Athabasca WATERSHED COUNCIL

Board of Directors
Meeting Minutes
Friday, November 16, 2018
Westlock Inn, Westlock, AB

Present: Brian Deheer (Chair), Marv Fyten, Morris Nesdole, Lavone Olson, Robert Mitchell, Tim Polzin, Cleo Reece (Secretary), Tom Weber, Larry Armfelt, Robert Grandjambe, Janice Pitman, Robert Holmberg, Janice Linehan, Janet Pomeroy (Executive Director), Lisa Allan (Communications Specialist). Petra Rowell (Guest), Dave Mussell (Guest)

Regrets: Dave Coish (AEP), Dan Moore (Vice-Chair), Greg Piorkowski, Robert Esau, Sterling Johnson, Marcel Ulliac (Treasurer), and Bill Grieve.

1. **Call to Order**

Brian Deheer called the meeting to order at 10:19 a.m. acknowledging that we were in Treaty 6 territory, the traditional territory and a traditional meeting ground and home for many Indigenous Peoples including Plains Cree, Woodland Cree, Beaver Cree, Saulteaux, Niisitapi (Blackfoot), Métis, and Nakota Sioux Peoples. He also acknowledged that we were close to the boundary for the Treaty 8 territory of the Woodland Cree, Dunneza (Beaver) and the Dene.

2. **Introductions, health and safety, determine if quorum is met.**

Quorum was met, round table introductions were exchanged, and health and safety issues were addressed.

3. **Review and Approval of Agenda**

Changes to the agenda:

Times were noted as incorrect on 5. Old Business .

MOTION: Tim Polzin moved to approve the agenda as amended.

Approved by consensus.

4. Approval of Minutes

a) Board Meeting Minutes – September 28, 2018

Discussion to amend minutes to show add "in Athabasca" to the motion regarding the 2020 WPAC Summit.

MOTION: Morris Nesdole moved to approve the minutes as amended.

Approved by consensus.

It was suggested that the staff create a document to track all meeting motions and the actions.

5. Old Business

a) Workplan 2018 – 2019 Progress Report

Discussion on Workplan included progress on projects, the WRRP grant application, partnering with Athabasca County on Visitor Information Centre in Train Station, more outreach to industry, the possibility of changing sector name from Mining/Utilities to General Industry, caucuses (or other terms for stakeholder groups), obtaining the directory of watershed stakeholders and perusing an economic study of the watershed.

MOTION: Morris Nesdole moved for administration to initiate work and present to the board a preliminary report or draft Terms of Reference for an economic assessment of the whole of the Athabasca watershed by an economist including an understanding of the impact of the watershed on the province for the January board meeting.

Approved by consensus.

MOTION: Morris Nesdole moved to accept workplan as information.

Approved by consensus.

b) Bylaws

Discussions were held regarding the review of the bylaws, the motion from the September 28, 2018 board meeting.

6. **New Business**

a) New Board Member Appointments

MOTION: Tim Polzin moved to approve Robert Mitchell as board member representing agriculture.

Approved by consensus.

b) Municipal Forum

The forum program was circulated and discussion around details of Municipal Forum was held. Petra Rowell indicated that AnnLisa Jensen sends her regrets and will be unable to attend and that she would be presenting her presentation.

7. **Reports**

a. Executive Committee

Brian Deheer gave a verbal report on committee activities. He also reported on his trip to conference on East Coast. Robert Holmberg brought up that reports should be written on conferences and meetings Board and staff attend if funded by the council. It was then noted that when the Board goes "in Camera" that the topic of the session, and the results should be recorded. The minutes of the past Executive Meeting will be amended to reflect this and brought back for information.

b. Finance and Fundraising Committee (F&F)

i. Finance and Fundraising Committee Terms of Reference (TOR)

The F&F TOR was presented with suggested changes from the Committee.

MOTION: Morris Nesdole moved to accept the amended Finance and Fundraising TOR as presented.

Approved by consensus.

ii. Financial Controls and Spending Policy

The Financial Controls and Spending Policy was presented with suggested changes from the Committee.

