



**Board of Directors - Meeting Minutes
September 17-18, 2015
250 Diamond Avenue, Spruce Grove**

Attending: Brian Deheer, Carolyn Campbell, Dave Mussell (Thursday & Friday pm), Doug Badger, Clayce Badger, Doug Kariel, Garry Horton, Jamie Giberson (Thursday pm), Janice Linehan, Janice Pitman, Kai Ma, Tim Polzin, Dan Moore, Tom Weber (Grieve alternate)

Regrets: Dave Loyie, Bob Savage, Marvin Fyten, Terry Sheehan

Absent: John O'Connor

Guest Presenter: Rick Moyse, Alberta Culture and Community Spirit.

Thursday, September 17th, 2015

1. Call to Order 9:28 am

2. Review and Approve Agenda

MOTION: Garry moved to approve the Agenda as amended, with finance moved to the afternoon. Tom seconded. **Carried.**

3. Review and Approval of the Minutes of July 16, 2015

MOTION: Carolyn moved to approve the July minutes as amended, with new signing authorities to be the Chair and Secretary. Janice P. seconded. **Carried.**

4. Budget and Finances

There is interest in renting part of the Hinton office space and the furniture must be moved. Kai has a key to the Hinton office and information on the Edmonton storage space. Fundraising letters will be sent out to MDs within the watershed. Charitable status was discussed, in addition to the grant approval letter from AEP, a revised 2015-16 budget, need to keep AWC information together in one place and need for part time help.

MOTION: Doug K moved that a storage space sub-committee consisting of Kai Ma, Doug B, Brian be formed to work on locating new storage space for AWC's computer, files and furniture. Doug B seconded. **Carried.**

MOTION: Garry moved that the Board authorize on-line banking access for Athabasca Watershed Council's three signing authorities, the Chair, Vice-Chair and Secretary. Carolyn seconded. **Carried.**

5. Governance

Rick Moyse gave a presentation on board governance and putting governance into practice, with helpful hand out information provided to the Board.

6. Moving Forward

Dave Mussell gave a presentation on AWC opportunities for moving forward, becoming a strong partner, implementing a strong work plan and engaging all stakeholders.

7. Board and Committee Meetings

Need for more frequent executive meetings was discussed.

ACTION: Executive Committee will look into Bookkeeper contract.

ACTION: Executive Committee will ensure that the Treasurer provides budget and financial reports and comments to Board ahead of Board meetings, whether or not the Treasurer can attend.

ACTION: Finance, Technical and C&CE Committees will meet between Sept 21-Oct. 2 to recommend components of Interim report, with meeting notes forwarded to Board

ACTION: Brian will circulate notice of Board meeting via teleconference for Tues. Oct. 6 at 7 pm to review components of Interim report.

ACTION: Carolyn will circulate online polls for November and January Board Meeting dates. The November meeting will be held in Lac La Biche.

8. Finance Committee

MOTION: Tim moved that Doug Badger join the Finance & Fundraising Committee. Carolyn seconded. **Carried.**

MOTION: Tim moved to adopt the Finance & Fundraising Committee Terms of Reference as amended. Garry seconded. **Carried.**

9. Technical Committee

This committee has nothing to report, since Board direction has not been provided.

10. Communications Committee

This committee has nothing to report, since Board direction has not been provided.

11. H.R. Committee

ACTION: Human Resources Committee will draft Human Resources Committee TOR to bring to Board for November approval.

12. Prospective New Board Members

ACTION: Executive Committee will draft letter to RMWB Council to invite Council member to join AWC board, copy to Leslie Burke.

ACTION: Executive Committee will draft reference list by sector of Board members, to identify vacancies for recruiting efforts.

ACTION: Committee members will consider non-Board members to join Committees to extend member involvement and provide potential future Board members.

ACTION: Board members will identify alternates: AWC members, need bio write up for Board review and approval.

13. Society Annual Return

ACTION: Doug Badger will complete for deadline at end of November 2015. Doug will let the Board know if he needs help.

14. Follow-Up from AGM

Draft minutes will be provided for Board review.

ACTION: In compliance with Bylaws the Executive Committee will draft Ground Rules for next AGM, for Board review in January.

ACTION: Executive Committee will identify independent person, such as WPAC advisor, to receive Board nominations, review for completeness and to conduct elections at upcoming AGM.

ACTION: Finance Committee will advise Board of annual financial statement timing to ensure time for review ahead of AGM related deadlines.

15. Recess

MOTION: Carolyn moved to recess at 5:05 pm until 9 am. **Carried**

Friday, September 18th, 2015

Guests: Jana Tondu (AEP limnologist), Mike Nemeth (Alberta WaterSmart)

16. Meeting Reconvened at 9:00 am, 18 Sept 2015

17. WaterSmart

Mike Nemeth gave a presentation on their project for adapting to change in the Athabasca River basin (ARB). He indicated that WaterSmart has no First Nations or ENGO representatives on the project steering committee. They are not planning to rewrite State of the Watershed reports prepared by the Athabasca Watershed Council. He said they are working with different groups to fill gaps. They are seeking WPAC representation at the Working Group table for their ARB project.

18. Alberta Water Council (the other AWC)

Andre Asselin gave a presentation on the Alberta Water Council, which has a 24 member board and 5 people on staff. More info will be provided by email.

19. IWMP First Steps

Dave Mussell gave a presentation on watershed management planning. He explained that 4 other WPACs are involved in Integrated Watershed Management Planning at this time.

20. Athabasca Synoptic Survey Follow Up

Validated data will be available on the AER web site. AER also holds the Obed file.

21. 2015-16 Work Plan and Budget

The Board reviewed completed tasks and ranked remaining tasks by priority.

ACTION: Carolyn will follow up with Makere Stewart-Harawira at U of A.

22. Adjournment

MOTION: Tom Weber moved to adjourn at 4:10 pm. **Carried.**