you will become actively engaged with your WPAC, by signing up for a membership or newsletter, attending a WPAC event, or supporting our work through a donation. WPACs can connect you to local watershed groups in your area – or help you form a group if one doesn't exist.

CONTACT US AND FIND OUT MORE

ATHABASCA WATERSHED COUNCIL

www.awc-wpac.ca

AWC 2021-22 Annual Report

BATTLE RIVER WATERSHED ALLIANCE

www.battleriverwatershed.ca

BRWA 2021-22 Annual Report

BOW RIVER BASIN COUNCIL

www.brbc.ab.ca

BRBC 2021-22 Annual Report

LICA-ENVIRONMENTAL STEWARDS (BEAVER RIVER WATERSHED)

www.lica.ca

LICA 2021-22 Annual Report

LESSER SLAVE WATERSHED COUNCIL

www.lswc.ca

LSWC 2020-21 Annual Report

MIGHTY PEACE WATERSHED ALLIANCE

www.mightypeacewatershedalliance.org

MPWA 2020-21 Annual Report

MILK RIVER WATERSHED COUNCIL CANADA

www.mrwcc.ca

MRWCC 2020-21 Annual Report

NORTH SASKATCHEWAN WATERSHED ALLIANCE

www.nswa.ab.ca

NSWA 2020-21 Annual Report

OLDMAN WATERSHED COUNCIL

www.oldmanwatershed.ca

OWC 2020-21 Annual Report

RED DEER RIVER WATERSHED ALLIANCE

www.rdrwa.ca

RDRWA 2020-21 Annual Report

SOUTH EAST ALBERTA WATERSHED ALLIANCE

www.seawa.ca

SEAWA 2020-21 Annual Report

Front cover photo credits

Top row (left to right):

1 LSW: Meghan Payne; 2 AWC: Staff; 3 OWC: Jon Martin; 4 LICA: Tricia B. Fleming

2nd row (left to right):

1 MRWCC: Staff; 2 BRBC: G. Marshall; 3 BRWA: Staff; 4 MPWA: Paul Lavoie

3rd row (left to right):

1 RDRWA: Staff; 2 OWC: Randy Paquette; 3 SEAWA: Ben White; 4 AWC: Staff

Bottom row (left to right):

1 MRWCC: Staff; 2 NSWA: Bill Trout; 3 RDRWA: Tjarda Barratt; 4 NSWA: M.E. Shain

Back cover photo credit

AWC Staff



Executive Director's Report – March/April 2023

April 20, 2023

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.

Funding/Financials Update

- The AEG and WPAG Grant Interim Reports and Schedule C budgets were finalized and submitted to AEP prior to the April 15th deadline. LICA was granted an extension to submit the 2023-24 Schedule C Budgets to include the new multi-year grant funding amounts. These budgets will be included within the Final Grant Reports due June 30th.
- The fourth quarter invoices were sent to industry on April 17th.
- The fourth quarter (January 1 – March 31, 2023) OSM reports were submitted to AEP on April 19, 2023.
- The OSM contracts were amended to include this year's first quarter. A new set of contracts will be drawn up for the remainder of the fiscal year and is expected to be presented by the end of April to early May, once funding decisions are finalized. LICA has not yet received the fourth-quarter installment and is utilizing our funds from the OSM and Industry savings accounts to cover expenses until the money is deposited. Once received, Maria will transfer the necessary funds back into the accounts. This is currently not a concern, as delays in installments are not uncommon, however both myself and Maria will monitor the situation closely.
- The WPAC and AEG Grant Agreements for 2023-27 have been signed by the Officers and submitted prior to the deadline. Conversations were held with AEP regarding the interim report timelines within each grant, as they are December 1, 2023, and February 1, 2024, respectively. The rationale behind these earlier interim report deadlines is so that the AEPA can process payments more quickly and efficiently. I also suspect that there will also be more careful examination of organizational expenditures to gauge how organizations are spending the additional approved funding and whether adjustments will be necessary in the next fiscal year(s).
- Work is underway to amend the 2023-24 Consolidated Budget to include the increase in grant funding received through the new multi-year WPAC and AEG grants. This is expected to be presented to the Board in conjunction with the 2024-25 Consolidated Budget Proposal at the Board Meeting in May.
- LICA has not yet received confirmation of receipt of the Canada Summer Jobs Program Grant. In the interim, we have proceeded with the interview process and selected a candidate under the condition that LICA is a recipient of the grant.
- The M.D. of Bonnyville has reconsidered LICA Membership, in which payment was received on April 6th. The M.D. Office was contacted and thanked for their continued support towards LICA initiatives.
- It recently came to my attention that according to the Municipal Government Act, non-profit organizations that operate for the benefit of the public are exempt from property taxation (LICA is eligible). LICA has contacted the Town of Bonnyville and has obtained an exemption request form that must be submitted prior to September 2023 to be applied towards the 2024 taxation year.

Hiring Committee Updates:

- A total of 24 applications were received for the Summer Student Position. The Committee selected five prospect candidates and only three candidates were interviewed (the other two had already committed to other employment opportunities).
- Interviews were held on April 18th. The Hiring Committee selected Morgan Gillis as LICA's Summer Student, who is well suited for the position. She is expected to begin employment on May 1st and will continue until August 25th as a temporary employee for the remainder of Summer. As Morgan will be attending University in the fall, LICA is not able offer a casual permanent position.
- A key takeaway brought to the committee's attention is that teenagers are no longer using Facebook as it is no longer considered "cool". As such, LICA should be focusing more advertisements geared towards teenagers through Instagram and TikTok.

Additional Updates:

- I returned to the LICA Office on April 3rd and felt like I never left! It took a couple of days to get caught up with policy changes, LICA project/program progress, and where we sat with meeting year-end deadlines.
- A concerning breach occurred in the Executive Director email inbox, where all the sent items were deleted from the account on March 28th. I was able to have IT recover over 5,000 emails from our cloud backup, however emails sent between March 28-31st were unable to be recovered. If LICA was unable to retrieve these emails, we may have been at risk of not being able to prove specific responsibilities were completed and deadlines met upon request by our partners.
- LICA's annual contractor contracts were renewed prior to March 31st.
- A review of LICA's budget tracking process was reviewed with specific staff upon request. Discussions included tracking expectations, how to read the Consolidated Budget, and where to find all resources.
- Preparations are underway for the Bonnyville Oil and Gas Show.

Additional meetings attended over the past month include:

- April 4th – LICA Acid Deposition Monitoring Committee Meeting
- April 4th – LICA Watershed Committee Meeting
- April 6th – LICA Staff Meeting
- April 11th – LICA Hiring Committee Meeting
- April 13th – Grant Writing 101 webinar

Upcoming Meeting Dates:

- April 24 – Governance Meeting
- April 27th – Board Meeting

Respectfully submitted,

Kristina Morris, Executive Director, LICA – Environmental Stewards

Bonnyville Oil & Gas Show

June 21-22, 2023

LICA Trade Show Booth – Volunteer Sign-up Sheet

Set up Tuesday, June 20, 2023, 9:00 a.m. - 6:00 p.m. We have this time to set up our 10' X 10' booth. We will have to bring our many extension cords. Eveline will help with the set up.

Wednesday, June 21, 2023 – 10:00 a.m – 7:00 p.m

SHOW 10:00 a.m. – 1:00 p.m.	Stephanie		
SHOW 1:00 p.m. – 4:00 p.m.	Kayla & Mike		
SHOW 4:00 p.m. – 7:00 p.m.	Eveline & Lori & Mike		

Thursday, June 22, 2023 - 10:00 a.m – 4:00 p.m.

SHOW 10:00 a.m. – 1:00 p.m.	Mike & Lily		
SHOW 1:00 p.m. – 4:00 p.m.	Mike & Lily		

Tear Down 4:00 p.m. – 9:00 p.m. Eveline & Lori and Bonnyville staff
(then celebration)



LICA
ENVIRONMENTAL STEWARDS

Photo Credit: Donna Feledichuk



**STRATEGIC PLAN
PROGRESS REPORT**

**2022-23
FINAL REPORT**

BACKGROUND

This report is to provide an overview of the organization's achievements during the first to the fourth quarter 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 & FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> ● No IWMP Engagement sessions were hosted during the third and fourth quarters 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 QUARTER:</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. 	

<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 (cont.)</p>	<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. 	<p>WPAC AEG</p>
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> LICA’s Community Garden Facebook Group has 58 members. LICA’s advertisement occurred through Facebook, the LICA website, and outside sourcing for the following items: <ul style="list-style-type: none"> LICA Workshops: BIRDS, ALUS 101, Cenovus Caribou Restoration, and LICA jobs ads for the Summer Student. Four Facebook posts per week and one Instagram post per week was exceeded, with the following results: <ul style="list-style-type: none"> 78 Facebook posts were completed between January 1st and March 16th, and the target of 52 posts for this quarter has been surpassed. 45 Instagram posts were completed between January 1st and March 16th, and the target of 13 posts this quarter has been surpassed. LICA’s Facebook page currently holds 789 likes, and the Instagram page holds 527 followers. 	

<p>1.1.1 Host events that engage the community to collaborate on local environmental concerns (cont.)</p>	<p>Circulate surveys to members to identify topics of interest and feedback on LICA programs</p>	<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. 	<p>WPAC AEG</p>
<p>1.1.2 Expand LICA membership and increase social media presence</p>	<p>Make membership forms easily available and accessible to all stakeholders</p>	<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/. 	<p>WPAC AEG</p>
	<p>Engage municipalities within the LICA Region in efforts to increase awareness and presence of LICA</p>	<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. 	<p>WPAC AEG</p>

<p>1.1.2 Expand LICA membership and increase social media presence (cont.)</p>	<p>Engage municipalities within the LICA Region in efforts to increase awareness and presence of LICA (cont.)</p>	<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>WPAC AEG</p>
		<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. 	
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> • Municipalities in the LICA region were invited to attend the ALUS 101 presentation and the Cenovus Caribou Restoration Talk. • LICA completed workshops in multiple municipalities, including a DIY workshop in Myrnam and a Vermicomposting workshop in Lac La Biche. 	

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 (cont.)	<ul style="list-style-type: none"> • Education and Outreach Coordinator attended the Bonnyville Interagency meetings, Bonnyville Wellness Coalition meetings, and the Business Support Network luncheon. • The IWMP implementation process began with scheduling meeting dates and delegations with municipalities. Implementation meetings are ongoing, and municipality meetings are forthcoming. • Each municipality was provided with a finalized, hard copy of the IWMP for their council and staff. • The Town of Bonnyville, M.D. of Bonnyville and Village of Glendon promoted LICA's Winter Bird Monitoring project to reach a wide range of community members. 	WPAC AEG
	Enroll at least 20 new LICA members	<p><u>FIRST TO FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> • Since April 1, 2022, LICA has enrolled 18 new members. 	WPAC AEG
	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

1.1.2 Expand LICA membership and increase social media presence (cont.)	Increase social media followers (Facebook, Instagram) by 10%	<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. 	WPAC AEG
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> LICA now has 952 Facebook followers, which is an increase of 3.7% from the third to the fourth quarter (14.98% from the first quarter). LICA's Instagram followers increased from 526 to 527 (0.19%) from the third to the fourth quarter. There is an overall increase of 2.9% 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

<p>1.1.2 Expand LICA membership and increase social media presence (cont.)</p>	<p>Record and publish at least 5 LICA videos to the LICA YouTube Channel</p>	<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. 	<p>WPAC AEG</p>
<p>1.1.3 Recruit, maintain, and provide recognition for dedicated volunteers</p>	<p>Engage interested volunteers on opportunities to participate on the LICA Board and Committees</p>	<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. 	<p>WPAC AEG</p>
		<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. 	

1.1.3 Recruit, maintain, and provide recognition for dedicated volunteers (cont.)	Engage interested volunteers on opportunities to participate on the LICA Board and Committees (cont.)	<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> Newly interested members were contacted in January 2023 to confirm their participation in Committees and brought to the Board for approval. This resulted in one new Community Director Committee Member in the Governance Committee. 	WPAC AEG
	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. <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><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> A volunteer appreciation board has been created and displayed in the LICA office, to show appreciation to the volunteers of the Association. Gift cards were issued to all avid volunteers of LICA initiatives as year end appreciation. 	WPAC AEG

<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
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> Each Indigenous community in the Watershed was provided with a finalized hard copy of the IWMP and Summary of Key Contents document for their Chief & Councils, and community members. The Winter Bird Monitoring and Bird ID workshop was shared with all Indigenous communities. Buffalo Lake Métis Settlement also shared this on their community Facebook page. 	
	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>1.1.4 Engage with Indigenous communities (cont.)</p>	<p>Collaborate on educational programs for schools in Indigenous communities (cont.)</p>	<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>WPAC AEG</p>
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> Indigenous schools in the LICA region were contacted when the Education and Outreach programming resumed. One school has booked a date for X-Stream Science, to take place in June 2023. 	
	<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. 	<p>WPAC AEG</p>

<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>	<ul style="list-style-type: none"> ● 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 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. ● 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>
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1.1.4 Engage with Indigenous communities (cont.)	Develop and maintain relationships with Indigenous peoples and communities within the LICA Region (cont.)	<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. <hr/> <p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> • Engaged Kehewin Cree Nation on installation of a Purple Air Particulate Matter monitoring sensor in their community. Planning is underway hold an air quality information and outreach session when the sensor is installed. • Engage with Kehewin Cree Nation regarding the health of Kehewin Lake. 	WPAC AEG
1.1.5 Engage with local governments	Attend council meetings	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> • LICA attends Municipal council meetings as requested. 	WPAC AEG

1.1.5 Engage with local governments (cont.)	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. 	
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> Local municipal governments have been invited to all outreach presentations, including ALUS 101 and the Cenovus Caribou Restoration Talk. 	
	Engage in Municipal Land Use Planning and policy development as needed	<p><u>FIRST AND SECOND QUARTER:</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. 	WPAC

1.1.5 Engage with local governments (cont.)	Engage in Municipal Land Use Planning and policy development as needed (cont.)	<ul style="list-style-type: none"> LICA Staff provided feedback on the Intermunicipal Trails Master Plan for the M.D. of Bonnyville and the City of Cold Lake. 	WPAC
		<p><u>THIRD & FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> There were no requests for LICA's attendance at Council meetings in terms of Municipal Lake Use Planning and Policy Development. 	
	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 (BWC) 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, 	WPAC AEG

<p>1.1.5 Engage with local governments (cont.)</p>	<p>Create one new partnership per year for a project or event (cont.)</p>	<p>promote the garden to community members and promote healthy eating through gardening.</p>	<p>WPAC AEG</p>
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> • New partnerships or projects were not created in the third quarter. 	
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> • LICA was invited to attend a new D-I-Y Workshop event hosted by the Two Hills Adult Learning Center in Myrnam. A Vermicomposting Presentation was offered in two sessions. LICA was asked back for the next event, in the fall of 2023. • LICA’s Environmental Coordinator has been working with the Alberta Iron Horse Trail Association to increase awareness of environmental concerns on the Trail located within the LICA Region. 	

