Lakeland Industry & Community Association

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Board of Directors
MEETING MINUTES
Thursday, February 4, 2016 – 9:00 a.m.
LICA Board Room

Present:	Andrea Woods, Board Chairperson Wayne Bamber Robert Deresh Mildred Dunham Darlene Gates (Attended at 9:05 a.m.) John Ilchuk Paul Kip Monty Moore Harold Ross Dana Swigart Kristy Tetreau Neil Young Duane Zaraska
Observers and Guests:	Roxane Bretzlaff Chantelle Adams, BRWA Education & Outreach Coordinator
Staff and Contractors:	Carrie Cardamone, LICA Executive Assistant Lisa Isaacman, BRWA Program Manager Michael Bisaga, Manager, Environmental Monitoring Programs (Via Teleconference 10:00 a.m. – 11:40 a.m.)
Regrets:	Charmaine Code, LICA Executive Manager Wilf Tomchek Colin Woods

1. CALL TO ORDER

Chairperson Andrea Woods called the meeting to order at 9:00 a.m.

1.1 Roundtable Introductions

1.2 Vision, Mission and Values

1.3 Roll Call

2. APPROVAL OF AGENDA

#1 Moved by John Ilchuk AND RESOLVED that the Agenda of February 4, 2016 be amended to include:

5.2 Alberta Lake Management Society (ALMS)

and, that the February 4, 2016 Agenda be approved, as amended.

3. APPROVAL OF MINUTES

#2 Moved by Dana Swigart AND RESOLVED that the Minutes of the Board of Directors Meeting of January 7, 2016 be approved, as presented.

#3 Moved by Harold Ross AND RESOLVED that the Minutes of the Board Special Meeting of January 21, 2016 be approved, as presented.

4. ITEMS FOR DECISION

4.1 BRWA January 15, 2016 Grant Application

4.1.1 Letter of Notification dated January 25, 2016

Board of directors reviewed the letter sent to the BRWA Executives, in regards to the Grant Application.

4.1.2 BRWA Executive's Written Response – to be provided February 2, 2016

Andrea informed the Board of Directors that BRWA Executives have asked that the time for the written response be extended to March 2, 2016.

5. ITEMS FOR DISCUSSION ON UPCOMING DECISIONS

5.1 OSM (Oil Sands Monitoring) Program

5.1.1 Oil Sands Monitoring Meeting, Update, and Forum – February 22-23, 2016 Edmonton, AB

The Board of Directors were informed that Michael Bisaga, Kristy Tetreau, are attending on behalf of the Airshed Zone, and Charmaine Code is attending on behalf of LICA.

5.2 Alberta Lake Management Society (ALMS)

Lisa informed the Board of Directors that Brad Peter, Lakewatch Coordinator, has asked if the Board is interested in a presentation, and still funding the ALMS Society.

Lisa will email Brad, indicating that he send a request to LICA in regards to funding, and to look where he could cut back on costs.

6. PRESENTATIONS

6.1 Airshed Zone (AZ) Report

6.1.1 Projects and Operations Update – January, 2016

Mike Bisaga provided an update on Airshed Projects and Operations.

6.2 BRWA Report

6.2.1 BRWA Meeting Minutes – January 12, 2016

Board of Directors reviewed the minutes from the January 12, 2016 meeting.

6.2.2 Projects and Operations Update – January, 2016

Lisa Isaacman provided a BRWA Projects and Operations Update with Board Members.

6.2.3 BRWA Financial Review for the year ended March 31, 2011

BRWA Financial Review for the year ending March 31, 2011 were received as information and filed without motion.

6.2.4 BRWA Financial Review for the year ended March 31, 2012

BRWA Financial Review for the year ending March 31, 2012 were received as information and filed without motion.

6.2.5 BRWA Financial Review for the year ended March 31, 2013

BRWA Financial Review for the year ending March 31, 2013 were received as information and filed without motion.

7. FOR INFORMATION ONLY (FIO)

7.1 Board Chairperson's Report

Andrea Woods, Chairperson, provided her report for January, 2016.

7.2 Executive Manager's Report

The Board of Directors reviewed the Executive Manager, Charmaine Code, report for January, 2016.

7.3 Table Officers Report

7.4 Education & Information Committee (EIC)

7.4.1 Education & Information Committee Meeting Minutes – January 20, 2016

The EIC Minutes of January 20, 2016 were reviewed by the Board.

The Board of Directors felt that a presentation series just directed to Emergency situations, not to be the best alignment for LICA.

The following speaker suggestions were sent forward from Board members:

- 1 emergency session
- Oil spill Cooperative
- Value of AEMERA to LICA
- Emissions/Green house
- Soil Sampling
- Military Industry - Bombing range
- Other stakeholders
- Technical reports:
  - Air (NO2, SO2, etc.)
  - Water (ALMS)

7.5 Governance Committee (GC)

7.5.1 Policy Awareness – Policy 5.3 - Responsibilities of the Board of Directors

As a matter of Policy awareness, Board Members reviewed Policy 5.3 – Responsibilities of the Board of Directors.

Darlene Gates made the suggestion of red, yellow, green, to evaluate if policies are being followed.

7.6 Synergy Alberta

7.7 Treasurer's Report

7.7.1 Accounts Receivable Report to January 26, 2016

The Accounts Receivable Report to January 26, 2016 was presented by Monty Moore.

7.7.2 Comparative Income Statement to December 31, 2015 (Interim)

The Board of Directors reviewed the Comparative Income Statement (Interim) to December 31, 2015.

7.7.3 Comparative Income Statement to January 28, 2016

The Board of Directors reviewed the Comparative Income Statement to January 28, 2016.

8. FEEDBACK ON MEETING AND ROUNDTABLE DISCUSSION

Feedback was provided by all.

9. NEXT MEETING DATE

March 3, 2016 – 9:00 a.m. – Board of Directors Meeting

10. ADJOURNMENT

The Meeting adjourned at 11:40 a.m.