



**Executive Committee – Minutes
January 20, 2016
via Conference Call
(Accepted by Board)**

Attending: Brian Deheer, Carolyn Campbell, Tim Polzin. Connie Simmons of C&CE Committee joined for Item 7 discussion.

Absent: Doug Badger

1. Quorum and Call to Order – Brian

Brian called to order at 7:35 pm.

2. Review and Approval of Agenda – Brian

MOTION: Carolyn moved to approve agenda. Approved by consensus.

3. Review and Approval of Dec. 30, 2015 Minutes

MOTION: Tim moved, Carolyn seconded, to approve Dec. 30, 2015 Executive Committee minutes for sending to Board members. Approved by consensus.

4. Staff Issues - Brian

a. Hiring

Discussion: Job ad posted Jan. 11 Alberta Works and Service Canada job bank, sent to neighbouring WPACs and Land Stewardship Centre network.

b. Complaint

Discussion: Response to settlement offer is still pending.

c. H.R. Committee

No update.

5. Office – Brian

ACTION: Brian to discuss space requirements with Athabasca University.

ACTION: In February, Tim will approach Hinton office building owner to propose AWC partial subsidy of new tenant lease, if tenant occupies during AWC's term, to help attract next long-term tenant earlier and reduce AWC costs.

6. WPAC Forum Update – Brian, Tim

Discussion: presentations and focused discussions on AB government planning and how regional plans and Integrated Watershed Management Plans fit together.

7. GoA 2016-17 Grant Application and Committees – Brian and Connie

After C&CE Committee met Jan. 15, Connie reviewed proposed work plan. Tech Committee will meet Jan. 21.

Discussion: focus on attainable priorities given likely timing of new staff additions. As discussed in C&CE, consider 'initiating' several engagement and IWMP items rather than suggesting AWC can complete them.

ACTION: Connie to provide 1 pager on Oldman Watershed Council's process for engaging on State of Watershed findings and developing IWMP Vision.

ACTION: Tim to provide In Kind contributions statement.

ACTION: Carolyn to provide updated Board members list.

8. Treasurer/Finance Update – Tim

Discussion: Accessed Canada Revenue Agency account, will start GST refund request. New bookkeeper has good reporting software, so not necessary for Treasurer to request that AWC purchase updated software at this time.

MOTION: Tim moved, Carolyn seconded, to approve bookkeeper Terry Rudiger to have online access to AWC bank account for viewing only, not for transactions. Approved by consensus.

ACTION: Tim will update 2016-17 budget estimates and, if possible, set Finance & Fundraising Committee meeting before 2016-17 grant application is finalized.

9. Secretary Update – Carolyn

Discussion: No update since January Board meeting on Board minutes to website, Board recruitment, member renewal, or AGM procedures.

March Board meeting prep: Target March 11 (2nd day) for external groups to present on activities, collaboration opportunities

10. First Nations Participation In WPAC Work - Brian

Discussion: Brian followed up with Bob Savage of AEP on this information request.

11. Collaborative Process and Event Updates

a. WaterSmart Athabasca River Basin (ARB) Initiative

Discussion: Carolyn met with WaterSmart to discuss AWA participating in Working Group. WaterSmart's Mike Nemeth explained ARB stages as follows:

Phase 2 Engagement: fall 2015 to March 2016

Phase 3 Working group modeling will be Water Quantity focus, looking at land use, river flows, climate change-affected flows – approx. summer 2016-late 2017

Phase 4 modeling focus will be Water Quality, Phase 5 focus Groundwater (in more depth than previous phases) and Aquatic Resources, dates TBD

b. U of A Collaborative

Carolyn received correspondence of their interest in presenting at AWC March Board meeting and inviting AWC to participate in Water Week, more details TBD.

c. Lesser Slave Lake watershed

ACTION: Brian will invite ED Meghan Payne to present at March 1 Board meeting.

d. CCEMC Forum Edmonton

Action: Brian will request brief write-up from Janice P and any follow up actions.

e. Aboriginal Consultation Workshop

Action: Brian will request brief write-up from Dave L and any follow up actions.

12. Next Exec Comm Meetings: Wed. Feb. 10 7:30-8:30 pm

13. Meeting adjourned at 8:50 pm.