<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>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><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 Cree Nation, Elizabeth Metis Settlement, Saddle Lake Cree Nation, County of Vermilion, and Cold Lake First Nations. • 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. • The Data and Reporting Specialist and Monitoring Programs Manager provided a half-day classroom session followed by a monitoring station tour to students enrolled in the Natural Resources Technology Program at Portage College. This is the second year LICA has been invited to lead the session; preliminary discussions are underway to expand the offering next year to include some time working with air quality monitoring data in a computer lab. 	<p>WPAC AEG</p>
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> • The Education and Outreach Coordinator attended meetings with the Bonnyville Wellness Coalition, Alberta Airshed Council, Bonnyville Interagency, and Bonnyville Business Support Network. 	

1.1.6 Partner with organizations within the LICA Region on matters related to the environment (cont.)	Develop and maintain partnerships with organizations to deliver environmental programming (cont.)	<ul style="list-style-type: none"> The Education and Outreach Coordinator acted as a preliminary judge for the Caring for our Watersheds project proposal contest. LICA hosted a 'lunch & learn' by streaming ALMS' Community of Practice meeting in the Board room. Community members were invited to attend to learn about water level concerns at two lakes in our region. 	WPAC AEG
	Partner with Alberta Lake Management Society (ALMS) on the delivery of the LakeWatch program	<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. 	WPAC
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> The 2022 LakeWatch Summary Report was shared with the LICA membership and on social media during Invasive Species Awareness week to highlight the water quality and invasive species monitoring that was completed in the region. The final report is housed on the LICA website. The Environmental Coordinator and Executive Director worked with the ALMS Executive Director to determine priority lakes to be included in the 2023 LakeWatch Program. Approval was granted to complete monitoring at another 10 lakes within the LICA Region during 2023. 	

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>WPAC</p>
		<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><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> LICA provided the MLBMS with water quality monitoring equipment for their Winter Dissolved Oxygen program. LICA promotes local WSG events such as MLBMS Annual Highway Cleanup. 	

<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</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><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>1.2.1 Support projects and collaborate on Water for Life-aligned initiatives with local Watershed Stewardship Groups (WSGs) (cont.)</p>	<p>Maintain partnerships with WSGs on ongoing projects and programs (cont.)</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. 	<p>WPAC</p>
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> • The Education and Outreach Coordinator acted as a preliminary judge for the Caring for our Watersheds project proposal contest. • LICA supports the MLBMS Winter Dissolved Oxygen (DO) project by supplying water quality monitoring equipment. 	

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
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> • There were no MLWS meetings this quarter. 	
	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 QUARTER:</u></p> <ul style="list-style-type: none"> • The Environmental Coordinator continues to attend meetings when available. 	

1.2.2 Participate in local WSG meetings (cont.)	Represent LICA in Muriel Lake Basin Management Society (MLBMS) meetings (cont.)	<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> LICA’s Environmental Coordinator attended the MLBMS meeting on March 14. 	WPAC
	Participate in other local WSG meetings, if able	<p><u>ALL QUARTERS:</u></p> <ul style="list-style-type: none"> The Environmental Coordinator has not been requested to attend other local WSG meetings at this time. 	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>1.2.3 Support citizen science and community-based monitoring initiatives (cont.)</p>	<p>Support and develop community-based monitoring projects, when applicable (cont.)</p>	<p><u>THIRD & FOURTH 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. 	<p>WPAC</p>
	<p>Plan, organize, and implement the RiverWatch Institute of Alberta’s CreekWatch Citizen Science Program</p>	<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 Tucker Lake to the Beaver River. Sampling occurred bi-weekly from June – September. • Live sampling data can be found on their website: https://www.riverwatch.ca/science-data/. • A Final Summary Report of all data collected in 2022 by LICA Volunteers can be found on the LICA Website. 	<p>WPAC</p>

<p>1.2.4 Engage local communities in environmental stewardship action</p> <p>1.2.4 Engage local communities in environmental stewardship action (cont.)</p>	<p>Partner with local WSGs and/or community members to expand the Keep Our Lake Blue (KOLB) campaign</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 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 Kick off in early June, for the KOLB campaign in Lac La Biche. 	<p>WPAC</p>
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2023 Calendar Contest Entry
 By
 Tory Mahe

<p>1.2.4 Engage local communities in environmental stewardship action (cont.)</p>	<p>Promote the KOLB campaign and guide to other WSGs and WPACs</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 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. 	<p>WPAC</p>
	<p>Collaborate with Alberta Airsheds to implement an Air Quality Campaign in communities and/or businesses in the LICA region</p>	<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. 	<p>AEG</p>

<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 (cont.)</p>	<ul style="list-style-type: none"> ● All AAC Airsheds collaborated to post coordinated social media posts for Clean Air Day (June 2, 2022). 	<p>AEG</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><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> ● Alberta Airsheds has created an updated version of CARS, which will be implemented in the programming in Spring/Summer 2023. ● Airshed-based social media posts will continue to be determined by AAC and posted by LICA. 	

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>

<p>1.3.1 Participate in events of other Alberta WPACs and Airsheds when possible (cont.)</p>	<p>Participate in at least one project or event with another WPAC in Alberta (cont.)</p>	<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. 	<p>WPAC</p>
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> • The Education and Outreach Coordinator acted as a preliminary judge for the Caring for our Watersheds project proposal contest. • An E and O WPAC in-person meeting is planned for May 2023. • A WPAC Mangers meeting is scheduled for April 2023. • A WPAC Technical Committee meeting is anticipated for April 2023. • The Alberta WPACs are currently completing an updated Compendium to highlight the different projects that have been completed across the province. 	

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 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
	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	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

and annual Synergy Alberta Conference	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
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> Details regarding the WPAC Summit will be discussed at a later WPAC Manager meeting date. 	
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

1.3.4 Participate in the Alberta Airsheds Council (AAC) (cont.)	Participate on AAC sub-committees as required	<u>ALL QUARTERS:</u>	AEG
		<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 Environmental Monitoring Programs Manager participates in the Alberta Airsheds Council Conference Planning Committee and Annual Report Committee ● The E&O Coordinator participates in the AAC Communications Committee. 	
		<u>THIRD QUARTER:</u>	
		<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. 	
		<u>FOURTH QUARTER:</u>	
		<ul style="list-style-type: none"> ● The Environmental Monitoring Programs Manager participates in the Alberta Airsheds Council Annual Report Committee. 	

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. 	WPAC AEG
		<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. 	
	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 	WPAC AEG

<p>2.1.1 Deliver environmental education programs and information (cont.)</p>	<p>Hold an Earth Day writing contest and obtain a minimum of 50 entries (cont.)</p>	<p>the school community. This contest is provided as a practice opportunity for the Grade 6 English PATs.</p>	<p>WPAC AEG</p>
	<p>Deliver at least 50 classroom presentations with a watershed focus</p>	<p><u>FIRST TO FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> ● The E&O Coordinator provided 50 classroom presentations with a watershed focus in the first and fourth quarters. ● 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) ● 5 at Glendon School (4 x Wildlife Discovery, 1 x Plants in our Watershed) ● 3 at Notre Dame Elementary School (Creepy Crawlies) ● 3 at Art Smith Aviation Academy (2x Creepy Crawlies, 1 x Vermicomposting) ● 1 at Bonnyville Centralized High School (blue-green algae information session with BCHS Envirothon team) ● 1 at Ecole des Beaux Lacs (Vermicomposting) ● 6 at Northstar Elementary (3x Vermicomposting, 3x Wastewater) 	<p>WPAC</p>

2.1.1 Deliver environmental education programs and information (cont.)	Deliver at least 50 classroom presentations with a watershed focus (cont.)	<ul style="list-style-type: none"> • 4 at Myrnam School (Vermicomposting, Creepy Crawlies, 2x Wildlife Discovery) • 5 at LICA hosting Homeschooling Students (Vermicomposting, Plants in our Watershed, Creepy Crawlies, Wildlife Discovery, Ecosystems) 2 at Two Hills Mennonite School (Wastewater) • 5 at Light of Christ Lac La Biche (Wildlife Discovery, Creepy Crawlies, Animal Survival, Plants in our Watershed, Ecosystems) 	WPAC
	Deliver at least 10 classroom presentations with an air quality focus	<p><u>FIRST TO THIRD QUARTER:</u></p> <ul style="list-style-type: none"> • The E&O Coordinator did not provide any classroom presentations with an airshed focus. <p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> • The E&O Coordinator provided seven classroom presentations with an airshed focus in the fourth quarter. <ul style="list-style-type: none"> • 2 at Myrnam School (Air, Water & Climate; Trees & Forests) • 2 at Light of Christ Lac La Biche (Trees & Forests; Air, Water & Climate) • 1 at LICA hosting Homeschooling Students (Trees & Forests) • 2 at Two Hills Mennonite Schools (Air, Water & Climate) 	AEG

2.1.1 Deliver environmental education programs and information (cont.)	Deliver the Little Green Thumbs and Little Green Sprouts program to local schools, as available	<p><u>FIRST AND SECOND QUARTERS:</u></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. 	WPAC AEG
		<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><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> E&O Coordinator contacted Little Green Thumbs. Confirmation has been received from three of eight schools. New materials have been received to disseminate to schools. 	
	Deliver at least 2 Stream of Dreams programs to local schools and organizations	<p><u>FIRST TO FOURTH QUARTER:</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 	WPAC

<p>2.1.1 Deliver environmental education programs and information (cont.)</p>	<p>Deliver at least 2 Stream of Dreams programs to local schools and organizations (cont.)</p>	<p>community art mural symbolizes the knowledge gained about streams and fish habitats. The Stream of Dream programs held include:</p> <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. • The E&O Committee has approved the spring 2023 presentation for Light of Christ Lac La Biche 	<p>WPAC</p>
	<p>Deliver at least 10 X-Stream Science programs to local schools</p>	<p><u>FIRST TO FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> • The E&O Coordinator provided four X-Stream Science programs to three schools in the first to fourth quarters. 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. 	<p>WPAC</p>

2.1.1 Deliver environmental education programs and information (cont.)	Deliver at least 10 X-Stream Science programs to local schools (cont.)	<ul style="list-style-type: none"> ● One class at Ecole des Beaux-Lacs on September 15, 2022. 	WPAC
2.1.2 Deliver events and programs that foster environmental stewardship in the community	Host or deliver at least 1 event, workshop, or program to LICA municipal partners	<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. 	WPAC AEG
		<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><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> ● A Vermicomposting workshop was held at the Bonnyville Municipal Library on February 8th. 22 people participated. ● A Vermicomposting workshop was held in Lac La Biche on February 15th. 30 people participated. ● A BIRDS birdwatching 101 workshop was hosted at LICA on February 13th. 	

2.1.2 Deliver events and programs that foster environmental stewardship in the community (cont.)	Host or deliver at least 1 event, workshop, or program to LICA municipal partners (cont.)	<ul style="list-style-type: none"> • An ALUS 101 Townhall was hosted at LICA on February 27th. • A Cenovus Caribou Restoration Industry Talk was hosted at LICA on March 9th. 19 people participated. • LICA attended the Two Hills Adult Learning D-I-Y Workshop on March 11th. 30 people participated. 	WPAC AEG
	Deliver 10 youth-centered summer programs	<p><u>FIRST TO FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> • The E&O Coordinator booked 15 youth-centered summer programs. 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. • 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

2.1.2 Deliver events and programs that foster environmental stewardship in the community (cont.)	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 FOURTH QUARTER:</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. <ul style="list-style-type: none"> 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. One Companion Planting workshop was held at Cold Lake Library – South on June 23, 2022. One Garden Orientation presentation for Community Garden members and those looking for more information 	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>	<p>about the garden was held. Eight community members participated.</p> <ul style="list-style-type: none"> • 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. • 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
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> Garden members have begun to request plots for the 2023 growing season. These will be confirmed in April 2023. 	
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 quarterly newsletters (cont.)	<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> The Winter Newsletter was disseminated on January 13th, 2023. 	WPAC AEG
	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

2.1.3 Develop and disseminate communication materials on relevant topics (cont.)	Examine between year differences in passive air quality results i.e. bubble and isopleth maps (cont.)	<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> Updated spatial presentation of monitoring data are presented in the 2022 Annual Report: https://lica.ca/airshed/report-tracking/annual-reports/ 	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 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	<p><u>SECOND QUARTER:</u></p> <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. 	AEG

2.1.3 Develop and disseminate communication materials on relevant topics (cont.)	Publish and deliver Air Quality DNA presentations and other data visualizations (cont.)	<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> New data visualizations and maps were presented at the Annual General Meeting. 	AEG
	Publish an interim report to summarize the Portable Air Monitoring System (PAMS) Lac La Biche Air Quality Monitoring Project	<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> The Environmental Monitoring Programs Manager is finalizing the PAMS report. The draft report will be completed at by the end of September 2022. 	AEG
		<p><u>THIRD QUARTER:</u></p> <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.)	Publish an interim report to summarize the Portable Air Monitoring System (PAMS) Lac La Biche Air Quality Monitoring Project (cont.)	<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> The report is available on the LICA website. 	AEG
	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 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 	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>subsequently invited to host a booth at the Beaver River Fish and Game Club Open House on April 22, 2022.</p> <ul style="list-style-type: none"> Admin staff attended the University of Blue Quills Job Fair on May 12th. LICA staff attended Bonnyville Discovery Day on May 14, 2022; an event hosted by Bonnyville FCSS. LICA staff hosted a booth and spoke to over 30 community members about LICA's programs, workshops, projects, and volunteer opportunities. Additional connections with other local not for profits were established. 	<p>WPAC AEG</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><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>2.1.4 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>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> LICA attended a Community Engagement Workshop geared toward rebranding the Town of Bonnyville on the evening of February 1st. Admin staff attended the Bonnyville Famer’s Market on February 4th to promote LICA’s initiatives and upcoming presentations. The Education and Outreach Coordinator attended the Bonnyville Business Support Network luncheon on February 29th. The Education and Outreach Coordinator joined the Two Hills Adult Learning Center D-I-Y Workshop on March 11th. 	<p>WPAC AEG</p>
<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 QUARTER:</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>
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> All school presentations have been updated to achieve a cleaner, more eye-catching style, and to update current events and studies. 	

