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Board of Directors MEETING MINUTES Thursday, February 5, 2015 – 9:00 a.m. LICA Board Room

- Present:** Robert Deresh, Board Chairman
Fred Bamber
Wayne Bamber
John Ilchuk
Paul Kip
Monty Moore
Annette Ozirny
Geoff Pearse (Excused at 11:00 a.m.)
Harold Ross
Delano Tolley
Nancy Tolley
Colin Woods (Excused at 9:45 a.m- 10:40 a.m.)
Duane Zaraska
- Observers and Guests:** Roxane Bretzlaff
Jody Brown
Dixie Dahlstedt (Attended at 9:05 a.m.)
Shona Lawson
- Staff and Contractors:** Charmaine Code, LICA Executive Manager
Carrie Cardamone, LICA Executive Assistant
Michael Bisaga, Manager, Environmental Monitoring
Programs (Via Teleconference 10:10 a.m.)
Harry Keess, BRWA Program Manager
- Regrets:** Wilf Tomchek

1. CALL TO ORDER

Chairman Robert Deresh 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 Delano Tolley AND RESOLVED that the agenda of February 5, 2015 be approved as presented.

3. APPROVAL OF MINUTES

#2 Moved by Fred Bamber AND RESOLVED that the Minutes of the Board of Directors Meeting of December 4, 2014 be approved as presented.

4. ITEMS FOR DECISION

4.1 LICA 2015 Meeting and Event Calendar

Charmaine reviewed her Memo dated January 29, 2015 in regards to Pre-Planning for upcoming Meetings and Events with the Board of Directors.

#3 Moved by John Ilchuk AND RESOLVED that the following recommendations of the Executive Manager as contained therein be approved:

“That the following dates and times be approved for the meetings and events as listed:

- 1 - Budget Review Meeting: Immediately following the April 2, 2015 Board of Directors meeting
- 2 - Annual General Meeting: Thursday, April 23, 2015 – Approved
- 3 - Organizational Meeting (within 14 days of AGM): Thursday, April 30, 2015, 9:00 a.m
- 4 - Inaugural Board Meeting: Thursday, April 30, 2015 immediately following the Board’s Organizational Meeting.
- 5 - Committee Meetings: Request that meetings be held between Monday, May 4, and Thursday, May 14, 2015.
- 6 - Board and Committee Orientation & Development (within 2 months of AGM): Thursday, May 21, 2015 – 9:00 a.m. – 4:00 p.m.
- 7 - Strategic Planning: Thursday, June 11, 2015 – 9:00 a.m. – 4:00 p.m.

8 - Social Event: If the Board wishes, Thursday, June 11, 2015 in conjunction with the Strategic Planning Session.”

5. ITEMS FOR DISCUSSION ON UPCOMING DECISIONS

5.1 Policy 8.1 – Communication Strategy

Charmaine provided an update on the appointments to the Review Committee to vet materials prepared pursuant to Policy 8.1.

5.2 Joint Oil Sands Monitoring (JOSM) Project Update

Charmaine and Michael informed the Board of workplans, budgets, and other activities related to JOSM under AEMERA.

6. PRESENTATIONS

6.1 Airshed Zone Report

6.1.1 Projects and Operations Updates – January, 2015

Mike provided an update on the Airshed Projects and Operations.

6.2 BRWA Report

6.2.1 BRWA Meeting Minutes

The Board reviewed the BRWA Minutes from January 6, 2015.

6.2.2 Projects and Operations Updates – November, 2014

Harry gave a verbal update on BRWA Projects and Operations.

6.3 Industry Updates

The following updates were provided regarding operations and projects of various companies/agencies, given the recent downturn in oil prices and the economy in general:

Husky, Monty Moore (verbal):

- Thermal Activity still going on

Cenovus, Wayne Bamber (verbal):

- Conventional Operations have slowed right down
- Thermal Activity business as usual

Secure Energy Services, Kevin Collins (written)

- Cutting back Drilling Explorations services, other services are still on course

CNRL, Roxane Bretzlaff (written)

- Capital expenditures will be deferred from the Kirby North Phase 1 Thermal Project until prices stabilize.
- Horizon Oil Sands mining and upgrading project is on track
- Pelican Lake is on track

OSUM, Justin Robinson (written)

- No cuts as of yet
- Currently evaluating the best way to expand production, which will all depend on oil prices

Baytex, Jody Brown (verbal):

- Thermal Gemini in 2nd year of a 3 year project still proceeding
- Primary possible drilling in July

IOR, Geoff Pearse (verbal):

- Commissioning Nabiye project
- Have noticed changes, but as of yet no projects have been cancelled

Alberta Energy Regulator (AER), Colin Woods (verbal):

- AER continues to stand up the new energy regulator, blending of former ERCB and ESRD requirements
- Incident reduction goal for trucking
- 1000 inspections in past year
- Training
- Core programs cut in half or more by companies
- Fort McMurray, Slave Lake, Bonnyville offices balancing

M.D. of Bonnyville, Fred Bamber (verbal):

- Continuing with road work

7. FOR INFORMATION ONLY (FIO)

7.1 Board Chairman's Report

Chairman Robert Deresh provided his report for December 2014, and January 2015.

7.2 Executive Manager's Report

Executive Manager, Charmaine Code, provided her report for January, 2015.

7.3 Table Officers (TOs) Report

Robert reviewed the minutes of the January 28, 2015 meeting with the Board.

7.4 Education & Information Committee (EIC)

7.4.1 Education & Information Meeting Minutes – January 21, 2015

The EIC Minutes of January 21, 2015 were reviewed by the Board of Directors.

7.4.2 EIC Committee Member Update

Charmaine informed the Board of Directors that Iris English has sent in her resignation from EIC due to personal reasons.

7.5 Governance Committee (GC)

No Report.

7.6 Synergy Alberta

No Report.

7.7 Treasurer's Report

7.7.1 Accounts Receivable Report to January 29, 2015

The Accounts Receivable Report to January 29, 2015 was presented by Charmaine.

7.7.2 Comparative Income Statement to December 31, 2014 (Interim)

Charmaine presented the Comparative Income Statement (Interim) to December 31, 2014.

7.7.3 Comparative Income Statement to January 29, 2015

Charmaine presented the Comparative Income Statement to January 29, 2015.

8. FEEDBACK ON MEETING AND ROUNDTABLE DISCUSSION

Feedback was given by all.

9. NEXT MEETING DATE

March 5, 2015 - 9:00 a.m.

10. ADJOURNMENT

The Meeting adjourned at 11:30 a.m.