



May 13, 2021

Dear Athabasca Watershed Council Members,

RE: Annual General Meeting

As per our bylaws, please consider this as an invitation and 30 days' notice of the Athabasca Watershed Council's virtual Annual General Meeting to be held Saturday June 12, 2021 from 1:00 pm-4:00 pm.

Please note that anyone can attend our meetings, but only members in good standing (member for 30 days) can vote on motions made in the meeting or in the election of board members.

Due to the COVID pandemic, we will again hold the meeting virtually using Zoom. The link to join the meeting will be provided when you register. An agenda and the 2020 AGM meeting minutes are attached for your review. As it becomes available, additional meeting materials may be provided to registrants prior to the AGM date.

If you are planning to attend, please register by visiting our [Events AGM webpage \(https://awc-wpac.ca/event/2021/6/12/annual-general-meeting/\)](https://awc-wpac.ca/event/2021/6/12/annual-general-meeting/). Or alternatively, you can register by contacting the office at executive.director@awc-wpac.ca or by phone (780-213-0343).

For further information about our work, please visit our web site (<https://awc-wpac.ca/>) or contact the office.

Thank you for your interest in the Athabasca Watershed Council.

Sincerely,

Morris Nesdole
Treasurer and Interim President
Athabasca Watershed Council



Virtual Annual General Meeting

Saturday, June 12, 2021

1:00 – 4:00 pm

To join the meeting via Zoom, please register using our Events AGM webpage at <https://awc-wpac.ca/event/2021/6/12/annual-general-meeting/>.

Time	Agenda Item	Speaker
1:00 – 1:05	Housekeeping Items	
1:05 – 1:15	1. Call to Order, Welcome and Introductions	Morris Nesdole, Chair
1:15 – 1:20	2. Confirm Quorum	
1:20 – 1:25	3. Review and Approval of Agenda	
1:25 – 1:30	4. Approval of 2019 AGM Minutes	
1:30 – 1:45	5. Chair's Report	
1:45 – 2:15	6. IWMP Presentation and Q and A	Petra Rowell, Executive Director
2:15 – 2:25	Health Break	
2:25 – 2:45	7. Financial Statements, Auditors Report, and Selection of Auditors for 2020-21	Morris Nesdole, Treasurer
2:45 – 3:00	8. Membership Fees	Morris Nesdole, Chair
3:00 – 3:15	9. Elections	Presiding Officer
3:15 – 3:45	10. Question Period	Members
3:45 – 4:00	11. Closing Comments	Morris Nesdole, Chair
4:00	Adjournment	



**Annual General Meeting
Minutes
October 24, 2020
Via Zoom and text/telephone/email**

1. Welcome Addresses, Introductions, housekeeping

Members and guests introduced themselves as staff assisted in some of the technical difficulties that some members were having. Zoom instructions were offered. It was agreed that those that were unable to connect to the zoom meeting and attending the meeting by telephone will be required to text or email their votes. Dan Moore informed the attendees that the meeting is being recorded.

2. Quorum and Call to Order

Athabasca Watershed Council acknowledges that our watershed is located on Treaty 6, Treaty 8 and Treaty 10 territory and respects the histories, languages, and cultures of First Nations, Métis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our vibrant watershed.

Dan Moore called the meeting to order at 1:40 p.m. and called for a motion from the floor indicating that those present represent quorum.

MOTION: Wayne Brehaut moved that those present constitute quorum. Bruce Jackson Seconded. **Carried.**

3. Review and Approval of Agenda

Dan Moore indicated that the Agenda was circulated thirty days prior to the meeting and that the submissions for Board member positions received at least seven days prior have been added to the agenda. He noted that alternates would not be voted on today and that the alternates will be appointed by the board as was done in the past. The only elections will be for board members.

MOTION: Wayne Brehaut moved to approve the corrected agenda with the following addition: Attendees be given up to 10 minutes to ask questions after the officer's reports. Monica Grant seconded. **Carried.**

4. Adoption of Minutes from 2019 AGM

Wayne Brehaut noted that the minutes should contain the notation that Janet Pomeroy chaired the election portion of the meeting.

MOTION: Morris Nesdole moved to approve the 2019 AGM Minutes as amended. Tom Weber seconded. **Carried.**

5. Chair's Report – see attached.

The Chair (Dan Moore) read his report and then answered questions regarding the website and the status of the IWMP.