2.1.5 Adaptively manage and continuously improve education and outreach programs (cont.)	Evaluate educational programs for effectiveness through teacher surveys and update programs based on feedback (cont.)	<ul style="list-style-type: none"> BIRDS presentation has been created as a new presentation aimed at adult learners. 	WPAC AEG
	Ensure classroom presentations are curriculum-aligned and update as required	<u>SECOND QUARTER:</u> <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
		<u>FOURTH QUARTER:</u> <ul style="list-style-type: none"> Presentations currently align with all curriculum requirements. The new curriculum will be implemented in full in Fall 2023, and presentations will be reviewed prior to the commencement of the term. 	

2.2 MAINTAIN ORGANIZATIONAL TRANSPARENCY

STRATEGY	TARGET	PROGRESS	WORK PLAN
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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 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. 	
		<p><u>FOURTH 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. 	

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 interest in participating in LICA meetings	<p><u>ALL QUARTERS:</u></p> <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
<p>3.1.1 Operate regional monitoring programs</p>	<p>Operate passive monitoring stations in the Cold Lake oil sands region. Passive monitoring includes gases such as sulphur dioxide (SO₂), hydrogen sulphide (H₂S), nitrogen dioxide (NO₂), ozone (O₃), polycyclic aromatic compounds (PAC) and other pollutants as required. Note that all pollutants are not monitored at all stations</p>	<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. <hr/> <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. 	<p>OSM Deposition</p>

3.1.1 Operate regional monitoring programs (cont.)		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> The passive monitoring network operated as required. 	OSM Deposition
	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 is underway and reporting is expected to be complete in early Q4. 	
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> The 2021 report (Cold Lake LTSAM Site) was completed and posted online. Analytical work for the 2022 work (Moose Lake Site) was completed in early January 2023; analysis and modelling of results is underway. 	

3.1.1 Operate regional monitoring programs (cont.)	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. 	
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> ● The Cold Lake, St. Lina, and Tamarack monitoring stations operated as intended this quarter. Preliminary work is underway to develop an RFP that will define the specifications for replacing the St. Lina station shelter; the station has a resident fly population and some dry-rot in the walls. 	
	Operate and maintain the Cold Lake oil sands region integrated monitoring program including regional and triggered integrated volatile organic compound (VOC) and polycyclic	<p><u>FIRST AND SECOND QUARTER:</u></p> <ul style="list-style-type: none"> ● The integrated monitoring program at Cold Lake operated as intended this quarter. 	OSM Active Air Monitoring

3.1.1 Operate regional monitoring programs (cont.)	aromatic hydrocarbon (PAH) monitoring at two monitoring sites located at: <ul style="list-style-type: none"> ▪ Cold Lake South station ▪ PAMS 	<ul style="list-style-type: none"> • The triggered sampling of VOCs system at the PAMS station was installed on July 7. 	OSM Active Air Monitoring
		<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. 	
		<p><u>FOURTH 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. 	
	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 FOURTH 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

<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</p>	<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. 	<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 FOURTH 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>

<p>3.1.2 Adaptively manage and continuously improve monitoring programs (cont.)</p>	<p>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>	<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. 	<p>OSM Active Air Monitoring and Deposition</p>
		<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. 	

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) (cont.)	<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> A hydrogen generator was installed at the Tamarack Station eliminating the need to transport and store bottled hydrogen for this station. 	OSM Active Air Monitoring and Deposition
	Document any additions, deletions, or any other changes to the LICA active air and atmospheric deposition monitoring network not indicated previously. Identify and describe any deviations from approved OSM Program work plan(s)	<p><u>FIRST TO FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> No additions, deletions, or changes to report. 	OSM Active Air Monitoring 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. 			

3.1.2 Adaptively manage and continuously improve monitoring programs (cont.)	Continue to deploy PurpleAir particulate monitors within the LICA region, as opportunities arise (cont.)	<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> The sensor at University Blue Quills was replaced due to the sensors not functioning reliably. Work is underway to install at Kehewin Cree Nation. 	AEG
	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"> Three 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, and sampling of acid-sensitive lakes on the CLAWR. 	
<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> Denuder samplers and precipitation collectors were ordered in Q4. The delivery of both the samplers and collectors has been 			

3.1.2 Adaptively manage and continuously improve monitoring programs (cont.)	Implement LICA's acid deposition monitoring strategy to meet new regional regulatory compliance acid deposition monitoring and reporting requirements (cont.)	delayed due to supply chain issues, however delivery is expected early in Q1 2023-24.	OSM Deposition
3.1.3 Provide and report data in a timely manner	<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>FIRST TO FOURTH 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 	OSM Active Air Monitoring and Deposition

<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 	<p>stations were provided to the AEP real-time website in the required format.</p> <ul style="list-style-type: none"> ● All parameters met the 90% operational uptime requirement in February 2023, except NO_x/NO/NO₂ (88.8%) at the Cold Lake Station: Alberta EPA reference #: 410432. Due to a marked change in sample flow rate, a shutdown calibration was performed in order to rebuild the sample pump on Feb 21. The analyzer failed at the low GPT-point check. Following the pump maintenance on Feb 21, a successful post-repair calibration was completed. After reviewing diagnostic data, data were invalidated back to the point the issue occurred, which was February 18 hour 18. Seventy-five hours of down time were recorded due to this event. ● 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>
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<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</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>OSM Deposition</p>
		<p><u>THIRD QUARTER:</u></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><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> The report for the 2022 sampling for the Moose Lake site was completed and posted on the LICA website. 	

<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><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>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>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><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> Work is being coordinated with the PRAMP airshed to address audit findings. A two-year plan is being drafted to address the implementation of improvements resulting from the audit findings. 	

<p>.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: ● 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>
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2023 Calendar Contest Entry
by
Anna Weekusk-Starr

<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>
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> ● Collaboration with one of the Indigenous Board members has been completed for the BIRDS workshop. Bird names in Cree will be added to the workshop presentation. ● All schools within the Tribal Chief Education Foundation have been contacted in the dissemination of all presentation offerings. 	

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>FIRST TO FOURTH QUARTER:</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>FIRST TO FOURTH QUARTER:</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>FIRST TO FOURTH QUARTER:</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: <ul style="list-style-type: none"> ● 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><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>WPAC</p>
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<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 (cont.)</p>	<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> • IWMP implementation consists of meetings with decision makers in the Watershed. Implementation is ongoing. • The Final IWMP document and Summary of Key Contents document were printed to provide all sectors within the watershed a hard copy of the Plan. 	<p>WPAC</p>
<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>

3.2.4 Implement approved environmental management work plans	Submit final financial and project reporting on all three Watershed Resiliency and Restoration Program (WRRP) grants	<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. 	WPAC
	Research, apply for and implement project specified grants related to environmental management	<p><u>FIRST AND SECOND QUARTER:</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. 	WPAC AEG
		<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. 	

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>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> The Canada Summer Jobs wage subsidy grant was applied for to obtain a Summer Student. This student will then continue casual employment as an Education and Outreach Assistant to support the Education and Outreach department until next May 2024. 	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. 	WPAC AEG

<p>4.1.1 Encourage active participation from Board and committee members in LICA initiatives and events (cont.)</p>	<p>Board members participate in LICA initiatives and events to further demonstrate their support (cont.)</p>	<ul style="list-style-type: none"> ● 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. ● Two LICA board members have supported CreekWatch sampling by assisting in recording GPS coordinates for sample locations and taking part in sampling events. 	<p>WPAC AEG</p>
		<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. 	
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> ● Board Members attended the ALUS 101 Presentation on February 27th. ● Board Members attended the Cenovus Caribou Restoration Industry Talk on March 9th. 	

<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</p>	<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. 	<p>WPAC AEG</p>
		<p><u>SECOND QUARTER:</u></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>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>	<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> ● Board and Committee Members attended the ALUS 101 Presentation on February 27th. ● Board and Committee Members attended the Cenovus Caribou Restoration Industry Talk on March 9th. ● Committee Members attended the BIRDS: Birding ID workshop on February 13th. 	<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 (cont.)	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
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> LICA Officers were provided two online webinars presented by ATB Financial, regarding fraudulent banking activity. <ol style="list-style-type: none"> Fraudulent Prevention Strategies and Considerations for the Non-Profit Sector Integrating Year-Round Fraud Prevention Strategies 	
	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, 	WPAC AEG

<p>4.1.2 Provide professional development opportunities to LICA Board and committee members, and LICA staff</p>	<p>Provide at least one professional development opportunity per staff or contractor (cont.)</p>	<p>below outlines developmental opportunities that were funded by LICA:</p> <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 ● Dec 20: Understanding your Legal Landscape (Not for Profit Courses) by Alberta.ca ● Jan 18: Fraudulent Prevention Strategies and Considerations for teh Non-Profit Sector Webinar by ATB Financial ● Jan 19: Integrating Year-Round Fraud Prevention Strategies Webinar by ATB Financial ● Feb 2023: Leadership Training by Ian Hill (Niche Academy) <p><u>KAYLA HELMUM, 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 	<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"> ● 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 ● March 13: University of Alberta, Excel Level 2 Course ● March 2023: Portage College Introduction to InDesign CC Course 	<p>WPAC AEG</p>
		<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 ● Sep 20th: Emergency First Aid training at Safety Buzz 	

<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>MICHAEL BISAGA, ENVIRONMENTAL MONITORING PROGRAMS MANAGER</u></p>	<p>WPAC AEG</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 ● Jul 27th: Do What You Love, Love What You Do Webinar 	

<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>LORI JODOIN, ADMINISTRATIVE PROFESSIONAL:</u></p> <ul style="list-style-type: none"> ● Nov. 30- Dec. 8: Adobe Acrobat Pro DC ● Dec.7: Top 5 PDF Tips and Tricks with Adobe Acrobat Webinar ● Dec. 22: Coursera- Introduction to Microsoft Excel ● Jan. 5: Getting Started with Microsoft Teams ● Jan. 5: Building a Team in Microsoft Teams ● Jan. 10: Creating and Managing Teams Sites and Channels ● Jan. 10: Understanding Teams Integrations and Add-ins ● Feb. 28: Alberta's Non-Profit Legal Landscape ● March 6: First Aid Choking and CPR Training ● March 15: U of A- Non-profit Ethics and Compliance <p><u>MARIA CUEVA, FINANCIAL COORDINATOR:</u></p> <ul style="list-style-type: none"> ● Jan 18: Fraudulent Prevention Strategies and Considerations for the Non-Profit Sector Webinar by ATB Financial ● Jan 19: Integrating Year-Round Fraud Prevention Strategies Webinar by ATB Financial ● Feb 21: Cyber Security Awareness Training – knowBe4 <p><u>STEPHANIE SITKOWSKI, EDUCATION & OUTREACH COORDINATOR:</u></p> <ul style="list-style-type: none"> ● March 14-15: Standard First Aid "C" – Safe-Net Cold Lake 	<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"> ● March 20-21: InDesign Course UofA 	<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. 	

4.1.3 Maintain sub-committees for projects and programs as required (cont.)	Maintain a standing Governance Committee (GC) (cont.)	<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> • A Governance Committee meeting was held on February 8, 2023. 	WPAC AEG
	Maintain a standing Education and Outreach (E&O) Committee	<p><u>FIRST QUARTER:</u></p> <ul style="list-style-type: none"> • An E&O Committee meeting was held on June 16, 2022. 	WPAC AEG
		<p><u>SECOND QUARTER:</u></p> <ul style="list-style-type: none"> • An E&O Committee meeting was held on September 8, 2022. 	
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> • An E&O Committee meeting was held on December 6, 2022. 	
	<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> • An E&O Committee meeting was held on February 7, 2023. 		
	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

4.1.3 Maintain sub-committees for projects and programs as required (cont.)	Maintain an ad-hoc Integrated Watershed Management Plan (IWMP) Committee (cont.)	<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. 	WPAC
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> The IWMP Committee was reorganized into the LICA Watershed Committee (LWC) 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. 	
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> A LW Committee meeting will be held on April 4th, due to Committee schedule conflicts in March 2023. 	
	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

4.1.3 Maintain sub-committees for projects and programs as required (cont.)	Maintain an ad-hoc Acid Deposition Monitoring Program Expansion Committee (ADMPEC) (cont.)	<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. 	OSM Deposition
		<p><u>THIRD QUARTER:</u></p> <ul style="list-style-type: none"> THE ADMPEC meeting was held on November 29, 2022. 	
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> THE ADMPEC meeting will be held on April 4th, due to Committee schedule conflicts in March 2023. 	
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
		<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. 	

