



**Board of Directors Meeting
Draft Agenda
May 10, 2018**

Meeting Logistics: West Boardroom, Athabasca Train Station, 5101 50 Avenue, Athabasca

Meeting Objectives:

- Review highlights of 2017-18 via Executive and Committee Reports
- As per the commitment to board development, share and discuss results of the Board Survey
- Discuss the role of Board Members in developing sector caucuses
- Discuss the 2018-19 Work plan
- Review and discuss the work of Committees, in particular in support of developing the Integrated Watershed Management Plan

Thursday, May 10, 2018		
Time	Agenda Item	Lead
A. Administration and 2017-18 Highlights		
9:30	1.0 Administration 1.1 Health and Safety 1.2 Welcome & Introductions 1.3 Review Meeting Objectives; Approve current agenda 1.4 Review any outstanding action items; approve previous minutes (Feb 1-2; Feb. 22; Mar. 15-16)	Chair
9:45	2.0 2017-18 Submission of Executive Highlights Reports 2.1 Report from the Chair/Vice-Chair 2.2 Report from the Treasurer (Financial Report)/ Secretary 2.3 Interim Executive Director's Report	Executive
10:00	3.0 Submission of Committee 2017-18 Highlights Reports 3.1 HR Committee Report / Approval of revisions to the Employee Handbook 3.2 Finance and Fundraising Committee Report 3.3 AGM Committee / Board Terms Reminder 3.4 Technical Committee Report 3.5 C&CE Committee Report / Membership Policy Review / SOW Open House Report 3.6 IWMP Committee Report / IWMP Concept Document	Committee Chairs
10:30	Health Break	
B. Board Development		
10:45	4.0 Board Development 4.1 Board Survey Results – Presentation 4.2 Discussion	Marie / All
11:15	5.0 Developing Sector Caucuses to Support 2018-19 Workplan 5.1 Sector Identification Exercise 5.2 Discussion	Marie/All
11:45	AER ABR Review Update (Videoconference)	Scott Millar, AER
12:15	Lunch Provided	

C. 2018-19 Workplan		
12:45	6.0 2018-19 Workplan 6.1 2018-19 Workplan Overview - Handout 6.2 Discussion	Marie/All
1:15	7.0 Committee 2018 Work Plans (Breakout Session) 7.1 Instructions for this Working Session 7.2 Breakout – work in committees on 2018 committee work plans	Committees
2:15	Health Break	
2:30	7.3 Plenary – share plans and get feedback from rest of board	Marie/All
3:15	8.0 2018-19 Board Meeting Schedule 8.1 June 16 AGM 8.2 September high profile Board meeting- Source Protection Forum 8.3 November Board Meeting – strategic planning 8.4 February – year end business	Chair
3:30	9.0 Other Business /Roundtable Updates	All
4:00	Adjourn	Chair



**Board of Directors – Draft Agenda
February 1 – 2, 2018
Athabasca University,
Athabasca, AB
Cedar Room**

Attending: Brian Deheer, Tim Polzin, Marv Fyten, Cleo Reece, Janice Pitman, Tom Weber, Abdi Siad-Omar, Robert Esau, Marcel Ulliac, Marie Bay Breiner (Outreach Coordinator). Attending by teleconference: Greg Piorkowski.

Regrets: Janice Linehan, Terry Sheehan, Morris Nesdole. Robert Grandjambe.

Thursday, February 1, 2018

1. Call to Order: 9:30am

Brian called the meeting to order at 9.48am.

2. Welcomes and Introductions

General introductions. Presentation of Marcel Ulliac to the board.

3. Review and Approval of Agenda

MOTION: Marv moves to approve the agenda as presented. Robert H second. **Approved by consensus.**

4. Review Action Item List

MOTION: Robert E moves to table the Review of Action Item List until the next board meeting. Tim seconds. **Approved by consensus.**

5. Approve Board Meeting Minutes: November 16-17, 2017

MOTION: Robert H moves to approve the minutes from the board meeting on November 16-17, 2017 as presented. Tom Weber Second. **Approved by consensus.**

6. Business Arising

None.

Abdi Siad-Omar joined the meeting at 10:15am.

7. Interim board member application – Marcel Ulliac

a. Vacant Board Seats

i. Stewardship, Indigenous, Mining and utilities, Municipal lower basin

MOTION: Tim moves that Marcel Ulliac be appointed to the board as municipal representative for the Lower Basin. Tom second. **Approved by consensus.**

Quorum is now 9 people.