6. Financial Statements, Auditors Report, and selection of Auditors for 2020-21 – Treasurer's Report – see attached.

Treasurer (Morris Nesdole) read his report and then answered questions regarding staffing shortages, the office, the number of board meetings, governance vs working board and the effect on the auditors, staff/organization due to covid-19.

It was explained by the Chair and the Treasurer that the board uses consensus decision making and that the decisions of the board are to be fully supported by all board members once the decision is made regardless of whether individual board members agreed with every detail of the decision. The board approves the strategic plan, the budget and policies which gives the staff the direction whereby the board provides oversight checks and balances.

MOTION: Morris Nesdole moved that the Financial Statements be approved for the year ended March 31, 2020 as presented. Wayne Brehaut seconded. **Carried**

MOTION: Tim Polzin moved that Kingston Ross Pasnak LLP Chartered Professional Accountants be appointed as the auditors for the year 2021. Tom Weber seconded. **Carried**

The Chair called for a ten (10) minute break from 3:00 p.m. to 3:10 p.m.

Marv Fyten took the floor to thank Dan Moore and Morris Nesdole for two very detailed and enlightening reports and to say thank you to the staff whose input into these reports is recognized.

7. Approval of Membership Fees– Membership fees are presently set at \$0. The survey in 2019 showed that majority of respondents would like to keep the fees at \$0. A motion from the floor is required each year.

MOTION: Paula Evans moved that the Membership fees be set at \$0. Monica Grant seconded. **Carried**

8. Elections 2020 (Nomination papers have been received by Administration on or before October 17, 2020). The appointment of alternates has been moved to the board meeting and have been crossed out.

a. **Alberta Environment and Parks** – Appointment of Abdi Siad-Omar

~~b. Alberta Environment and Parks (Alternate) – Appointment – Curtis Brock~~

~~c. Federal or Provincial Government~~

~~Nominations received: Greg Piorkowski (withdrawn)~~

~~d. Municipal (Upper Basin) – Alternate~~

~~Nominations received: Yellowhead County (Lavone Olson)~~

e. ~~Municipal (Middle Basin) Alternate~~

Nominations received: Town of Athabasca (Colleen Powell)

f. ~~Municipal (Lower Basin) Alternate~~

Nominations received: MD Opportunity (Victor Gladue) (withdrawn)

g. **Indigenous Alternate (3 positions)**

Nominations received: Chantel Quintel.

h. ~~Industry Agricultural Alternate (2 positions)~~

Nominations received: Terry Sheehan.

i. ~~Research or Academia Alternate~~

Nominations received: Scott Ketcheson.

j. **Health or Environment**

Nominations received: Morris Nesdole.

MOTION: Robert Holmberg moved to accept the board appointment and nominations. Tom Weber seconded.
Carried

Wayne Brehaut asked that all members be given one minute to introduce themselves to the attendees and that this be followed by up to one minute of questions from the members.

Questions to Morris Nesdole regarding his qualifications for representing Health or Environment Sector were posed by Wayne Brehaut and answered.

The following two Sectors have multiple nominations submitted and the stewardship position was voted on first.

Those applying only for an alternate position have been crossed off.

Each nominee was given one minute to speak, and questions were answered.

k. **Stewardship (2 Positions, ~~2 Alternates~~)**

Nominations received: ~~Paula Evans~~, Kendra Gilbert, Lorraine Johnson MacKay, Healthy Waters LLBRWSS (Julie Hink), Tom Weber

As voting took place, concerns were raised that members were only given one vote and one ballot per sector (as cited in the Board of Directors Terms of Reference approved in 2016) and there were those that wanted to vote twice for the sector.

MOTION: Bruce Jackson moved that the first ballot be destroyed. Seconded by Morris Nesdole. **Carried.**

MOTION: Morris Nesdole moved that the new poll to allow for each position to be voted on separately. Bruce Jackson seconded. **Carried.**

It was noted that the Board of Directors Terms of Reference should be reviewed by the Board of Directors prior to the next AGM and these clearly outlined for members at the next AGM.

On the first poll, Tom Weber received the most votes. On the second poll, Kendra Gilbert received the most votes.

- I. **Member at Large (2 Positions, ~~1 Alternate~~) Tom Weber and Kendra Gilbert were successful in the above ballot and removed from this sector from the voting.**

Nominations received: ~~Paul Belanger, Kendra Gilbert, Tom Weber~~ Laura Pekkola, Tim Polzin, ~~Tom Weber~~
Because Tom Weber and Kendra Gilbert were successful for the Stewardship Sector and Paul Belanger indicated that he is only interested in being an Alternate, Laura Pekkola and Tim Polzin are acclaimed to the positions of Member at Large. The position of Past President does not require a motion or an election. Brian Deheer assumed this position on the Board in September 2020.