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
		<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>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> The 2023-24 Consolidated Annual Work Plan was developed with all staff on January 4th, with LICA Officers invited to the meeting as well. This Plan was approved on January 26th by the Board. Design is being completed by the Education and Outreach Coordinator and Environmental Coordinator, and posted to the LICA website by the end of April 2023. 	
	Complete quarterly Strategic Plan Progress Reports for review by the Board	<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. 	

4.1.5 Develop and evaluate annual work plans (cont.)	Complete quarterly Strategic Plan Progress Reports for review by the Board (cont.)	<p><u>THIRD QUARTER:</u></p> <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
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> The completed fourth quarter Strategic Plan Progress Report will be presented on April 27, 2023, at the Board of Directors Meeting. 	
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. 	
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> All contractor and employee Performance Evaluations were completed in the fourth quarter by the Executive Director with support from the Officers, in February and March. 	

<p>4.1.6 Adaptively evaluate and improve the efficiency of LICA resources to ensure the organization's goals are achievable (cont.)</p>	<p>Complete one annual performance review per staff or contractor, this includes the conclusion of probationary periods (cont.)</p>	<ul style="list-style-type: none"> The Administrative Professional and Education and Outreach Coordinator's probationary periods commenced in late February 2023. Their evaluations were included during the Annual Performance Evaluations in March. 	<p>All</p>
	<p>Conduct assessment(s) on LICA resources to ensure the organization is adequately equipped to conduct business</p>	<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 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. 	

<p>4.1.6 Adaptively evaluate and improve the efficiency of LICA resources to ensure the organization's goals are achievable (cont.)</p>	<p>Conduct assessment(s) on LICA resources to ensure the organization is adequately equipped to conduct business (cont.)</p>	<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> ● An assessment of the Association's banking accounts and procedures was completed by the Financial Coordinator, due to the fraudulent cheques found in a LICA account in the fourth quarter. ● A training gap for staff was resolved by the Executive Director in regard to budgeting. All staff were trained and provided the resources on the Association's financial processes, in order to execute departmental budget tracking of forecasted and actual revenues and expenses. The following documents were created to assist and continue proper budgetary procedures: <ul style="list-style-type: none"> ● LICA Budgeting 101 Instruction Guide ● Administrative Budget Tracking Workbook ● Education and Outreach Budget Tracking Workbook ● E and O Volunteer and In-Kind Hours Tracking Spreadsheet 	<p>All</p>
<p>4.1.7 Achieve organizational goals through collaboration of LICA staff and Board members</p>	<p>Encourage active participation and discussion during LICA meetings by providing the Board and Committee meeting materials in advance of each meeting</p>	<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. 	<p>All</p>

4.1.7 Achieve organizational goals through collaboration of LICA staff and Board members	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. 	All
	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
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> The 2022-23 fiscal year WPAC Operating Grant Interim report will be submitted by April 15, 2023, to EPA. Final reporting for the 2019-2023 WPAC Operating Grant will be submitted by June 30, 2023, to EPA. 	
	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
		<p><u>FOURTH QUARTER:</u></p> <ul style="list-style-type: none"> The 2022-23 fiscal year AEG Interim report will be submitted by April 15, 2023, to EPA. Final reporting for the 2019-2023 AEG will be submitted by June 30, 2023, to EPA. 	

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>





Lakeland Industry and Community Association

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Strategic Plan Final (Q4) Progress Report Summary

Written By:
Vicky Krawchuk
Executive Director

LICA remained on target with the Annual Work Plan in the 2022-23 fiscal year. Key highlights include:

Convene and Collaborate:

- Achieved:
 - i. Integrated Watershed Management Plan (IWMP) task items were successfully completed, including all Engagement Sessions and the completion and approval of the IWMP Final Report and the Summary of Key Contents.
 - ii. Association advertising and awareness have increased across all social media streams, resulting in an increase in likes, followers, and collaboration with the region. Municipalities were included in all LICA programming and presentations, with expected participation and feedback.
 - iii. 18 new members have been successfully obtained through the fiscal year.
 - iv. Volunteer appreciation included the creation of the appreciation Board in the LICA Board room and issuing e-gift cards to all avid members of LICA.
 - v. LICA actively collaborated with Indigenous councils regarding all Education and Outreach (E and O) initiatives, IWMP creation and implementation, installation of Purple Air Particulate Matter monitoring, and creating new programming partnerships.
 - vi. Greater outreach existed in the southwestern areas of the LICA region. Examples include:
 - 1. Hosting of the AGM at Metis Crossing
 - 2. Execution of E and O initiatives in Myrnam and Lac La Biche
 - vii. The 2023-24 ALMS LakeWatch Program was approved by the LISC to fund \$50,000 and the sampling of 10 lakes within the LICA region.
 - viii. Collaboration continues with MLBMS and MLWS. LICA continued to participate in the MLBMS Winter Dissolved Oxygen project, CreekWatch, and meetings with other watershed groups. A CreekWatch Summary report was created and posted on the LICA website as a public resource.

- ix. Active participation with Alberta Airsheds continues as an updated version of CARS will be implemented in the Spring/Summer of 2023. Support is provided through social media content sharing to all Alberta-based airshed programming.
- x. The Annual Synergy Alberta Conference was not held for the third year in a row. The WPAC Summit was held virtually with LICA in attendance.

Educate and Inform:

- Achieved:
 - i. The Association's contests were a success with great participation from the local communities! The 2023 LICA Calendar was completed and disseminated, Photo Contest winners were awarded for their stunning work, and 143 entries were received for the "Gardening Based on your Space" Writing Contest.
 - ii. LICA has delivered the following number of education and outreach programs this year, reaching a total of 2,063 people:
 - (19) Youth-centered programs: including presentations at thirteen summer camps, two youth contests, two Stream of Dreams programs, and assisting in two Walking with Moose presentations.
 - (4) X-Stream Science field trip programs for high school students
 - (2) Shoreline Clean-up at lakes within the LICA region
 - (4) Gardening Workshops
 - (3) Volunteer Garden Workdays
 - (1) Gardening Presentation
 - (1) BIRDS: Basic ID & Birdwatching Workshop
 - (1) Cenovus Caribou Restoration Presentation
 - (1) Alternative Land Use Services (ALUS) 101 Presentation
 - (1) Lunch & Learn: Streamed an ALMS presentation to community members on the water levels of two local lakes
 - iii. Collaboration with Little Green Thumbs was successfully established, and programming and connections remain strong to supply this initiative to the LICA region.
 - iv. New visualizations and maps of air monitoring data were included in the Annual Report and presented at the AGM.
 - v. An IWMP web page was created within the *Watershed* tab of the LICA website.
- 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. Two shoreline cleanups were successfully completed out of the targeted three.

Influence and Improve:

- Achieved:
 - i. The 2021 report (Cold Lake LTSAM Site) was completed and posted online. Analytical work for the 2022 work (Moose Lake Site) was completed in early January 2023; analysis and modeling of results are underway.
 - ii. Preliminary work is underway to develop an RFP that will define the specifications for replacing the St. Lina station shelter; the station has a resident fly population and some dry rot in the walls.
 - iii. In the third quarter, 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.
 - iv. A hydrogen generator was installed at the Tamarack Station eliminating the need to transport and store bottled hydrogen for this station.
 - v. A PurpleAir device was installed at the University Blue Quills campus in May 2022. In the fourth quarter, the sensor at University Blue Quills was replaced due to the sensors not functioning reliably. Work is underway to install at Kehewin Cree Nation.
 - vi. Three 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, and
 - sampling of acid-sensitive lakes on the CLAWR.Denuder samplers and precipitation collectors were ordered in Q4. The delivery of both the samplers and collectors has been delayed due to supply chain issues, however, delivery is expected early in Q1 2023-24.
 - vii. Work is being coordinated with the PRAMP airshed to address audit findings. A two-year plan is being drafted to address the implementation of improvements resulting from the audit findings.
 - viii. Grant applications were submitted for both the WPAC Operating Grant and AEG. An increase in funding has been confirmed for both four-year term grants.
 - ix. A WRRP project grant was applied for to support the riparian intactness assessments in the Beaver River watershed.
- 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 actively participated in LICA events including the Christmas Food Bank Drive, ALUS 101 Presentation, Cenovus Caribou Restoration Industry Talk, and BIRDS: Birding ID Workshop.
- ii. As well, Board and Committee members were offered developmental programs including Building Strong Teams and Effective Relationships, and Committees and Meetings. The Officers were provided fraud prevention webinars in light of the fraudulent cheques in the third quarter.
- iii. LICA staff and contractors took part in 52 paid and free training and development opportunities this year.
- iv. Resource assessments were conducted regarding:
 - LICA employee workplace environment
 - Education and Outreach Coordinator role workload and the need for a support position
 - LICA's banking accounts procedures
 - Association training gap in budgeting knowledge and implementation of departmental tracking for all actual and forecasted revenues and expenses, along with in-kind hours.

LICA

Aged Overdue Receivables Summary As at Apr 19, 2023

Name	Total Due	Total Current	Total Overdue	1 to 30 Overdue	31 to 60 Overdue	61+ Overdue
Alberta Environment & Parks	548,670.81	0.00	548,670.81	548,670.81	0.00	0.00
Baytex	4,002.72	0.00	4,002.72	4,002.72	0.00	0.00
Canadian Natural Resources Ltd.	17,565.42	0.00	17,565.42	17,565.42	0.00	0.00
Cenovus Energy Inc.	12,684.97	0.00	12,684.97	12,684.97	0.00	0.00
Imperial Oil Resources Limited	13,107.98	0.00	13,107.98	13,107.98	0.00	0.00
SLR Consulting (Canada) Ltd.	1,050.00	0.00	1,050.00	0.00	0.00	1,050.00
Strathcona Resources Ltd	5,514.98	0.00	5,514.98	5,514.98	0.00	0.00
Total outstanding:	602,596.88	0.00	602,596.88	601,546.88	0.00	1,050.00

Generated On: Apr 17, 2023

March Invoices: AEP - OSM invoices for Q4 has been issued.
Industry - Q4 Invoices have been issued.

61+ Overdue

SLR - DD was set up in January. Awaiting payment confirmation, Emailed March 13th and April 17th.

Was told they are looking into why payment is taking so long to be processed.

Note: They were late in paying last year as well. However they did pay in the end.

Q4

Q4 - Industry Invoices where issued April 17th.