MOTION: Morris Nesdole moved to accept the changes to the policy as presented. **Approved by consensus.**

iii. Financial Report – September 30, 2018 with projection to March 31, 2019

The September Financial Report was presented. The Statement showed a projected loss of $1,492 for the AEP funding. There was discussion held on if there were to be funds left at the end of the fiscal year and what would be the appropriate to deal with them.

MOTION: Tim Polzin moved that staff submit a priority listing of areas to use unexpended funds for the 2018-2019 AEP grant (if there is any) and that an allocation of $2,000 towards stewardship opportunities and partnerships be on the priority list from the staff with projects such as the Stewards of Lac La Biche Signage Project and further that the fundraising committee explore fundraising activities to support projects such as the Signage Project in the future.

Approved by consensus.

iv. Finance and Fundraising Committee Report

Discussion held.

v. Minutes

Minutes from the Finance and Fund Raising Committee meeting were submitted as information.

vi. Fundraising Strategy – Draft/In-Progress

The Strategy was discussed.

MOTION: Cleo Reece moved that the verbal report, minutes and Fundraising Strategy be accepted as information.

Approved by consensus.

Recess for lunch at 12:23 p.m.

Reconvened at 1:22 p.m.

c. Technical Committee

i. Report

Petra Rowell gave a verbal report on the progress of the IWMP, indicating that the IWMP will be a high level/strategic plan that will mainly focus on the work of the AWC. There was a discussion around engagement activities and if the project was still on track for completion in November 2019.

ii. Minutes

Minutes from the Technical Committee meeting in September were submitted as information.

MOTION: Cleo Reece moved that the verbal report and minutes be accepted as information. **Approved by consensus.**

d. Communications, Education and Community Engagement Committee

i. Report

Lavone Olson presented a verbal report on the meeting of the committee on November 9, 2018. The committee thought that it would be appropriate that they would be the organizing committee for the 2020 WPAC Summit.

MOTION: Robert Holmberg moved that the CE&CE committee be the organizing committee for the 2020 WPAC Summit. **Approved by consensus.**

e. Human Resources Committee (no meeting)

f. Executive Director's Report

Janet Pomeroy presented a written report.

MOTION: Lavone Olson moved to accept the report as information.

Approved by consensus.

g. Communications Specialist's Report

Lisa Allan presented a written report.

MOTION: Robert Mitchell move to accept the report as information.

Approved by consensus.

h. Detail Financial Report Listing to October 31, 2018

Janet Pomeroy presented the detailed financial report.

MOTION: Larry Armfelt moved to accept the report for info. **Approved by consensus.**

8. <u>Strategic Planning Session 2018 – 2020</u>

Dave Mussell provided a strategic planning session for the board and will send the details of the session to administration to be worked into the draft Strategic Plan 2019-2021 and 2019-2020 Workplan.

9. <u>Correspondence Received</u>

a. Town of Edson – Membership Appointment – Councilor Janet Wilkinson

b. Westlock County – Membership Appointment – Deputy Reeve Coleman

c. Parkland County – No member appointed.

d. Lac La Biche County – Membership Appointment – Councilor Sterling Johnson

e. Athabasca County – Membership Appointment – Reeve Larry Armfelt, Alternate Councilor Travis Johnson

Motion: Robert Mitchell moved to accept correspondence as information.

Approved by consensus.

10. <u>Set Meeting Dates, Locations and Times</u>

a) Board Meetings:

(i) Workplan, Budget, AEP Grant application – Board Meeting

Discussion was held regarding the budget for Board meetings. It was decided that next board meeting only be one day, January 11, 2019.

(ii) Location to remain at Athabasca Train Station. **Approved by consensus.**

(iii) Board Meeting and AGM (May or June)

MOTION: Morris Nesdole moved that the AGM/Board Meeting be held May 25, 2019 in Hinton or area. **Approved by consensus.**

11. Roundtable Discussion and Meeting Evaluation

All were given the chance to provide their input, evaluation and thoughts regarding the council, the direction, the work of the staff, upcoming events and the meeting.

12. Adjournment

Brian Deheer moved to adjourn at 4:35 p.m. **Approved by consensus.**

Brian Deheer June 13, 2019

Brian Deheer, Chair Date

Marcel Ulliac June 13, 2019

Marcel Ulliac, Treasurer Date