8. SOW SUMMARY approval

With a few changes made to the wording on page 24, the Tech Committee is ready to approve the SOW Summary. The SOW will be used as a base for outreach in the coming fiscal year. The SOW will be printed as soon as possible and the AWC owns the copyright.

MOTION: Robert H moves to approve the SOW summary. Marv seconds. **Approved by consensus.**

9. Approve Work plan (2018-2019)

The draft Work plan has been circulated to board prior to the meeting and no written comments has been received. The new format of the Work plan is an improvement.

MOTION: Robert H moves to approve the Work plan in principal, with the changes incorporated. Tom seconds. **Approved by consensus.**

ACTION: Add "Guide to Watershed Management Planning in Alberta" to the resource section of the website.

ACTION: Gather information about a Work Place Safety Policy for staff and for the board.

ACTION: Review the Employee Handbook and add Work Place Safety Policy.

The meeting was recessed for lunch at 11.53am and was called back to order at 1.11pm.

10. Approve Budget (2018-2019)

Tim reviewed the budget for the board and updated the title headings to match the grant year.

MOTION: Marcel moves to approve the budget. Robert E second. **Approved by consensus.**

11. Blanket Exercise

a. Train station

The Blanket Exercise facilitator had to cancel last minute. The meeting continued.

12. Executive Committee Reports

a. Report from the Chair

Brian summarized his activities including Alberta WaterSMART, ED hiring process, the possibility of having an indigenous training session at a future board meeting, meeting with the Minister of Indigenous affairs, Richard Feehan, and the process off transitioning from a working board to a governing board.

b. Report from the Vice-Chair

Dan Moore was not able to attend: nothing to report.

c. Report from the Treasurer

Tim presented the December Monthly report.

Abdi informs the board that the last 25% of our AEP grant will be released on Feb 26, 2018. We will have a surplus of \$60,000.00 in the end of this fiscal year. This is due to unforeseen changes in staffing and outreach events that has not happened.

General discussion about the honorariums for board members and it is suggested that the honorarium be raised, given the geographical size of the watershed. This suggestion is not taken any further.

MOTION: Tim moves that Brian can submit expense and honorarium claims for his attendance in Alberta WaterSMART meeting on January 25, 2018. Seconded by Marcel.
Approved by consensus.

General discussion about hiring administrative help on a part time basis.

ACTION: Brian and Marie will investigate this possibility.

d. Report from the Secretary

- i. Accept minutes from EC meetings on November 3, December 1, December 15, January 5, January 18.**

MOTION: Robert H moves to accept the minutes as information. Marcel second. **Approved by consensus.**

MOTION: Marcel moves to accept the executive committee report as information. Robert E second. **Approved by consensus.**

The meeting was recessed at 4.24pm.

Friday, February 2, 2018

Attending: Brian Deheer, Marv Fyten, Robert Esau, Marcel Ulliac, Janice Pitman, Tim Polzin, Cleo Reese, Tom Weber.

Regrets: Terry Sheehan, Dan More, Janice Linehan, Greg Piorkowski, Abdi Siad-Omar, Robert Holmberg, Robert Grandjambe, Morris Nesdole.

With the acceptance of Marcel Ulliac to the board and quorum raising to be 9, we do not have quorum present in the room. In case of a motion, Greg Piorkowski is available on the conference line.

1. Call to order

Brian called the meeting to order at 9.32am.

2. Committee Reports

a. Technical Committee Report

SOW summary report release event

MOTION: Tim moves to hire a facilitator (Petra Rowell) on a contract basis, to organize the three SOW summary report release events before March 31st. Janice seconds. **Approved by consensus.**

MOTION: Tim moves to support board members to attend SOW summary report release event by covering travel expense and give honorarium. Tom seconds. **Approved by consensus.**

Interactive Atlas

The atlas does not show county boundaries which should be added.

ACTION: Brian and Marie to contact Colin Elliott at Athabasca University for help.

b. C&CE Committee Report

The committee has not meet yet. A meeting date is to be found in the next two weeks.

c. Finance and Fundraising Committee Report

Tim presents the draft "Financial Controls and Spending Policy" and details are changed.