Finances to Date

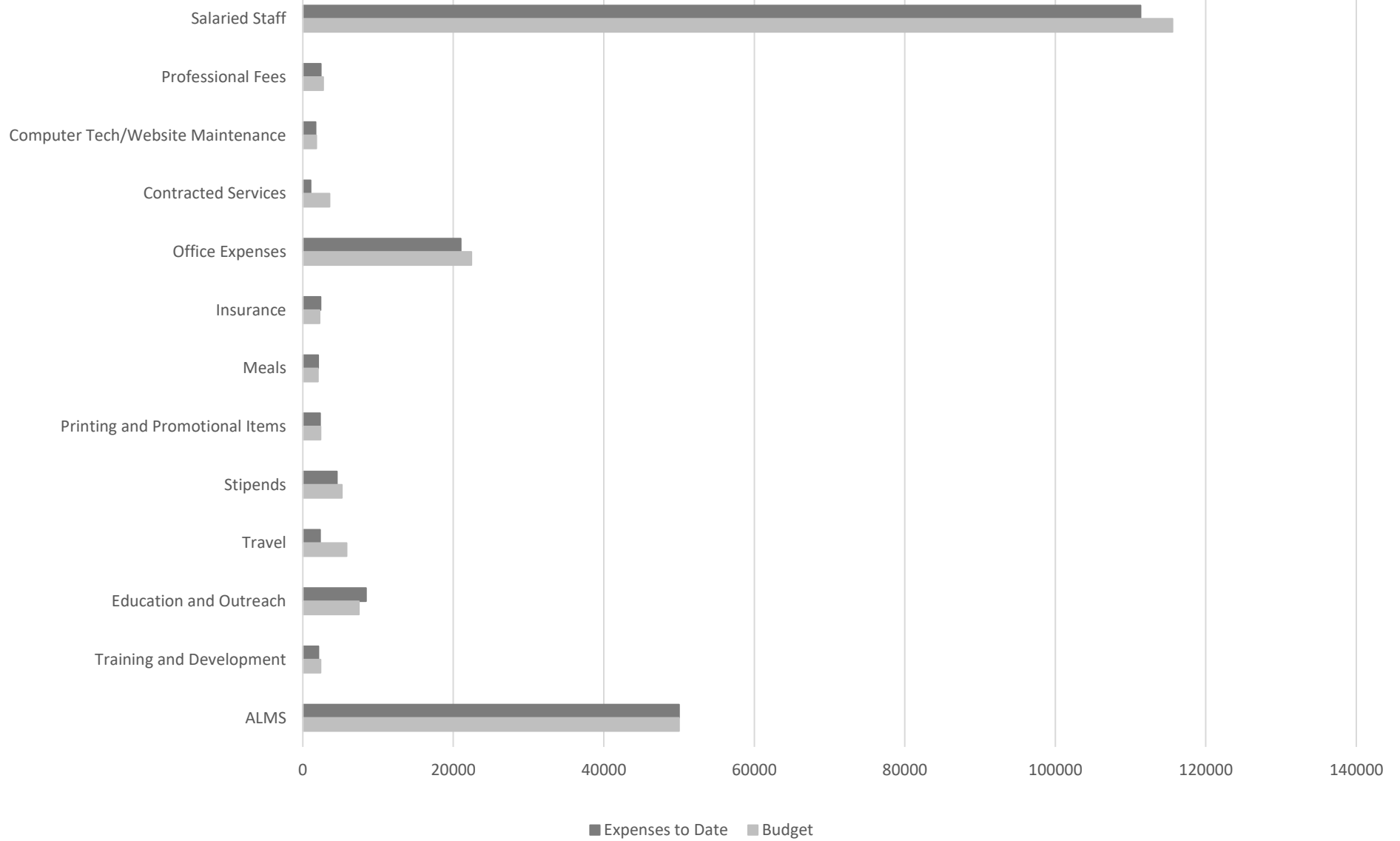
March 31st, 2023

Revenue	Industry Funding			WPAC Grant			OSM/Air Monitoring Contract			Airshed Engagement Grant			Community Garden Grants			
	Actual Revenue	Budget	Balance	Actual Revenue	Budget	Balance	Actual Revenue	Budget	Balance	Actual Revenue	Budget	Balance	Actual Revenue	Budget	Balance	
Membership Fees	\$ 25,000.00	\$ 25,000.00	\$ -													
Associate Membership Fees (Municipality)	\$ 4,750.00	\$ 5,750.00	\$ 1,000.00													
Funding Formula	\$ 130,587.34	\$ 142,747.30	\$ 12,159.96													
ALMS Funding - Industry	\$ 50,000.00	\$ 50,000.00	\$ -													
Misc	\$ 1,111.67	\$ -	\$ 1,111.67													
TC Energy Donation (Carry over)													\$ 15,000.00	\$ 15,000.00	\$ -	
Grant Revenue																
WPAC Operational Grant				\$ 195,000.00	\$ 195,000.00	\$ -										
AEG Grant										\$ 38,000.00	\$ 38,000.00	\$ -				
Canada Summer Jobs Subsidy				\$ 4,310.00	\$ 4,310.00	\$ -										
CIP - Community Garden (Carry over)													\$ 5,413.98	\$ 5,413.98	\$ -	
Grant Carry-Over				\$ 46.42	\$ 46.42	\$ -							\$ 10,243.39	\$ 10,243.39	\$ -	
OSM Contract Revenue							\$ 849,491.77	\$ 1,153,680.26	\$ 304,188.49							
TOTAL REVENUE	\$ 211,449.01	\$ 223,497.30	\$ 14,271.63	\$ 199,356.42	\$ 199,356.42	\$ -	\$ 849,491.77	\$ 1,153,680.26	\$ 304,188.49	\$ 48,243.39	\$ 48,243.39	\$ -	\$ 20,413.98	\$ 20,413.98	\$ -	
Expenses	Expenses to Date	Budget	Balance	Expenses to Date	Budget	Balance	Expenses to Date	Budget	Balance	Expenses to Date	Budget	Balance	Expenses to Date	Budget	Balance	
Salaried Staff	\$ 111,330.80	\$ 115,571.97	\$ 4,241.17	\$ 108,409.73	\$ 107,586.40	\$ (823.33)	\$ 50,419.65	\$ 50,825.00	\$ 405.35	\$ 25,157.80	\$ 19,499.40	\$ (5,658.40)				
Professional Fees	\$ 2,393.34	\$ 2,700.00	\$ 306.66	\$ 2,393.33	\$ 2,700.00	\$ 306.67	\$ 2,393.33	\$ 2,700.00	\$ 306.67							
Computer Tech/Website	\$ 1,691.64	\$ 1,800.00	\$ 108.36	\$ 2,276.39	\$ 1,800.00	\$ (476.39)	\$ 4,117.10	\$ 3,500.00	\$ (617.10)	\$ 1,440.99	\$ 1,500.00	\$ 59.01				
Contracted Services	\$ 1,030.00	\$ 3,560.00	\$ 2,530.00	\$ 3,430.00	\$ 3,560.00	\$ 130.00	\$ 117,306.86	\$ 120,005.36	\$ 2,698.50	\$ 230.00	\$ 2,760.00	\$ 2,530.00				
Office Expenses	\$ 20,977.43	\$ 22,405.00	\$ 1,427.57	\$ 21,791.53	\$ 21,935.00	\$ 143.47	\$ 25,012.68	\$ 23,935.00	\$ (1,077.68)	\$ 1,576.35	\$ 1,543.39	\$ (32.96)				
Insurance	\$ 2,352.92	\$ 2,240.00	\$ (112.92)	\$ 2,352.84	\$ 2,240.00	\$ (112.84)	\$ 10,574.45	\$ 7,790.00	\$ (2,784.45)							
Meals	\$ 2,036.74	\$ 2,028.00	\$ (8.74)	\$ 2,221.35	\$ 2,080.00	\$ (141.35)	\$ 2,097.49	\$ 2,140.00	\$ 42.51	\$ 800.00	\$ 800.00	\$ -				
Printing and Promotional Items	\$ 2,296.38	\$ 2,350.00	\$ 53.62	\$ 1,730.05	\$ 1,950.00	\$ 219.95	\$ 1,730.05	\$ 1,950.00	\$ 219.95	\$ 2,567.00	\$ 2,850.00	\$ 283.00				
Stipends	\$ 4,532.14	\$ 5,209.00	\$ 676.86	\$ 7,041.43	\$ 7,509.00	\$ 467.57	\$ 5,221.43	\$ 4,800.00	\$ (421.43)	\$ 3,905.00	\$ 5,350.00	\$ 1,445.00				
Travel	\$ 2,312.18	\$ 5,810.00	\$ 3,497.82	\$ 3,832.49	\$ 5,032.00	\$ 1,199.51	\$ 583.80	\$ 3,660.00	\$ 3,076.20	\$ 2,505.59	\$ 3,900.00	\$ 1,394.41				
Education and Outreach	\$ 8,420.00	\$ 7,473.33	\$ (946.67)	\$ 7,436.14	\$ 7,664.02	\$ 227.88	\$ 1,412.44	\$ 1,950.00	\$ 537.56	\$ 9,560.66	\$ 9,540.60	\$ (20.06)				
TC Energy Donation (Carry over)													\$ -	\$ 15,000.00	\$ 15,000.00	\$ -
CIP - Community Garden & Compost													\$ -	\$ 4,520.26	\$ 5,413.98	\$ 893.72
Training and Development	\$ 2,075.44	\$ 2,350.00	\$ 274.56	\$ 3,055.82	\$ 2,500.00	\$ (555.82)	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 500.00	\$ 500.00	\$ -				
Deposition Monitoring: Lab Analysis							\$ 79,095.23	\$ 208,099.60	\$ 129,004.37							
Deposition Monitoring: Data Management							\$ 39,123.43	\$ 110,435.00	\$ 71,311.57							
Deposition Monitoring: Field Work							\$ 83,371.27	\$ 53,040.00	\$ (30,331.27)							
Deposition Monitoring: CAPITAL EXPENSE							\$ 169,880.02	\$ -	\$ (169,880.02)							
Active Monitoring: Lab Analysis							\$ 79,312.74	\$ 99,125.30	\$ 19,812.56							
Active Monitoring: Data Management							\$ 105,639.46	\$ 144,585.00	\$ 38,945.54							
Active Monitoring: Field Work/Consumables							\$ 265,675.07	\$ 313,140.00	\$ 47,464.93							
Active Monitoring: CAPITAL EXPENSE							\$ 105,826.20	\$ -	\$ (105,826.20)							
IWMP				\$ 32,777.11	\$ 32,800.00	\$ 22.89										
ALMS	\$ 50,000.00	\$ 50,000.00	\$ -													
TOTAL EXPENSES	\$ 211,449.01	\$ 223,497.30	\$ 12,048.29	\$ 198,748.21	\$ 199,356.42	\$ 608.21	\$ 1,150,792.70	\$ 1,153,680.26	\$ 2,887.56	\$ 48,243.39	\$ 48,243.39	\$ 0.00	\$ 19,520.26	\$ 20,413.98	\$ 893.72	
EXCESS REVENUE OVER EXPENSES	\$ -	\$ -	\$ 12,048.29	\$ 608.21	\$ -	\$ 608.21	\$ (301,300.93)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 893.72	\$ -	\$ -	

TOTAL BUDGETS

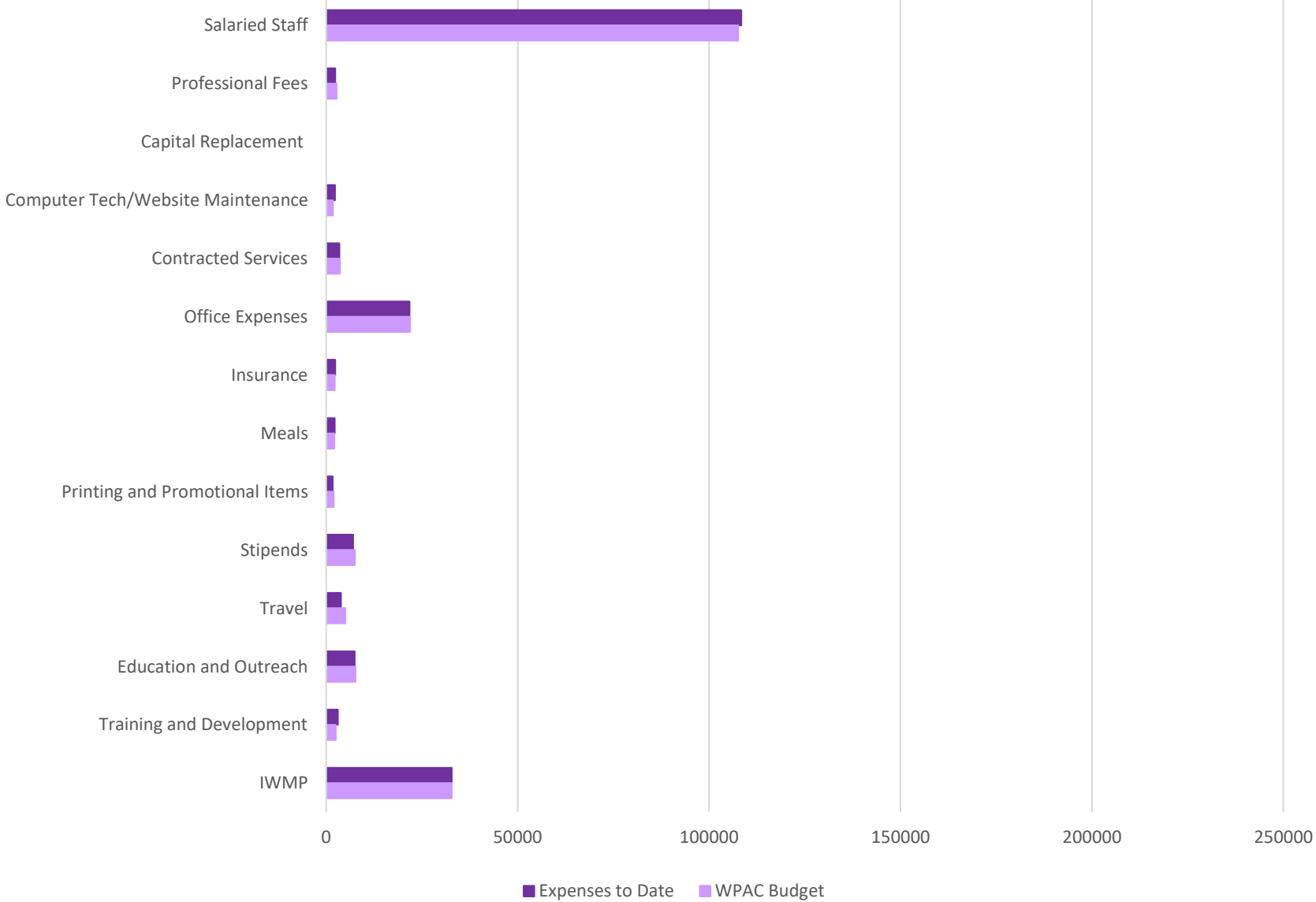
Industry and Membership Funding Expenditures to Date

