

Minutes of:
Lesser Slave Watershed Council
December 10th, 2015
Kinuso Senior Center, Kinuso, AB

Present at meeting:

Name:

Meghan Payne
Kaylyn Jackson
Tammy Kaleta
Laura Johnson
Bob Popick
Michael Long
Stefan Plouffe
Claude Smith
Scott Mayston
George Gross
Tony McWhannel
Murray DeAlexandra

Sector Represented:

Executive Director
Watershed Coordinator
Tourism and Recreation, Chairperson
Environment and Parks
Oil and Gas
Town of High Prairie
Town of Slave Lake
Agriculture
Trappers
Forest Industry
Member at Large
Commercials Fishing

Regrets:

Jason Shpeley
Shane Knutson
Robert Nygaard
Brian Rosche
Edna Willier

DFO
Cottage and Cabin Owners
Big Lakes County
MD of Lesser Slave River
First Nation member at large

Board Vacancies:

Métis Member at Large
Environmental Non-Government Organization

1. Welcome and introductions

- Welcome to Kaylyn Jackson, our new watershed coordinator.
- LSWC board members introduced themselves.

2. Adoption of December 10, 2015 Agenda

- December 10th Agenda circulated to the group.
- Chair called for amendments or additions

Motion 15-14: Smith/Plouffe - Motion adopt the December 10th, 2015 agenda as amended/presented.

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3. Adoption of October 8th, 2015 minutes.

- October 8th Draft minutes circulated.
- Chair asked for any amendments or corrections to the minutes.

Motion 15-15: Popick/Plouffe - *Motion adopt the October 8th, 2015 meeting minutes as corrected*

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4. Treasurers Report

- Copies of the October treasurers report were circulated.
 - Clarified number of LGT Gardens, currently 9 with funding from ATC SK and AG for Life

Motion 15-16: Popick/Bailey - *Motion adopt the treasurers report as presented.*

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5. Round Table Discussion and updates

- 7 Siphons were installed and water is going over the weir. Over 6cms is flowing over the weir and through the siphons.
 - Dredging wasn't entirely successful due to ice conditions and other factors a lot more sloughing then expected occurred causing a direct route to be not as effective. Heavy winds could have been a factor. Low water was another factor and teams were dealing with 14 inches of water at one point during dredging. The silt will have to be disposed of and a sample has been taken to determine the composition of the sediment and where it can be re purposed or disposed of.
 - The Town of Slave Lake has been granted a pumping license so can pump from deeper water if necessary to get water into the channel and to their intake. However, this wouldn't be able to supply downstream users.
 - The installation of the gated culvert into the weir happen as soon as January. In the mean time monitoring of ice conditions and sediment and flow will be ongoing.

6. Review Actions Items - see handout

- Going forward Meghan will keep an action log for the board so that we don't lose track of our ideas and tasks and it will be sent out with the monthly update the Monday following the board meeting.
- See action items attached at the end of minutes.

7. First Nations representation on the Board

- The board needs to evaluate how First Nations are being represented at the table and whether or not it is effective. FN's in the watershed have lots of traditional knowledge of the watershed and have relevant water related concerns.
- Of the FN's we have spoken to so far, it seems individual seats for the FN's would be favorable. But is the board table the best place to effectively engage with aboriginal groups?
- FN's need to understand that by joining the LSWC board they are part of and liable to a nonprofit society of Alberta and a Canadian charitable organization under the Canada Revenue Act. They also need to understand the key roles of WPAC's as a Water for Life partner.
- Alberta Environment and Parks are reviewing their position on WPAC led engagement with First Nations. The last direction we received was in 2010 via letter from Bev Yee.

Discussion:

- The main question by the board is whether or not we should be creating seats for the first Nations groups or if we should have a separate advisory committee. There has also been some question as to whether or not they would participate even if given seats on the board. Lastly it WPAC bylaws would have to be adjusted so that quorum isn't affected by the addition of board seats without guaranteed participation.
- How do other WPACs address first nation involvement?
 1. Most WPACs do not have as many First Nation groups in their area
 2. The MPWA has addressed the issue by having 1 board seat from each region devoted to first nations representation. By doing this they represent by area rather than by individual groups
 3. David Samm with BRWA has had some success in engaging first nations in collaboration and celebration outside of the BOD. They do a yearly blessing of the watershed with one of the First Nations groups in the area.
- So far the first nations groups that have been talked to are interested in being represented on the board where as the settlements are more interested in being involved and informed outside of the BOD

Action:

Will invite the 5 first nations to our January meeting in an informal sense to come meet us. Will ask them to go back to their councils and talk about what will work well for them for engagement going forward. Invites are going to be sent out from the chair and followed up with personal visits or calls.

