



**Executive Committee – Minutes
February 10, 2016
via Conference Call
(Accepted by Board)**

Attending: Brian Deheer, Carolyn Campbell, Tim Polzin.
Regrets: Doug Badger

1. Quorum and Call to Order – Brian

Brian called to order at 7:36 pm.

2. Review and Approval of Agenda – Brian

MOTION: Brian approved, Carolyn seconded, to approve agenda. Approved by consensus.

3. Review and Approval of Jan. 20, 2016 Minutes

MOTION: Tim moved, Carolyn seconded, to approve Jan. 20, 2016 Executive Committee minutes for sending to Board members. Approved by consensus.

4. Staff Issues - Brian

a. Hiring

Discussion: 5 applications received, 2 withdrew before interviews. Brian, Dave M, Janice P will interview 3 applicants Feb 11 at Athabasca University. Brief on-site writing assignment will be included as part of assessment.

b. Complaint

Discussion: Settlement offer accepted, release signed, Employment Standards Office declared case closed.

c. H.R. Committee

No update on TOR.

5. Office – Brian and Tim

Discussion: After a February meeting, Athabasca University will get back to AWC regarding office space request. Hinton office building owner not interested in AWC partial subsidy of new tenant lease, to help attract new tenant earlier and reduce AWC costs. Investigate early lease payout potential.

6. GoA 2016-17 Grant Application – Brian

Discussion: reviewed all elements of grant proposal.

ACTION: Brian to submit proposal by morning of Feb. 11.

7. Treasurer/Finance Update – Tim

Discussion: Tim will start insurance discussions next week so renewals in place by March.

8. 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:

ACTION: Carolyn to confirm with U of A Collaborative and work with Doug K on ARBRI for presentations at Board meeting, March 11 morning. Brian to invite Lesser Slave Lake watershed ED.

9. Technical Committee Update – Carolyn

Discussion: Next meeting Feb. 29, focus on 2015-16 work plan items.

10. Communications & Community Engagement Committee Update – Brian

Discussion: Janice P has requested newsletter items be forwarded to her.

11. Collaborative Process and Event Updates

a. WaterSmart Athabasca River Basin (ARB) Initiative

Discussion: Janice P and possibly Brian to attend Steering Committee meeting in Edmonton, Feb. 26

b. U of A Collaborative

No update.

c. Lesser Slave Lake watershed

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

d. CCEMC Forum Edmonton

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

e. Aboriginal Consultation Workshop

Discussion: Positive that Dave Loyie attended Jan. 20. No other Board members were able to attend Feb. 24 Edmonton session. Carolyn will follow up with Dave L on write up.

12. Next Exec Comm Meetings: Thur. Feb. 25 8:00-9:00 pm

13. Meeting adjourned at 9:40 pm.