MOTION: Morris Nesdole moved to accept the results of the polling which resulted in Tom Weber and Kendra Gilbert for Stewardship sector and Tim Polzin and Laura Pekkola for Member at Large sector. Seconded by Brian Deheer. **Carried.**

9. 4:00 p.m. Adjournment

MOTION: Tom Weber moved to adjourn the meeting at 4:05 p.m. **Carried**

Chair's Report

On January 30, 2020, Your Board of Directors reviewed and confirmed the three-year Strategic Plan with the following Goals:

The Long-Term Goal 1: AWC is a highly reputable and credible authority on the Athabasca watershed and earns recognition for its leadership and expertise.

Long Term Goal 2: Stakeholders and Indigenous peoples throughout the Athabasca River watershed understand basic watershed science, are knowledgeable about the condition of the watershed, and are actively engaged with AWC in putting into action the resources and commitments to achieve defined outcomes.

Long Term Goal 3: Basin stakeholders have defined the desired outcomes for the Athabasca Watershed that will form the basis for the Integrated Watershed Management Plan (IWMP) and the AWC has healthy and active relationships with the stakeholders in meeting these outcomes.

Long Term Goal 4: AWC has a reputation for organizational professionalism, balanced representation, sustainability, effective and efficient use of resources and makes strategically wise and evidence-based decisions.

Long Term Goal 5: AWC understands and informs the Stakeholders and Indigenous Peoples about the alignment (or misalignment) of the various Acts, Bylaws and Policies (e.g., the Public Lands Act, the Water Act, the municipal bylaws, source water protection, wetland policies) that exist relating to the achievement of the 'Water for Life' goals and approaches.

AWC continues the important work of educating, gathering information, supporting local initiative, expanding outreach, developing the integrated watershed management plan, and working with stewardship groups.

We achieved Charitable status this year to further grant opportunities, donations, and income streams.

The AWC marked a special its 10-year anniversary of protecting and promoting the Athabasca Watershed with an annual Gala held November 23, 2019 at the Athabasca Senior Center. It brought together representatives from stakeholders all around the watershed to honor the great work that has been done to champion the Athabasca Watershed. It ended up being a great success of socialization, fund raising, learning, and fun.

Working with the Lac La Nonne Enhancement and Protection Association, 5 educational posters were developed by the AWC Staff for the Lac La Nonne Education Center at Klondike Park. The posters included information on the History of Lac La Nonne, Lake Science, Blue-green algae, Fishing Regulations, and Riparian Areas.

Baptist and Island lake Stewardship Society (BAILS) completed their Watershed Management Plan and has joined forces with the AWC in watershed management.

A Photo Contest was held and turned out to be very successful. These photos were used to create our first annual Calendar.

We continue to ensure our members are updated via social media, newsletters, and our website with regular postings.

We were successful in obtaining an additional \$210,000 in funding giving a total of \$360,000 secured through the Watershed Resilience and Restoration Program (WRRP) for the AWC's Pembina Project. This grant and further donations enable the AWC to apply a Geographical Information Systems (GIS) assessment method that estimates riparian condition to the entire Pembina Sub-watershed. The GIS assessment method was created by Fiera Biological Consulting to rapidly map and assess riparian areas and generally assess pressure on riparian system function to identify areas in the watershed for habitat restoration, education, and/or conservation. AWC is now partnering with Agroforestry & Woodlot Extension Society (AWES) to restore about 650 meters of the Pembina River, located in Brazeau County near Lodgepole. AWES is putting together a project proposal to take on the project, the restoration will take place during the summer of 2021. Next steps for the Pembina Project are determining areas for restoration that have been identified by Fiera. This will be done through stakeholder engagement sessions.

The Technical Committee is working on the Integrated Watershed Management Plan to provide to the board and then release for public feedback. Next steps for the AWC IWMP will be to create an outreach strategy to bring it to the stakeholders and Indigenous Partners in the watershed.

For our Children's Program the AWC recently received the \$3500 TD Friends of the Environment Grant to enhance their outreach and education activities. School presentations, field trips opportunities, day camps and community events have been a great success for the AWC in the past.