8. IWMP Updates

b. Stakeholder Workshops/FN Meetings

- **November 3rd, 2015** - Meeting in Slave Lake with Environment and Parks as well as staff and council from Big Lakes County, the Town of Slave Lake, MD of Lesser Slave River.
 - Goal of the meeting was to clarify the roles and responsibilities around watershed management planning and give information about where we are in the process.
 - Environment and parks staff strongly encouraged the Municipalities to work with the WPAC on the IWMP because it will guide them in future decision making. Municipalities are a part of the WPAC and are involved in the projects on committees and through engagement so there will be lots of communication and input into the plan.
 - There is concern in creating a document that will only serve to sit on a shelf and collect dust.
 - We want to create something functional and engaging that can be used as a guideline by municipalities when they are updating bylaws or creating policy.
 - We will push to get as much done as possible within the year.
- **November 4th and 5th** stakeholder workshops in High Prairie and Slave Lake.
 - High Prairie workshop had 16 attendees and the Slave Lake session had 25 attendees.
 - Most of the LSWC board members attended one of the sessions.

- Alan Dolan has sent a summary of the HP and SL workshops.
- Both sessions were very different with more GOA in SL and more Agriculture in HP
- The town council is looking for issues that they can grab onto and have actions and guidance readily available for them to start cost analysis and projects. Meghan and Kaylyn are planning a workshop for the town of High prairie for Feb. 29th, 2016.

• **First Nation Meetings**

- Intent of initial meetings was to build a relationship with each of the nations and talk about how they see themselves participating in the development of the IWMP.
- Meghan, Tammy and Alan Dolan met with Swan River First Nation and Driftpile First Nation.
- Both meetings were very informative and positive.
- Meghan and Tammy met with Peavine Metis Settlement Council and staff. This meeting was also positive and informative.
- Early in the New Year Meghan and Tammy will meet with the remaining FN's and East prairie Métis Settlement
- Aboriginal Relations staff from Environment and Parks are able to help facilitate FN meetings.
- The municipalities, the GOA and the LSWC all desire to have better engagement with First Nations going forward and in the development of a watershed management plan.

c. Technical Advisory Committee

- The TAC will guide and inform the technical work involved in developing the watershed plan and review deliverables of technical nature.
- It will be made up of GOA staff, other professionals and a few LSWC board members.
- A TAC Terms of Reference needs to be developed to formalize the group and their roles and responsibilities. This has also been delayed due to staff medical leave.
 - We want to fit the right people into the right projects and utilize them only as necessary to prevent burn out. This may come in the form of specific task teams to address particular issues that mobilize the right people at the right times.
 - Staff are working with Lisa Bergen, Dave Mussel and Alan Dolan at the moment to determine the best arrangement for the TAC.

d. Workplan and next steps

- We want to have a draft watershed management plan done by the end of 2016-17 fiscal year. We know what the issues are, we have good science, and we don't want to lose forward momentum.
- Resources and technical expertise are required to do the work in this time frame and consultants will be hired as needed.
- Jamie and several of his staff have stepped up to help with the project in aspects of project management, communications, and technical work.
- Meghan, Lisa, Dave M, and Laura will be working to put together the IWMP work plan and budget in the next month.
 - Some urgency needed here as we will need this to be complete to request funding by mid January.

9. Executive Director Updates

a. Governance and Policy development

- We had an RFP out in November seeking a contractor to help develop Governance and Policy doc's for the LSWC.
- We received one proposal from a Les Stahlke. This proposal is well put together and he could effectively carry out the work. The board will have some work to do as well and it will likely be a facilitated session with the contractor to go over the draft documents and provide feedback and input to the contractor.
- Due to unforeseen medical leave the proposal has not been evaluated and discussed with a broader group yet.
- Board wants to review existing and similar documents to determine if this is something that we could save money on by creating ourselves.
- We need to start making this a priority as it shows government and stakeholders that we are making progress and being accountable.
- Most older WPACs already have governance policies on place, newer WPACs like us generally don't have complete documents and are in various stats of completion

