Lesser Slave Watershed Council
Board of Directors Meeting Minutes
March 17, 2022, Kinuso Seniors center

Present at meeting:

Name	**Sector Represented**
Meghan Payne	Executive Director
Kate Lovsin	Watershed Coordinator
Tammy Kaleta, Vice chair	Recreation and Angling
Shane Knutson	Tourism & Economic Development
Sacha Martens	Town of High Prairie
Jim Zabolotniuk	Big Lakes County
Nicole St. Jean	Forest Sector
Steve Adams	Town of Slave Lake
Susan Nielsen	Agriculture
Keith Denoncourt	Member at Large

Regrets

Todd Bailey, Chair	Swan River First Nation
Norm Seatter/Nancy Sand	MD of Lesser Slave River
Cori Klassen	Non-Government Organizations
Nona Elliott	Cottagers and Country Residential
Jamie Bruha/Arin McFarlayne Dyer	Alberta Environment and Parks
Reva Jaycox	East Prairie Metis Settlement
Lynn Smith	Peavine Metis Settlement
Grant Utas	Oil and Gas Sector

1. **Call to order, Welcome, Introductions**
   - Meeting called to order at 6:07 by Vice Chairman Tammy Kaleta
   - Round table introductions by everyone in attendance.

2. **Adoption of March 17, 2022 meeting agenda**
   - Agenda distributed, Chair called for additions or amendments.

Motion 21-15: St Jean/Adams– Motion to adopt the March 17, 2022 meeting agenda as amended.

CARRIED

3. **Adoption of the December 9, 2021, meeting minutes**
   - Copies o the December 9, 2021 meeting minutes were emailed to directors, and paper copies distributed for review.
   - Chair called for a motion to adopt the previous minutes.

Motion 21-16: Martens/Nielsen– Motion to adopt the December 9th, 2021 meeting minutes as presented.

CARRIED

4. Operational Updates

a. General

- New Director orientation meeting was held in January, online. Directors received an orientation binder, and all LSWC directors received a copy of the presentation for information.
- Alyssa returned to work after Maternity leave on February 1, and is working 120 hours a month.
- Kate and Alyssa both have 14 month contracts in place that span from Feb 1, 2022 – March 31, 2023.
- Board Executive have to review and approve a 1 year Executive Director contract before March 31, and this is in progress.

b. Board meeting times and venues for 2022/23

- Since municipal election we have 4 new municipal directors, and a new representative from East Prairie on board so discussion about meeting times and locations is due.
- During covid – meeting online every 2 months. Pre covid – monthly in person meetings 9 times a year (not July, august, and sometimes not December).
- Since 8 Directors were unable to attend the March 17th meeting, 6pm on Thursdays is not an ideal time.

Action – Executive Director to send a poll to Directors to find the best time for Board meetings going forward.

c. Mileage rates evaluation

- Current mileage for personal vehicle use is $0.555 per km.
- Travel in our watershed would not be deemed the same and highway or city travel, as we have gravel roads, mud etc.
- Several WPACs are using the CRA personal mileage rate, which is currently $0.61 for 2022.

- Use of personal OHV & trailer for WRRP projects is required from time to time and the LSWC needs to set a rate for this.
    - To rent an equivalent machine for a day from a dealership is $300-$350 a day.
    - LSWC needs to set a day rate for use of personal OHV.

Motion 21-17: Zabolotniuk/Denoncourt– Motion to set the LSWC's personal vehicle mileage rate to follow the Federal CRA rate, which is $0.61 for 2022, and the personal OHV use day rate at $200 a day, starting April 1, 2022.

CARRIED

d. 2022 AGM date and location

- June 23, 2022 is the date for the 2022 AGM.
- Venue and agenda TBD. Board members suggested a BBQ outdoors following meeting.
- Save the Date will be sent out soon.

e. LSWC 15 year anniversary

- April 2022 marks the 15th year as a Watershed Planning and Advisory Council.
- An event is recognition and celebration of this milestone is being planned by staff.
- See handout with preliminary ideas and budget figures, prepared by Alyssa.
- Option to consider combine AGM and Celebration in June.

5. Treasurer's report and financial updates.

- Treasurers report spanning from December 9 to March 16th was distributed to the Board.
- Break down of revenues in the Projects account provided and explained.

Motion 21-18: St. Jean/Adams– Motion to accept the Treasurers report as presented.

CARRIED

6. Project Updates

a. Swan River Watershed Initiative & State of the Watershed Report

- Palliser Environmental has drafted a Terms of Reference for the State of the Watershed Project.
- Next steps are to meet with Swan River to review and get their input, then to share with the SRWI stakeholder group, and LSWC Board.
- LSWC Board will need to approve the Terms of Reference before the project can move forward.
- At the winter SRWI online meeting several stakeholders expressed interest in working with all of the partners to create an information video about the Swan River and all of the work in place to improve grayling habitat. This project is built into the 2022/23 workplan and we will be working with Michael Short, from Lets Go Out Doors.

b. Watershed Resiliency & ALUS Program

- Final reporting for the 2019-21 WRRP grant is underway and will be submitted by end of March.
- Currently have $120,500 in account for the next 2 years of work.
- Have several land owners who have reached out to us over the winter who are interested in projects. Staff will be following up and doing site visits when the snow is gone.
- Copies of the Watershed Resiliency Info sheet distributed to the Board for information, and to share with interested project partners.

- Fogle & Nielsen projects are also ALUS program projects and will be wrapped up this summer.
- Denoncourt, Iwasiuk, and Mertz projects are at various stages of completion and LSWC staff will be supporting the landowners where required to move them forward.