March 31, 2023



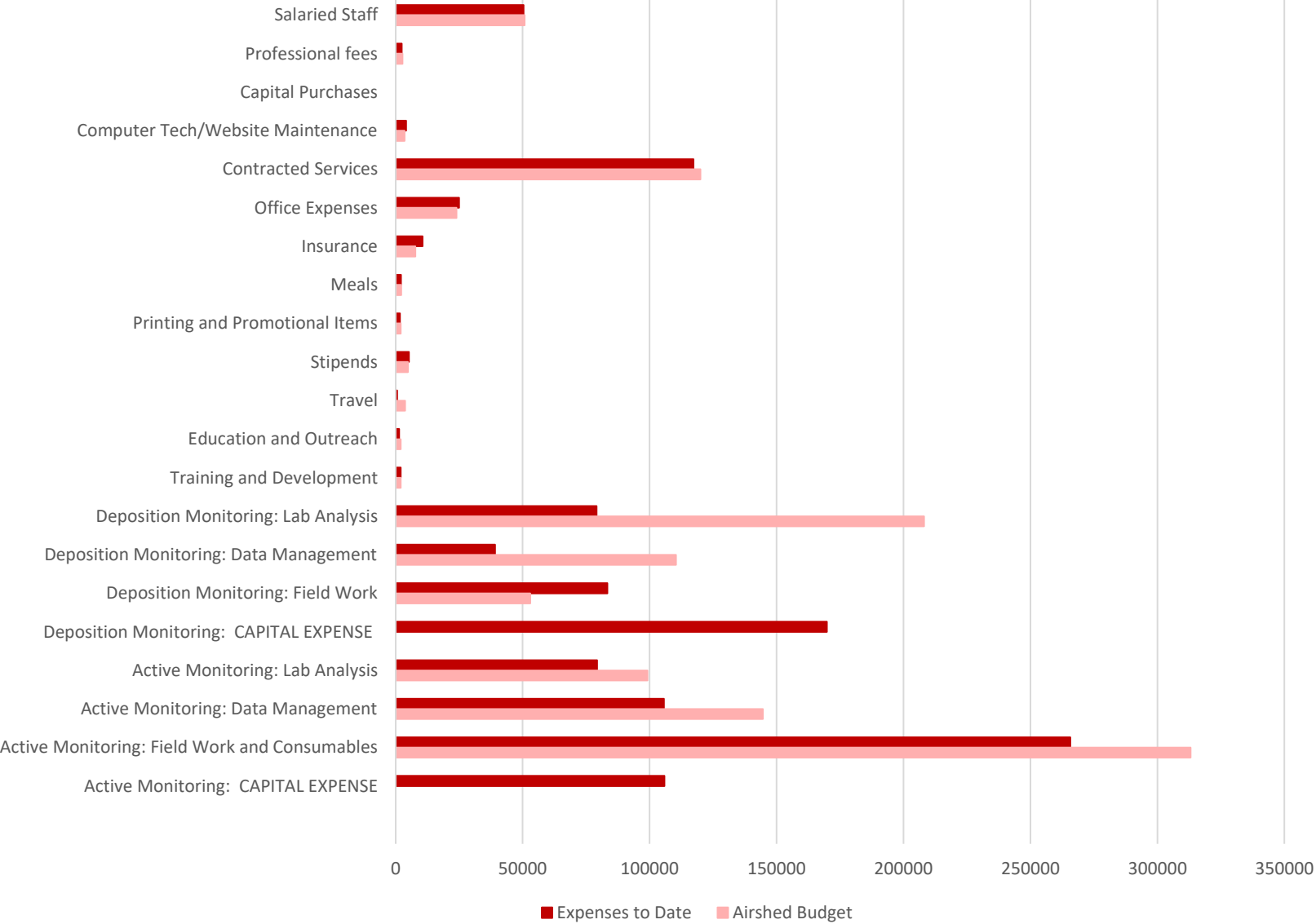
WPAC Grant Expenditures to Date

March 31, 2023



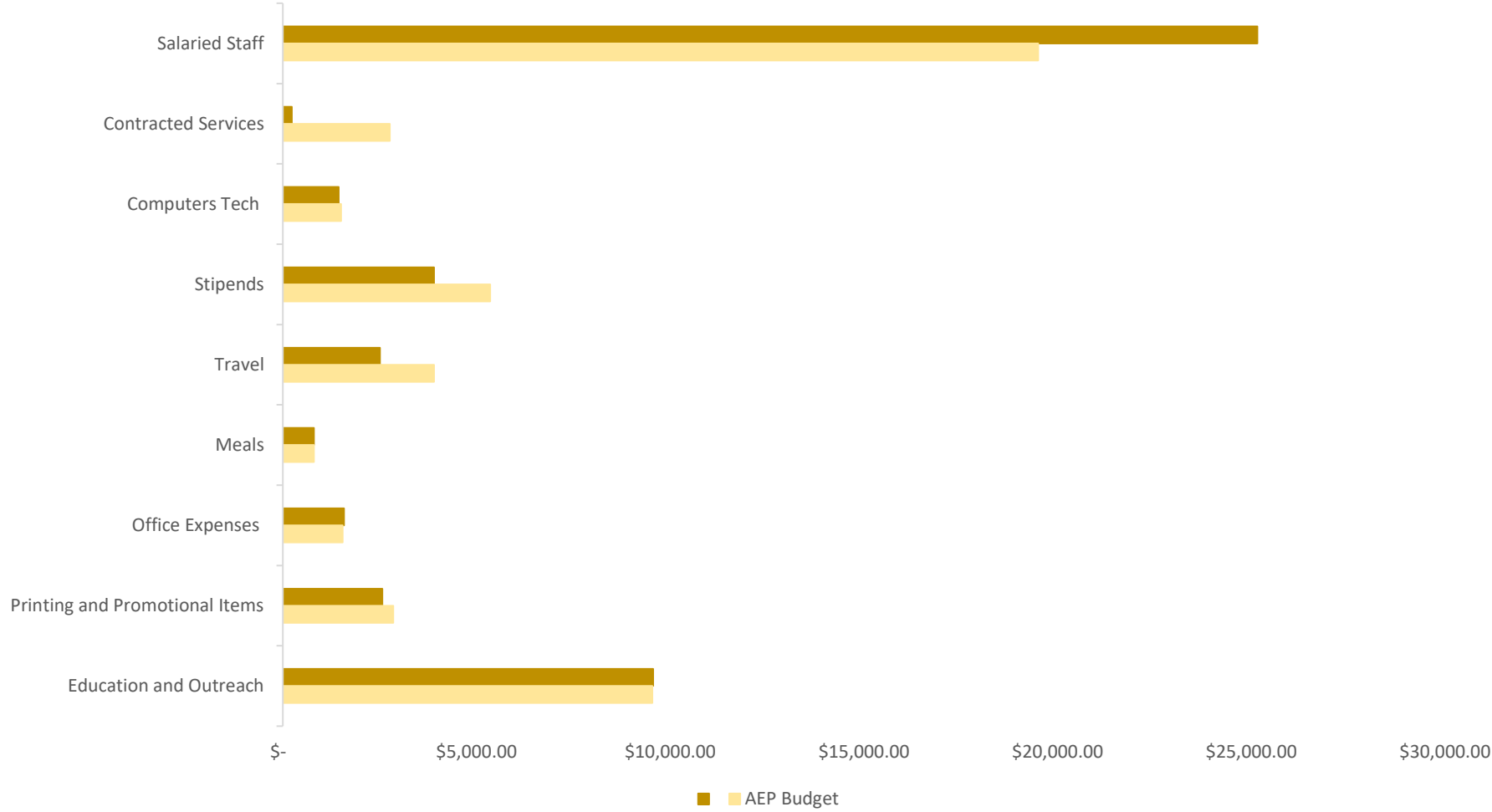
Airshed Contract Expenditures to Date

March 31, 2023



Airshed Engagement Grant

March 31, 2023





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 Tuesday, April 4, 2023 1:00 p.m. – 4:00 p.m. LICA Boardroom and Microsoft Teams

Present: Richard Bourgeois
Kellie Nichiporik
Clem Parenteau
Kelly Dion-McFeeters
Bill Parker
Shawn Elgert
Annette Hobart
Randi Dupras
Roxane Bretzlaff
John Ilchuk
Amanda Avery Bibo
Abdi Siad-Omar

Observers and Guests: Sunal Ojha, Tribal Council Ventures Consultant

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

Regrets: Kristen Berezanski
Robert Machatis

1.0 CALL TO ORDER

Kellie Nichiporik, the Committee Chairperson, 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 April 4, 2023, LWC Agenda

#1 Moved by Clem Parenteau AND CARRIED that the April 4, 2023, Agenda be approved as presented.

1.6 Approval of Minutes

1.6.1 December 1, 2022, LWC Minutes

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

2.0 NEW BUSINESS

2.1 2022- 2023 IWMP Budget Update

The Environmental Coordinator reviewed the 2022-23 IWMP Budget Update explaining that this budget came from the Palliser Environmental Proposal. There were leftover expenses due to fewer meetings and lower travel costs. With that extra money, hard copies of the IWMP were printed to be shared with decision makers in the Watershed, to assist with IWMP implementation.

2.2 2023-2024 Funding & Projects Update

The Environment Coordinator updated the Committee on the 2023-24 funding. They are still waiting to hear if the WRRP Grant application has been approved.

The WPAC Operational Grant will commence a new 4-year agreement in April 2023, where LICA was granted an increase in funding. With this increased funding, priorities such as the State of the Watershed Report will be addressed. The Riparian Health Campaign is also set to commence in the Spring of 2023.

A Committee member asked if any additional finances for 2023-2024 would be allocated towards the implementation process seeing that the organization received an increase in grant funding. The Executive Director shared that the consolidated budget is currently under review and will be brought to the Board in May for approval. This information will be available at the next Committee meeting. It was also suggested that the committee discusses budgetary needs while reviewing the IWMP Implementation document for a sense of how much funds will be required this fiscal year.

3.0 ONGOING BUSINESS

3.1 IWMP Implementation

The Environmental Coordinator presented IWMP implementation tables to the Committee to facilitate discussion.

9.2.3.2 Groundwater-

b) Deep groundwater availability mapping

A Committee member suggested our Environmental Coordinator reach out to AGS as they were the ones who completed deep groundwater mapping.

9.2.3.3 Lake Water Levels-

b) Monitor lake water levels of interest to First Nations and Métis

Kehewin is entering their second year of scientific study at Kehewin Lake. This should result in a micro version of this for Kehewin. They are looking forward to seeing what other communities are doing. The Indigenous Summit is being held in May 2023.

A Committee member asked if Beaver Lake should be included in this. Another member was going to check into flood plain mapping information from the planning and development department in Lac La Biche.

Tribal Council Ventures Consultant will be studying water quality in Beaver Lake, Cold Lake, and Frog Lake. Studies will occur in June and July of this year. A Committee member asked if they would be looking into what flows into Cold Lake to identify potential problems. The Consultant was not sure which areas would be used but will be looking at possible locations on April 5, 2023. LICA's EPA representative was interested in LICA partnering with this Consultant to implement this recommendation. They planned to discuss this further.

9.3.3.1 Maintain and Improve Water Quality

d) Assess septic and sewage discharge

The Environmental Coordinator asked if the Committee members had any ideas for incentive programs for septic /sewer discharge to surface water. A member stated that septic tank restoration is very expensive and rarely done unless the system is completely failing. The Executive Director suggested that maybe LICA could give a monetary incentive to homeowners through a project-specific grant. A member stated that it would have to be a considerable amount of money, since the replacement cost is so high. Another member suggested that LICA could connect with AUMA, a provincial organization to offer a tax break or possible grant options to be implemented.

It was also shared that Bonnyville Beach had all their residents complete a septic inspection to check for leakages and fix any issues. It was stated by another member that larger centers are accepting waste from smaller communities. Cold Lake is upgrading their septic system to handle waste influx that is being trucked into the city.

Another member suggested looking at the Environmental Damages Fund instead of private incentives. It was also brought up that in a local County for septic upgrades residents were taxed if they were not done, and rebates/credits were

handed out to those who were certified and upgraded their systems. This worked out for this county, but the member was not sure if the MD of Bonnyville would be willing to do this.

Another member stated that Lac La Biche has a bylaw for lake residents to have their water and septic systems connected to the main system. It must be done within five years; however, the cost is very expensive.

9.3.3.2 Monitoring and Evaluation

a) Monitoring the Beaver River and its tributaries

Moose Lake Watershed Society samples all five tributaries. The report is posted on their website.

9.3.3.4 Ground Water

b) Community-based monitoring

OSM does the monitoring for GOWN, which is a government program for groundwater. Muriel Lake Basin Management Society continues to monitor one ground water well. This information can be found on their website.

9.4.3.2 Riparian Protection

e) Agricultural setbacks

A Committee member will look into this and see what exists. They will then share their findings with the Environmental Coordinator. A Committee member stated that on private land, no one is out there enforcing setbacks. A discussion turned to how this could be a part of an educational workshop. LARA continues to send out education on this.

g) Oil and gas setbacks

A committee member stated that with most of these issues concerning oil and gas, the government has regulations in place and all of their plans have to be approved.

9.4.3.3 Riparian Conservation

a) Riparian Conservation

LICA's EPA representative stated that they would look into this.

9.4.3.4 Riparian Restoration

e) Industry support for community restoration projects

Oil companies are involved with this, with ALUMS. Industry is more than willing to discuss collaborative programs.

9.5.3.1 Wetland Inventory and Valuation

b) Wetland valuation

A Committee member shared that different levels of evaluation can be done to a wetland. Another member discussed land evaluations and was going to look into what subregional plans state.

Lac La Biche has had meetings with local EPA representatives for wetlands conservation, however, they can only push back where wetlands are prioritized.

A suggestion was also brought forward on connecting with Ducks Unlimited as they had looked into updating maps. Another member mentioned that there are grant opportunities available to get wetland evaluations done. Healthy Water Lac La Biche received a grant to get an evaluation done. This could be a possible LICA grant opportunity.

9.5.3.3 Mitigation

b) Agricultural activity

A Committee member stated that most grazing does not apply specifically to wetlands so this would be more of an educational component. However, more money is available for riparian projects, like RALF.

9.6.3.2 Fish Habitat and Restoration

a) Water temperature monitoring

A Committee member reminded the group that in the past LICA did complete a flyover of the Beaver River and Moose River. This footage could be reviewed. At that time, they found that riparian health did not need a lot of restoration, but ATCO discovered that they needed to remediate their clearing for power lines. Another member suggested the use of drone technology to view the riparian health of the Beaver River, instead of using a helicopter again, as the drone would be more cost-effective. It was also brought forward to connect with previous recipients of funding for riparian fencing and offsite watering system to see how it is working for them and if they had any recommendations.

c) Fish spawning habitat survey

The Muriel Lake Basin Management Society has been participating in a Fall Index Netting Program since the Fall of 2021. Once oxygen levels improve in the water, and fish start to survive over the winter, they hope to restock the lake with fish. It was also noted that oxygen levels were better this winter, in comparison to last year. The Environmental Coordinator asked if there was a priority lake that LICA could work to restore. A member suggested that Fishery Staff may be able to assist with information regarding programs that are already in place. It was also brought forward that ACA website has a list of aerated lakes. A member suggested using a biologist to investigate and provide data. Another member mentioned that there are programs for re-stocking lakes. Hilda Lake is an excellent example of this.