The meeting recessed for lunch at 11.49am and was called back to order at 1.05pm
Greg joined the meeting by teleconference call.

MOTION: Tim moves that the Financial Controls and Spending Policy be approved and replace the procedure manual/process guidelines document. With the approval of this policy, the previous honorarium policy is repealed. Janice seconds. **Approved by consensus.**

d. HR Committee Report

i. Executive Director Hiring Update

The add is open until Feb. 9, 2018. We have 5 applications as of today and hope to get more. The interviews will take place on Feb. 15-16 so that a recommendation can be ready for the board meeting on Feb. 22, 2018.

The interview panel will be: Brian, Dan, Marv, Dave Mussell. Marie asks to be part of the interview panel.

MOTION: Robert E moves to going on camera at 2:08; Marcel seconded. Carried. Marie leaves the room.

MOTION: Robert E moves to come out of camera at 2:25, Marcel seconded. Carried. Marie re-enters the room.

Marie can observe the interviews and give her recommendation to the panel in regard to work ability and vibe of the candidates.

An exit interview is suggested for Jason. There should be a previously used form on the Onedrive for this. It would be helpful for the AWC to receive Jason's constructive criticism.

ii. Outreach Coordinator – Probation Period Completed

Marie has completed her probation period and her performance evaluation. Marie is now permanent staff.

e. IWMP Committee Report

Committee members: Greg, Janice, Dan, Brian, Robert H and Marcel.

i. Next Meeting Dates

Next meeting will be on Feb. 8th or 9th. First task will be to write the Terms of Reference.

3. Executive Director's Report

a. Financial Report

See treasurer report.

b. GOA Funding Update

Brian has received the application package. Jason has done the blunt of the work to get us ready for this years grant application. Brian and Marie will finish and submit the grant before the deadline on Feb. 20, 2018.

Environmental Damages Fund

We applied for a EDF grant in July 2017 and have not heard back from the EDF yet. Mark Spoffod was suggested as a resource person in case we are successful in our grant application.

c. Outreach Coordinator

MOTION: Tim moves to support board members to travel to the municipal council presentations Marie is doing in the next 3 months. Marcel second. **Approved by consensus.**

With only one full time staff, Marie's role within the AWC has changed. She is now half outreach/administrative staff.

MOTION: Tim moves to authorize Executive Committee to contract support personnel, with advice from Marie, for Administrative, Outreach and Board activities. Robert E seconds. **Approved by consensus.**

4. Upcoming events board members might want to attend

a. Eco-trust Gathering, Creating the Future, Calgary, March 8-10, 2018

Three-day conference in Calgary. Board members have attended in the past. Potential attendees: Brian, Marcel, Cleo, Tom. Marie will attend as staff.

After attending the event, each board member is to submit a one-page overview of what they learned, who they meet and what has the most important take-home message.

b. World water day, the answer is in Nature, Edmonton, March 22, 2018

Evening event in Edmonton.

MOTION: Tim moves that 4 members of board can attend the Eco-trust gathering in Calgary and World Water day in Edmonton. Marcel second. **Approved by consensus.**

5. Membership Discussion

Postponed to the next meeting.

6. Collaborations and Event Updates

a. WaterSMART Athabasca River Basin (ARB) Initiative. January 25, 2018

Brian and Marie attended the meeting on behalf of AWC. Dan Moore and Janice Linehan attended the meeting as representatives for their industry's. Jason has attended these meetings; the last (of 8) is on March 14, 2018. Brian gave an overview of the project and the 12 strategies. The project accepts comments until Feb. 5, 2018. Brian circulated his proposed comments.

MOTION: Robert E moves that Brian can submit his comments as notes. Cleo seconds. **Approved by consensus.**

b. Sundog and Pelican Renewable Generating Projects

Two run-of-the-river hydro-electric projects on the Athabasca river are in public hearing until Feb 9, 2018. There are other ways to get electricity out of the river (200ft fall in Alberta) that requires no dam or very little infrastructure. Tom offers to go to the office in Calgary and ask for more information on the matter. He will then circulate it to the board.

c. Alberta Energy Regulator—Area-Based Regulation

Nothing to report.

d. Baptiste and Island Lakes Stewardship Society (BAILS)

Bails have their AGM Saturday Feb 3, 2018. The board is invited to join.

e. Stewards of Lac La Biche Watershed

The Stewards of Lac La Biche is working towards a watershed management plan.