ALUS Program 2022/23

- Big Lakes County is currently without and ag fieldman and assistant fieldman, who also filled the role of ALUS coordinator.
- Meghan has proposed that the LSWC manage the ALUS program on behalf of Big Lakes County for the 2022 year and until there is staff in place to coordinate the program through the County again so that the program does not have to be terminated, as it is a quality program that will benefit landowners.
- The LSWC will be utilizing the funds that the County has in account from the WRRP program to run the ALUS program. The grant amount is $93,775 for 2 years.
    - Funds allocated to:
        - manpower (Kate & Meghan salary)
        - Extension and communication
        - Project materials, equipment, etc.
- County staff and Meghan have had conversations with e ALUS Canada Staff, and the WRRP program manager and both of these parties feel that this is a good arrangement and a good way to keep the ALUS program going until capacity at Big Lakes County can be regained.
- The 2022-23 operational plan includes this arrangement and is budgeted accordingly.
- If the LSWC Board and Big Lakes County Council both vote in favor, the LSWC would enter into a Memorandum of Understanding with Big Lakes County and this document will outline the roles and responsibilities of both parties, and have a schedule of payments and reporting included.

Motion 21-19: Adams/Denoncourt– Motion to permit the Executive Director to enter into a Memorandum of Understanding with Big Lakes County for the delivery of the ALUS program in 2022 and 2023.

CARRIED

c. Water Quality Monitoring

- LSWC staff have collected under ice samples in February, and the beginning of March as part of the Alberta Lake Management Society's winter Lake keepers program. Plan to get one more sample in the last week of March.
- 5 year tributary water quality report will be complete by March 31, and will be distributed to Board, funders, stakeholders, and posted online.
    - Staff will create simplified fact sheets for information sharing and distribution to a non technical audience.
    - A recorded presentation will be developed by staff time permitting, in winter 2022 and posted to our You tube channel.
- ALMS staff are going to access the data set from AEP's 2021 summer sampling on lesser Slave Lake and prepare a Lakewatch style report for us to share the findings and inform future monitoring needs.

- Preparing for year 6 of tributary monitoring, and have new quotes form the lab. Pricing has changed a bit but no to the extent that we can not deliver the same program.
    - Lower East prairie at Travers Creek site is being removed from the list, as it is not safely accessible the majority of the time.
    - Town of Slave Lake staff will be collecting a sample for us 10 times from April – October downstream of the weir on the Lesser Slave River.

d. Education & Outreach Updates

- Kids can catch was held Feb 20th in Joussard and went well, despite Meghan having covid and not being there. Big Thanks to Tammy, Keith and Cori, who came to help out for the day, as well as a number of other volunteers who came out.
- Eyes on Lesser Slave Lake – live camera project
    - Tech is coming up next week to check out 2 installation locations.

- High Prairie Gun Show and Slave Lake Chamber of Commerce Trade shows are in our calendar for May.
- Wetland and water quality field trips on the schedule with the LSFES in June.
- X-stream science training in Camrose scheduled in early May, LSFES staff training with LSWC scheduled, and Alyssa has 3 grade 8 classes from Prairie River Junior High scheduled for the program in June.
- Alberta WPAC's World Water Day Web event – March 22, 2022 at 1:00pm. Theme is Groundwater: making the invisible visible.

7. Review and Approve Draft Operational Plan and Budget for 2022/23

- Copies of the operational plan and budget for the 2022/23 year were distributed for review and discussion.
- Directors received it via email on March 14th for review ahead of the meeting.
- Executive Director reviewed plan with the board.

Motion 21-20: Adams/Knutson – Motion to approve the March 17, 2022 Operational Plan and Budget for the 2022/23 fiscal year, and submit as information with the April 15th interim grant report to AEP.

CARRIED

8. WPAC collective MOU – for approval

- The Executive Directors/managers of 11 WPAC's have been meeting quarterly since WPAC's were started. In 2012 we formalized this commitment to work together and allocate staff time and travel dollars in each of our operating budgets.
- The original 2012 MOU was signed by 10 of 11 WPAC's, and in 2021 there was recognition that it needed to be updated and, and support reaffirmed by all of the WPACs. The MOU was revised, and deliberately left quite general.
- LSWC directors were sent the 2012, and the updated 2022 WPAC MOU in February for review. No feedback was provided via email.

Motion 21-21: St. Jean/Martens – Motion to approve the LSWC Chair to sign off on the Alberta WPAC's 5 year renewable Memorandum of Understanding as presented.

CARRIED

WPAC Collective Updates

- Alberta Water council has began a project to develop the next 10 year Water for Life Action plan, and as an implementation partner WPAC's will be a big part of this.
- AB WPAC workshop being planned for April 19th with the goal of providing collective input to the AWC team on what he Actions for WPAC's should be in this plan.

9. Round Table / Discussion

Shane Knutson – Update on Red Sky development and Marina

- As part of the approval process the developer is required to do community engagement and consultation with all potentially effected Indigenous Communities.
- Approval authorities have asked for letters of support, or letters of acknowledgement from
- Shane presented copies of maps with the development and marina to the board for information and asked if they would consider preparing a letter of acknowledgement, that says information was shared with the LSWC. Meghan has provided information to the consultant from Carson Integrated responsible for the technical assessments and preparing the approval documents
- Discussion about the roles of a WPAC regarding endorsing projects or developments. It is not our role to endorse, rather to provide information and science, so that people can make up their own minds about a particular development or project.,

Keith D – has recently purchased video equipment and would like to volunteer his time to help create educational watershed videos. Will follow up with staff to make plans.

10. Meeting adjournment

Next Board Meeting – May (location and time TBD)

Motion 21-22: Denoncourt/St.Jean– Motion to adjourn the March 17, 2022 Board meeting at 8:45pm

CARRIED