9.6.3.3 Watercourse Crossing and Stream Connectivity

a) b) c) Manage, Monitor and Remediate Watercourse Crossings

LICA's EPA representative mentioned that Alberta Watercourse Crossing Collaborative is working with industry and starting with communities. LICA can tell them priority streams for assessment. An app has been developed so you can map crossings.

9.6.3.4 Shoreline Management (Littoral Zone)

c) Shoreline Erosion

LICA's EPA representative suggested considering higher-level priorities, as this is rated medium to high.

9.6.3.8 Aquatic Invasive Species and Disease

b) Implement strategies to mitigate the potential for AIS

Cherry Grove has a government boat inspection site set up. There is a potential for spot checks at boat launches in various locations. A committee member stated that Lac La Biche has seasonal environmental technicians that conduct lake sampling and are trained in AIS, they will bring this recommendation forward to the Lac La Biche County and their technicians. Another member stated it is mandatory for dealerships to have boats inspected when they arrive at the dealership. Boats made out-of-province, would have been tested in water before they're sent out, so they are inspected before they are sold. An idea was also brought forward to hold a Citizen Science workshop to teach boaters how to properly inspect.

9.7.3.2 Agriculture

a) Environmental Farm Plan

LARA promotes the Environmental Farm Plan program and encourages farmers and ranchers to participate.

9.7.3.3 Forestry

a) Apply forestry industry standards

A Committee member stated that best practices are out in legislation and LICA is recommending them.

9.7.3.4.1 General

a) Apply oil and gas industry standards

These practices exist and Industry complies.

b) Road construction and stream crossings

These practices exist and AER does this as part of the approval process.

9.7.3.4.2 Remediation and Reclamation

a) Environmental Assessment

b) Reclamation

c) Reclamation certificates

Committee members from Industry stated that this is continuous and being done all the time.

9.7.3.4.3 Emergency Response Plans

b) Community emergency response

The city of Cold Lake holds meetings almost every month to discuss emergency response plans and they have also just updated their emergency response. AER has a dashboard for real time events, to alert of any emergencies. Lac La Biche has a voyent app specifically for emergencies. Industry members invite municipalities to emergency response plan exercises and communicates with them.

9.7.3.4.4 Orphan Wells

b) Recommend wells for reclamation

AER just released a closure nomination process to reclaim orphan wells.

9.8.3.2 Indigenous Knowledge

b) Map reflecting Indigenous place names

Kehewin has developed their own mapping platform, but they are interested to see what other communities are doing. A Committee member also suggested that there is a possibility to develop an educational interactive piece for schools with an audio component, so students could hear the Indigenous language being spoken. They spoke of the importance of medicinal plants in the watershed and how to live off the land, especially with health care declining.

Once the Committee had reviewed the IWMP Implementation document, they held a general discussion on what specific projects LICA could become involved in. One Committee member felt that an important project could be survival of the fish. Some assessments might have to be done before the project started but it would be worth looking into. Another member made a suggestion to possibly contact fisheries to see what projects they are involved in. At this time a committee member stated that they would find a contact and share that information with the Environmental Coordinator. It was agreed upon to look further into this.

The second idea brought forward was to focus on riparian health and assessment. A member stated that a lot has been done but the focus was not on why it is important. They agreed that this is a great area that could have a huge educational component brought in. Another member spoke of the importance of getting people outside to the wetlands, to educate them, and provide a space for them to connect with riparian health. This could include workshops for the public or promoting a Citizen Science component. A member spoke about the relationship between plants and nourishing our bodies. Another member brought up the safety side, knowing what is safe to eat in nature.

A question was brought forward asking what kind of projects can be focused on involving water quality. A member suggested possibly looking at scientific laboratory assessments and analysis of the CreekWatch sites, to back up the Citizen Science data. The Executive Director cautioned that LICA would have to verify with AEPA before embarking on this project to ensure that it is not considered monitoring as it is stipulated as being an ineligible expenditure within the WPAC grant. The Environmental Coordinator reminded the Committee that WPAC grant money cannot be used for monitoring, but it may be used depending on the assessment/project. Another member thought creating educational tools would be a great resource. Possibly a book about plants in our watershed areas and what their uses are. This tool could be shared in the community.

Another member spoke about several lakes in the area that have a large amount of recreation and housing development around them. The question was asked, how many houses have actual fields versus pump-out systems? Having a possible program that supports the change from field to pump-out systems could be an option. Funding would need to be made available from the government to get progress and interest in this.

Another Committee member spoke about getting involved in projects that do not involve government regulations. Possibly looking at algae outbreaks and how it affects vegetation and fish. If this project was chosen to move forward, it was

suggested to reach out to an educational institution to see if a graduate student would assist with the education component.

It was then brought forward that people could test their own well water and self-report. Another member suggested that LICA could help pay for the water testing kits. It was cautioned that this may be too close to monitoring and WPAC grant money could not be used in this case.

Lastly, a Committee Member suggested the possibility of doing a project to fill in the gaps of the State of the Watershed Report.

4.0 ACTION LIST

4.1 Follow-up on Action List

4.1.1 December 1, 2022

The Committee reviewed the Action List from the December 1, 2022 meeting.

5.0 UPCOMING MEETING DATES

5.1 Board of Directors Meeting – April 27, 2023

5.2 Next Meeting - TBD

6.0 ADJOURNMENT

The meeting adjourned at 3:27 p.m.

#4 Moved by Roxane Bretzlaff AND CARRIED that the meeting be adjourned.

Approved on: _____

Date

Signature



Lakeland Industry and Community Association

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

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Acid Deposition Monitoring Program Expansion Committee

Meeting Minutes

Tuesday, April 4, 2023

9:00 a.m. – 12:00 p.m.

LICA Boardroom and via Microsoft Teams

Present: Brent McGarry
Leo Paquin
Andrea Woods
Jennifer O'Brien
Salim Abboud
Kevin Glowa (Arrived 9:24 a.m.)
Wally Qiu
Heather Harms (Arrived 9:15 a.m.)
Desiree Parenteau
Clarence Makowecki
Greg Wentworth
Amanda Avery Bibo
Fin MacDermid

Observers and Guests: Sunal Ojha

Staff and Contractors: Kristina Morris, LICA Executive Director
Michael Bisaga, LICA Manager, Env. Monitoring Programs
Eveline Hartog, LICA Administrative Professional

Regrets: Lily Lin, LICA Data and Reporting Specialist

1.0 **CALL TO ORDER**

Leo Paquin, Committee Chair, called the meeting to order at 9:03 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 April 4, 2023, ADMPEC Agenda

#1 Moved by Desiree Parenteau AND CARRIED that the April 4, 2023, ADMPEC Agenda be approved as presented.

1.6 Approval of the Minutes

1.6.1 November 29, 2022, ADMPEC Meeting

#2 Moved by Jennifer O'Brien AND CARRIED that the November 29, 2022, ADMPEC Minutes be approved as presented.

2.0. ONGOING BUSINESS

2.1.1 Soil Acidification Monitoring Program

2.1.1.1 Cold Lake Long Term Soil Acidification Monitoring Site Report (LTSAM)

The Manager of Environmental Monitoring Programs briefly reviewed the report which had been distributed with the agenda package for the Committee's information. The report is for the samples collected from the Cold Lake LTSAM site in Fall 2021. Overall, the data suggest that some acidification may be occurring; a similar pattern is also being observed at the Tucker Lake site although there is less data to support that. Assessment of these trends requires ongoing, routine monitoring over long periods, which is part of the design of the LICA and LTSAM soil monitoring program. LICA's long-term commitment to surveillance of soil acidification parameters (soil attributes that can be directly affected by ongoing acidic inputs) is needed since changes in soil chemistry may affect other components of the ecosystem. He, along with Dr. Salim Abboud, will present the Committee with an in-depth presentation of the findings at a future meeting after completing additional analysis of the data.

2.1.1.2 Moose Lake Sampling Status

The Manager of Environmental Monitoring Programs updated the Committee regarding the sampling work done at Moose Lake in October 2022. The analytical work was completed in December and January with the final report being reviewed and finalized. Preliminary analysis of the data indicates that this site does not show any pattern of soil acidification.

A Committee member inquired if LICA would be interested in presenting their in-depth presentation to the OSM Air Technical Advisory Committee. The Manager of Environmental Monitoring Programs indicated that he and Dr. Abboud would certainly be prepared to do so this summer.

2.1.1.3 New Soil Monitoring Site Selection Outputs

LICA's Manager of Environmental Monitoring Programs indicated that he had been working with Dr. Abboud to identify a new soil acidification monitoring site. LICA's current sites are located on the periphery of the high deposition zone; this was raised as a concern when drafting LICA's Acid Deposition Monitoring Strategy for the Cold Lake Region. To address this, LICA's new monitoring site should be in an area where models predicted the highest regional deposition. A number of data sources were used in a geospatial analysis site selection scoping exercise to determine a location for the new soil acidification monitoring site. The data inputs for the scoping exercise included the following:

Base Map

This map shows the LICA boundary and its air monitoring zone with markers showing both air monitoring stations and soil monitoring sites.

GEM-MACH Model Output Map

The dark blue shading in this map indicates areas of high deposition, specifically Sulphur, while the lighter shades of green and yellow indicate areas of lower deposition. The two existing LICA sites are on the periphery of predicted high deposition, so areas within the dark blue zones were targeted as areas for the potential new monitoring site.

Soil Classification Map

This map was used to identify suitable soils for monitoring within the area of high deposition. The province had put in effort in the 70's and 80's to classify and map soils in the province. This historical data was digitized for LICA and soil characteristics are embedded in the polygons within the soil classification map. This map was then superimposed over the GEM-MACH model output map which assisted in narrowing down areas to consider for the new site. The area outlined in red was identified as having soil suitable for acid deposition monitoring and consists of 30% Nicot soil which is a sandy loam and is considered a nutrient poor soil; this is a good soil for monitoring since it shows signs of acidification early as opposed to other, well-buffered soil types.

The Manager of Environmental Monitoring Programs also indicated that the soil classification map would be a good data contribution that LICA could make to an oil sands data portal since the soil types have been digitized.

2019 ABMI Human Footprint Map

The Alberta Biodiversity Monitoring Institute map has an enhanced oilsands region data set and was used as a tool to buffer out zones within the areas of higher deposition that should not be considered suitable for monitoring. This map and data set offered information about well pads, cutlines, processing facilities cultivated land and agriculture within the area being considered for monitoring. Buffers were applied around the human footprint (500m around transportation corridors, 50m around all other footprint types) which helped narrow the search area to locations that have not been disturbed by human development.

Alberta Vegetation Inventory Map

The vegetation inventory map primarily shows the area covered by crown land and leased crown land. The presented map was filtered to show the location of jack pine in dry and dry-mesic moisture regimes which are both good indicators of sandy soil. The human footprint buffer (described previously) was applied to the jack pine stands to further narrow the search area.

Satellite Imagery Map

Field investigations have not yet begun since the area is still covered in snow but remote ground truthing was done using satellite imagery. The satellite imagery was used to confirm the location of jack pine stands (typically indicated by trees in low-density stands because of nutrient deficient sandy soils). Core samples will be taken in June or July to determine if the soil meets monitoring criteria.

There will be challenges with establishing a site in this area because it is an active area and the future development plans are unknown, in addition, access to the site is also an unknown factor.

A Committee member inquired who the leaseholders are in the area identified in the scoping exercise; an Industry member indicated that Imperial Oil is the likely leaseholder. He further indicated that he would contact and assist the Manager of Environmental Monitoring Programs regarding the long-term plans for this suggested site. It was also suggested that when the legends are added into the maps, township and range gridlines should also be included. A committee member suggested that the Manager of Environmental Monitoring Programs consult indigenous groups about this process since the locations identified for sampling are in traditional harvesting areas.

The Committee was informed that once all the legends are exported into the maps, the series of slides/maps will be sent out to the Committee.

#3 Moved by Andrea Woods AND CARRIED that LICA accept that the area that is identified in the presentation is suitable to pursue in establishing an additional soil monitoring site to support the work of the acid deposition monitoring strategy. Contingent on confirmation with Imperial Oil's future development plan and consultation with Indigenous communities regarding the site selection process.

2.1.2 Acid Sensitive Lake Sampling Program Update

The Manager of Environmental Monitoring Programs updated the Committee regarding acid sensitive lake sampling indicating that four lakes were identified as being acid sensitive and that these lakes were sampled in the Fall of 2022. This report on the data collected is expected to be published in April 2023.

The scope of work for acid sensitive lakes was changed in the new year to include the critical loads for these lakes, along with the inclusion of the Alberta Lake Management Society (ALMS) series of data. This added information will give a complete set of data that would support ongoing determination of chemistry changes in local lakes.

3.0 OTHER BUSINESS

3.1.1 Update on Monitoring Plan Implementation

3.1.1.1 Passive Monitoring Program Enhancement

The Manager of Environmental Monitoring Programs informed the Committee that partial-year data was added to the annual report to Alberta Environment and Protected Areas.

3.1.1.2 Wet Deposition Samplers, NADP Laboratory

The Manager of Environmental Monitoring Programs indicated to the Committee that the samplers are scheduled to be shipped on April 14, 2023. He is currently establishing a subscription service with the Wisconsin State University NADP laboratory to analyze our samples.

3.1.1.3 Upgraded Precipitation Gauges

The Committee was informed that the gauges are due to be shipped on April 10, 2023, and that the gauges were upgraded to conform with NADP protocols.

3.1.1.4 Ion Exchange Resin Sites, WBEA Laboratory

The Manager of Environmental Monitoring Programs pointed out to the Committee that once bench testing has been completed the ion resin equipment will be deployed in May and June 2023, with additional resins being deployed in the fall.

The Committee was informed that LICA is looking for off-site storage for its current soil samples which are currently stored by EPA. Having custody and access to these samples was important should the need arise to re-examine some soil samples.