The AWC is also launching a 3-year community-based monitoring project in collaboration with the Canadian Aquatic Biomonitoring Network (CABIN) Eastern Slopes Collaborative to assess local community needs, share expertise and resources required for the Athabasca Watershed. Organizations will complete necessary training, identify local study objectives and sites, and collect data from streams using national (CABIN) sampling protocol and eDNA metabarcoding analysis with the STREAM Project by Living Lakes Canada, University of Guelph, and World Wildlife Fund. The AWC staff is currently working on a study design and they were trained in CABIN protocol early September. The AWC also receive the Alberta EcoTrust Grant of \$7500 to fund the first year of this project.

A Terms of Reference for Board Governance and Development Committee was approved by the AWC Board, along with appointed members and chair. Alberta Community and Development is administering the Board Development Courses specifically designed for the northern Watershed Planning and Advisory Councils (WPACs) and they start shortly.

We gained some Board members and we said goodbye to some. Join me in thanking Janice Pitman, Cleo Reece, Rick Zroback, Marcel Ulliach for their commitment and time spent on the AWC Board.

We look forward to working together with any new board members that join us today. The Athabasca Watershed is one of the most complicated watersheds in the world and one of the most valuable which requires us all working together at the table and in the watershed to achieve the shared goals stated.

We would like to thank the many donors and especially Alberta Environment and Parks for their commitment of \$200,000 for the next three years. It enables the AWC Board to plan for the next three years knowing this funding is in place.

Treasurers Report:

Included in your package is the full Financial Statement documents.

We will take your questions at the end of the meeting or you can contact me directly. If I cannot answer them, we will take the questions, refer them to the Auditors and get back to you next week.

Please bring the Report onto the screen.

Starting with the Report, I read to you the Conclusion paragraph: "Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of the Athabasca Watershed Council as of March 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with ASNPO (Canadian Accounting Standards for Not-for-Profit Organizations)."

Moving on to the Statement of Financial Position – Please bring this up on the screen.

AWC had cash on hand on March 31, 2020 of \$220,981, a Term deposit of \$10,000 that is held for the use of the Council's credit card which has a limit of \$10,000. There were no accounts receivable this year and \$2,748 dollars for GST recoverable. 50% of the GST spent is recoverable. The prepaid expenses consist of the benefit plan for the staff called Quickcard. The equipment is the depreciated value of the furniture, computers, printers, and the website. These are amortized over their estimated useful life using the straight-line method. Accounts payable and Canada Revenue Agency withholdings payable were \$4999 and \$2041 respectfully. The Deferred income is the unspent funds for the WRRP grant for the Pembina Project. Advances from related parties are amounts owing to staff or board members at the end of the year.

Finally, we present to you the Statement of Revenues and Expenses. Please bring this statement on to the screen.

Starting with the Revenues.

With the change in the provincial government, the Athabasca Watershed Council saw a \$70,000 cut to its annual core funding from \$270,000 in 2019 to \$200,000 in 2020. This was unfortunate and made for some difficult decisions by the board. On the upside, like Dan stated, the provincial government has provided another solid three years of funding of \$200,000 per year. The \$4388 is revenue recognized and matched to the expenditures for the Pembina Project WRRP Grant which Dan has also mentioned.

The Gala was a success and while the income shows \$9359 and expenditures were \$5125, the rent and the advertising and promotion for the event were included in the other line items as per the classifications for reporting purposes.

Donations were down from the previous year as our Municipalities saw cuts to their funding from the Province as well and were unable to contribute the amounts as in the previous year.

Moving on to the expenditures.

Starting with Salaries, we had more full-time equivalent staff which resulted in the salaries increasing to a total of \$157,372 from \$148,946 the previous year.

Professional fees for lawyers and accountants were higher than the previous year.

Due to the cut in the Provincial funding and donations, the Board of Directors met only three times in person resulting in travel expenditures going from \$24,084 to \$12,995.

Office and Rental for the Train Station Office space remains constant.

Advertising and promotion increased due to the Gala and Calendar.

Honorariums showed a large decrease from last year from \$14,925 to \$4550 due to having staff to do the work and due to the board meeting less times.

The next few line items remain steady until we get to Contracts. With the cut in funding, AWC has been forced to do the IWMP in house with its existing staff. Provincial funding for projects like this has been eliminated at this time.

Lastly, one of the excess computers was sold for \$300.

We get to the bottom and as you can see the Athabasca Watershed Council is showing a loss of \$17,487.

Thank you, you may now take this down.

The Board has met and has approved a three-year budget moving forward that will balance the accounts and provide solid direction to staff.

I would like to thank our auditors Kingston Ross Pasnak who had a difficult time preparing this report through the Covid-19 Pandemic which required them all to adjust and work from home.