ACTION: Meghan will arrange a conference call to discuss Les's proposal and move forward with a contract if that is favorable. Participants to include: Tammy, Bob, Laura, Tony, Michael, Kaylyn.
Action: Meghan will create and send a link to a Drop box folder for Governance and policy documents and examples.

b. WPAC Forum - January 14, 2016

- Environment and Parks Staff are hosting the Annual WPAC forum on January 14th, 2016 at the Best Western in Leduc, AB.
- This is an opportunity for WPAC and the department to communicate and share information.
- There will be a series of relevant presentations in the morning with breakout sessions for discussion in the afternoon.
- Meghan Payne, Kaylyn Jackson, Tammy Kaleta, Bob Popick, Scott Mayston will register for the Summit. Jamie Bruha and other GOA staff will be in attendance as well.

Action: Register LSWC board members for the WPAC forum

c. other

High Prairie Riparian Action Team meeting on December 7th.

- Meghan and Kaylyn attended and there were GOA staff, PCBFA, and SARDA staff in attendance.
- No new projects this year but the group is working on watershed awareness signage for key locations in the watershed.
 - Right now the LSWC has roughly \$40,000 available to do wetland and riparian restoration and enhancement projects. .

- "Living on the edge" Signs are being drafted. HPRAT only has funds for one sign but seeing as we have budget available and there signage meets some of our outreach/education goals we are looking at funding additional signs.
- Because we have more resources and time, we plan on leading more projects. HPRAT wants to be involved in a supporting role.
- There are some potential project sites located along Strawberry Creek and in the South Heart Watershed. Staff will be following up with landowners about potential projects in the next few months.

Watershed Restoration and Resiliency Program

- round 3 of funding closes January 15th.
- We will put together a proposal to get funding for some of the IWMP work. The NSWA received 1.2 million last year for their work in the Vermillion river watershed.

ACA Grant Opportunity - Jan 1 - 25th, 2016

- ACA conservation and community education grants are available and applications due by January 25, 2016.

ACTION: Meghan and Kaylyn will apply for an ACA grant to support programs and projects in the watershed.

10. Upcoming Meetings and Events, New Action Items, Meeting Adjournment

WPAC Managers and Outreach Staff meeting - January 13th, 2016 - Red Deer

WPAC Forum - January 14, 2016 in Leduc, AB

LSWC Board meeting - January 21, 2016 - Kinuso AB

Action Item	Who	By When
LSWC will update the performance evaluation plan early in 2016.	LSWC Board of Directors	Before March 2016
Watershed coordinator will work on development of watershed posters to put in public places.	Kaylyn in progress	April 2016
Robert, Meghan and Tammy will talk to Greg about his goals for his development and the possibility of working together to promote best management practices with a demo project.	Robert N to take the lead	By Feb 2016
Reach out to landowners to find a riparian/wetland project for summer 2016	Meghan, Monika, Robbie	Feb 2016
Letter to 5 First nations inviting them to join us at the January board meeting to meet the board, observe a meeting and talk about how FN's would be best represented around the table.	Meghan, Laura, Tammy	By Dec. 23, 2015
Send IWMP workshop summaries to the BOD	Meghan	Done - Dec 11, 2015
Packages for FN's that include by laws, strategic plan and water for life info	Meghan	January 21, 2015
Set up call to discuss Governance and policy proposal and decide on steps forward	Meghan	Dec. 23, 2015

Set up a drop box folder for governance and policy document examples from other WPACs, send link to BOD.	Meghan	Done - Dec 14
Work with AEP staff and Alan D to complete IWMP work plan and budget for the next year	Meghan, Laura, Lisa, Dave, Jamie	January 15, 2016
Put together a funding request for round 3 of the WRRP program	Meghan	January 15, 2015
Register and attend WPAC Forum on January 14, 2016 in Leduc	Meghan, Kaylyn, Tammy, Bob, Scott	January 14, 2015
Find a suitable project(s) to apply for ACA education and community grant funding.	Meghan, Kaylyn	By January 25, 2016
The LSWC will encourage the local Municipalities and First Nations to get involved with the Water North Coalition.	Meghan	Prior to next WNC meeting.
Staff will put together an application for the ASCA conservation, community and education grant	Meghan and Kaylyn	By January 25, 2016

Motion 15-17: Popick/Smith - *Motion adjourn the December 10, 2015 LSWC Board of Directors Meeting.*

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