3.1.1.5 Denuder Samplers, WBEA Laboratory

The Committee was informed that the denuder samplers most likely would not be arriving until August 2023. The supplier of the equipment will provide LICA with preliminary training on April 17.

4.0 ACTION LIST

4.1 Follow-up on Action List

4.1.1 Action List for November 29, 2022, ADMPEC Meeting

The Committee reviewed the action list from the November 29, 2022, meeting, noting that all items on the current list are still in progress and that item *5.1.5 LICA to receive training by WBEA in the use of the denuders and collection of data* be removed from the list.

5.0 UPCOMING MEETING DATES

5.1 Board Meeting – April 27, 2023

5.2 Next ADMPEC Meeting

The Committee agreed that a Poll would be sent out in June 2023, to set a date for a meeting in the second half of July 2023.

5.2 Bonnyville Oil and Gas Show June 21 & 22, 2023

6.0 ADJOURNMENT

The meeting adjourned at 10:19 a.m.

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

Approved on: _____
Date

Signature



Lakeland Industry and Community Association

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

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Governance Committee

Meeting Minutes

Monday, April 24, 2023
1:00 p.m. – 4:00 p.m.
LICA Boardroom & Microsoft Teams

Present: Amanda Avery Bibo
Jeffrey Zalaski
Kelly Dion-McFeeters
Monty Moore
John Ilchuk
Justin Inman

Observers:

Staff and Contractors: Kristina Morris, LICA Executive Director
Eveline Hartog, LICA Administrative Professional

Regrets: Kirsti Tooke
Duane Zaraska
Colin Woods

1.0 **CALL TO ORDER**

Jeffrey Zalaski, Committee chair, called the meeting to order at 1:03 p.m.

1.1 **Territorial Acknowledgement**

1.2 **Introductions**

1.3 **Vision, Mission and Values**

1.4 **Roll Call**

The Committee was informed that Kirsti Tooke from Baytex Energy will be replacing Amanda Peardon effective April 1, 2023.

1.5 Approval of Agenda

1.5.1 April 24, 2023

#1 Moved by John Ilchuk AND CARRIED that the April 24, 2023, Agenda be approved as presented.

1.6 Approval of Minutes

1.6.1 February 8, 2023

#2 Moved by Jeffrey Zalaski AND CARRIED that the February 8, 2023, Minutes be approved as presented.

2.0 ONGOING BUSINESS

2.1 Annual Policy Review

2.1.1 Policy 1.15 Voting and Elections at General Meetings

The Governance Committee recommends to the Board of Directors that no changes be made to Policy 1.15 *Voting and Elections at General Meetings*.

2.1.2 Policy 3.2 Employee/Contractor Probationary Period

The Governance Committee recommends the attached changes to Policy 3.2 *Employee/Contractor Probationary Period* to the Board of Directors.

2.1.3 Policy 3.3 Overtime Hours

The Governance Committee recommends to the Board of Directors that no changes be made to Policy 3.3 *Overtime Hours*.

2.1.4 Policy 3.6 Employee Vacation

The Governance Committee recommends the attached changes to the Board of Directors to Policy 3.6 *Employee Vacation*.

2.1.5 Policy 3.10 Personnel Files

The Governance Committee recommends the attached changes to the Board of Directors to Policy 3.10 *Personnel Files*.

3.0 UPCOMING MEETING DATES

3.1 Board Meeting – April 27, 2023

3.2 Next Meeting – September 2023 TBD

4.0 ADJOURNMENT

Meeting adjourned at 1:45 p.m.

#3 Moved by Monty Moore AND CARRIED that the meeting be adjourned.

Approved on: _____
Date

Signature

DRAFT

1.15 VOTING AND ELECTIONS AT GENERAL MEETINGS**INTENT:**

The purpose of Annual General and Special LICA meetings is to provide a forum for information, discussion, and decision-making for LICA's members, and to hold elections as required.

1.15.1 DIRECTIVES:

- 1.15.1.1** As set out in the Bylaws, an Annual General Meeting (AGM) will be held in each calendar year at a date and location selected by the Board. Special General Meetings may be called by the Board or upon the written request of at least 20 members in good standing.
- 1.15.1.2** Quorum for the AGM is the members present. Quorum for a Special General Meeting is 20 members in good standing plus 10 Board Directors.
- 1.15.1.3** Decisions at General or Special meetings will be made by Board Directors and members in good standing.
- 1.15.1.4** Decisions at General and Special meetings will be made by simple majority vote, except for a vote to expel a member or to amend Bylaws, which require a 75% majority as specified in the Bylaws.
- 1.15.1.5** Non-member stakeholders and interested parties, including employees/contractors, are welcome to attend the AGM and to participate in discussion, but are not eligible to vote.

1.15.2 IMPLEMENTATION:

- 1.15.2.1** Individuals, corporations, and organizations who wish to vote at General or Special meetings must fill out a membership form and pay any required fees prior to the meeting being called to order.
- 1.15.2.2** Each individual, corporation, or organization must sign-in and provide proof of membership before being allowed to vote.
- 1.15.2.3** Five Representatives will be elected to the Board at the AGM for a two-year term: three in odd-numbered years and two in even-numbered years.
- 1.15.2.4** Nominations for sector endorsed Board positions must be submitted to the LICA office 10 business days before the AGM.
- 1.15.2.5** Nominations for the elected community seats may be submitted to the LICA office in advance of the AGM. Nominations will also be accepted from the floor.

Review Dates: April 2, 2009; June 26, 2017; April 16, 2018; May 27, 2020; April 24, 2023

Approval Dates: September 7, 2017; May 10, 2018; June 17, 2020

- 1.15.2.6** Nominees must agree to stand for election; this may be in person or in writing if the nominee will not be at the AGM.
- 1.15.2.7** At the beginning of the election process, the meeting will be chaired by the Executive Director.
- 1.15.2.8** Nominees will have the opportunity to address the membership.
- 1.15.2.9** Elections for the endorsed Board positions will be held first, followed by the Community positions.
- 1.15.2.10** If there are only as many candidates as there are positions available, the Chair will declare the candidates acclaimed.
- 1.15.2.11** If there are more candidates than positions, election will be by secret vote.
- 1.15.2.12** The Executive Director will appoint at least two non-voting individuals to distribute, collect and count votes. The Executive Director will report the results.
- 1.15.2.13** If there is a tie between two or more candidates, the Executive Director will eliminate any non-tied candidates, and a second vote will be called upon. If there is still a tie, the names of the remaining candidates will be randomly selected until the required positions are filled.
- 1.15.2.14** The Executive Director will call for a motion to destroy the votes and return the meeting to the Board Chair.

Review Dates: April 2, 2009; June 26, 2017; April 16, 2018; May 27, 2020; April 24, 2023
Approval Dates: September 7, 2017; May 10, 2018; June 17, 2020

3.2 EMPLOYEE/CONTRACTOR PROBATIONARY PERIOD**INTENT:**

~~The Association~~LICA maintains the right to have a probationary period for all employees and contractors.

3.2.1 DIRECTIVES:

- 3.2.1.1** Employees/contractors ~~shall~~will be provided with a written job description, including performance expectations.
- 3.2.1.2** Duration of Probationary Period ~~shall~~will be clearly stated in the employee's/contractor's Employment Agreement.
- 3.2.1.3** By signing an Employment Agreement, the employee/contractor accepts the period of probation.

3.2.2 IMPLEMENTATION:

- 3.2.2.1** The probationary period for all employees ~~shall~~will be ~~three (3) months ninety (90) days in accordance with Alberta Employment Standards Code, unless otherwise specified by the Employment Agreement,~~ beginning on the date of hire.
- 3.2.2.2** At the end of the probationary period, a performance review will be completed by the Officers, or designate.
- 3.2.2.3** A written report of the performance review ~~shall~~will be signed by the employee and the reviewer and filed in the employee's personnel file.
- 3.2.2.4** If the employee is considered unsatisfactory for permanent employment with the Association, the Officers or Executive Director will communicate this to the employee in writing.

Review Dates: September 27, 2006; June 11, 2009, November 28, 2016; June 28, 2017; February 5, 2020; April 24, 2023

Approval Dates: September 27, 2006, December 1, 2016; September 7, 2017; March 12, 2020

Operational Policy: Personnel Policy 3.2 – Employee/Contractor Probationary Period

3.3 OVERTIME HOURS**INTENT:**

Due to the nature of LICA operations, evening meetings and special events may require overtime hours.

3.3.1 DIRECTIVES:

- 3.3.1.1** Overtime exceeding regular scheduled hours will be paid at time-and-a-half or banked as time in lieu to be used as straight time. Overtime does not apply to salary-based employees.

3.3.2 IMPLEMENTATION:

- 3.3.2.1** Overtime hours are to be pre-approved by the Board or designate.
- 3.3.2.2** If overtime hours extend the workday past the 12-hour maximum allowed under the Alberta Employment Standards Code, the Board or designate will request delayed or split shifts as required.
- 3.3.2.3** Employees are required to track overtime hours on their timesheets.

Review Dates: September 27, 2006; June 2009; September 2, 2010, November 28, 2016; January 26, 2017; May 3, 2017; May 27, 2020; April 24, 2023

Approval Dates: September 27, 2006; October 7, 2010; February 2, 2017; June 1, 2017; September 3, 2020

3.6 EMPLOYEE VACATION**INTENT:**

All LICA employees are entitled to annual paid vacation leave.

3.6.1 DIRECTIVES:

- 3.6.1.1** The full-time employee is entitled to a minimum of two weeks (80 hours) paid vacation or as per the negotiated employment contract, in accordance with the Alberta Employment Standards Code-
- 3.6.1.2** Vacations must cause minimal disruption of business operations.

3.6.2 IMPLEMENTATION:

- 3.6.2.1** Vacation leave requires the prior authorization of their direct supervisor(s), with as much notice as possible.
- 3.6.2.2** A maximum of 1-week vacation (40 hours) entitlement may be carried over into the next calendar year with direct supervisor(s) approval.
- 3.6.2.3** Supported by a medical certificate, an employee who falls ill or suffers an accident during vacation, will be granted appropriate leave in lieu of vacation entitlements.
- 3.6.2.4** An employee leaving the employ of LICA will have pay adjusted as defined under the Alberta Employment Standards Code.

Review Dates: September 27, 2006; June 11, 2009; May 3, 2017; May 27, 2020; April 24, 2023

Approval Dates: September 27, 2006; June 11, 2009; June 1, 2017; September 3, 2020

Operational Policy: Personnel Policy 3.6 – Employee Vacation

3.10 PERSONNEL FILES**INTENT:**

LICA requires the maintenance of personnel files for each employee and contractor.

3.10.1 DIRECTIVES:

- 3.10.1.1** LICA will maintain a confidential personnel file for each employee or contractor under the authority of the Freedom of Information and Protection of Privacy Act as well as other Acts such as the Income Tax Act.
- 3.10.1.2** The personal information collected is required for administrative purposes and is disclosed to relevant individuals or work units as appropriate (i.e., for management reporting purposes, for payroll processing).

3.10.2 IMPLEMENTATION:**3.10.2.1** Personnel files may include the following:

- Pre-employment materials, including correspondence associated with the original application, resume/curriculum vitae, transcripts, letters of reference, and employment agreements.
- Copies of letters and decision points relating to Board actions respecting the individual, including initial appointment, leaves of absence, administrative responsibilities, etc.
- Copies of the employee's -or contractor's professional development, achievements, and performance evaluations. A personnel file will not contain items submitted anonymously.

3.10.2.2 Upon request to the Board or designate, the employee or contractor will have the right to examine the contents of his/her personnel file. Such examination will be in the presence of the Board or designate and recorded in the file.

3.10.2.3 Information contained in a personnel file will not be made available to parties or persons external to LICA, except as authorized by the employee or contractor in writing, or as subpoenaed by law.

Review Dates: September 27, 2006, June 11, 2009; May 3, 2017, June 17, 2020, April 24, 2023

Approval Dates: September 27, 2006; June 11, 2009; June 1, 2017; September 24, 2020

Operational Policy: Personnel Policy 3.10 - Personnel Files

Board of Directors Meeting

ACTION LIST

Date: March 23, 2023

Recorder: Lori Jodoin

<u>Task</u>	Date to be completed	Person assigned to task	Y/N
<u>2.1 Education and Outreach Coordinator Report</u>			
<ul style="list-style-type: none"> Investigate a collaboration and/or partnership with Kehewin Tribal Coordinator. 	Summer 2023	Stephanie	IP
<ul style="list-style-type: none"> Detailed review regarding next steps with ALUS. 	April 2023	Stephanie	IP
<ul style="list-style-type: none"> Arrange judging of Virtual Science Fair. 	Spring 2023	E&O Committee	IP
<u>2.4.1 Executive Director's Report</u>			
<ul style="list-style-type: none"> Write a Thank You Letter to the Minister of Environment and Protected Areas for the WPAC Operating Grant and the Airshed Grant (AEG). 	March 2023	Kayla/Vicky	C
<u>2.4.2.2 Finances to Date February 28, 2023</u>			
<ul style="list-style-type: none"> Offer MD of Bonnyville a free one-year membership, non-voting seat, on the Board after a delegation. 	Spring 2023	Chairperson/ Executive Director	N
<u>Actions Brought Forward</u>			
<ul style="list-style-type: none"> Complete QR codes on LICA signs on Iron Horse Trail staging areas to direct users to other LICA points of interest and to include airshed monitoring information 	Winter 2023	Kayla	C
<ul style="list-style-type: none"> Investigate the cost of new wrap for PAMS trailer 	Tentative 2023	Mike	IP
<ul style="list-style-type: none"> Signatures required on the new Blue Quills Instructional Services Agreement Renewal when it becomes available 	Spring 2023	LICA Officers	IP

Next Meeting: April 27, 2023