7. Next Meeting – set the next 2 board meetings and AGM dates.

Board meeting: Feb 22, 2018. Teleconference.

Board meeting: March 15 – 16, 2018. Lac La Biche. Potential Indigenous training workshop by Donna Webster.

Board meeting: May 10, 2018. TBD.

AGM: June 16, 2018. Location suggestions: Westlock or Fort MacMurray. It could be combined with a visit to Suncor's facilities close to Fort MacMurray.

8. Roundtable Discussion

Nothing to report.

9. Adjournment – 3:00pm

MOTION: Tom moves to adjourn the meeting. **Approved by consensus.**

Brian adjourned the meeting at 4.07pm



**Board of Directors – Draft Minutes
9am – 10.30am, February 22, 2018
Teleconference
Software Zoom**

Attendance: Marcel Ulliac, Tom Weber, Robert Holmberg, Dan Moore, Greg Piorkowski, Abdi Siad-Omar, Marv Fyten, Tim Polzin, Brian Deheer, Cleo Reece, Marie Breiner (Outreach coordinator)

Regrets: Janice Pitman, Janice Linehan, Robert Esau, Robert Gjandjambe, Larry Armfelt, Morris Nesdole, Terry Sheehan.

Thursday, February 22, 2018

1. Call to Order: 9:00am

Brian called the meeting to order at 9.08 am.

2. Welcomes and Introductions

General introductions were exchanged.

3. Review and Approval of Agenda

MOTION: Tim moves to approve the agenda as is. Marv seconds. **Approved by consensus.**

4. Approve Board Meeting Minutes: February 1-2, 2018

The approval of the minute is tabled to next board meeting.

5. IWMP Committee Report

a. Finalizing committee members

IWMP committee members: Brian Deheer, Robert Esau, Janice Pitman, Dan Moore, Marv Fyten, Greg Poirkowski and Marcel Ulliac.

6. HR Committee Report

a. Executive Director Hiring Update and candidate recommendation

Brian has produced and circulated a report on the interview process and the candidates. The long process has been a hindrance for the hiring process; the two top candidates had accepted other work when Brian approached them with a job offer.

The interview panel has two recommendations; to continue looking and to invite the third place candidate to function as an interim Executive director until a suitable Executive director can be found. This candidate has limited experience, but to prevent an executive burn out, a manager/Interim Executive director is needed, and this person has manager experience. It is suggested that this person be hired on a contract basis with a two week term and specific tasks appointed to him. The tasks could include municipal presentations, Year-end reporting and management of current staff and contractors.

Other tasks can be written in to the contract. Marcel suggest reaching out in his network and potential using a hiring firm to find a suitable candidate.

General discussion about what is needed in a Executive Director. Points mentioned includes: Strong leadership skills, clear vision of the future direction of AWC, manager experience, science background (but not required), relocation to Athabasca.

MOTION: Tom moves to keep recruiting online for the position of the Executive Director with an open-ended advertisement until a suitable candidate is found. Marcel seconds. **Approved by consensus.**

MOTION: Marcel moves to invite the above individual to be Interim Executive Director on a contract basis until a suitable candidate is found. Cleo Seconds. **Approved by consensus.**

MOTION: Tom moves to grant the interview panel power to make the final hiring decision. Greg seconds. **Approve by consensus.**

b. Compensation

i. Interview panel

MOTION: Tim moves to pay the interview panel honorariums and cover the travel expenses they may have had regarding the interview process. Tom seconds. **Approved by consensus.**

ii. Staff working on weekend/Stat holidays

MOTION: Tim moves to graft a minimum two-hour time slot when staff is asked to work on the weekend or Stat holidays. Marv seconds. **Approved by consensus.**

c. Zoom software

The discussion about Zoom is tabled to next board meeting.

7. Roundtable Discussion

8. Adjournment – 10.30am

Tom moves to adjourn at 10.12am.



**Board of Directors – Minutes
March 15 – 16, 2018
Kinsman Hall, 10204 – 102 Ave
Lac La Biche, AB**

Present: Randi Dupras, Molly Fyten, Marv Fyten, Dan Moore, Janice Pitman, Brian Deheer, Marcel Ulliac, Robert Holmberg, Marie Bay Breiner, Greg Piorkowski, Wally Peters, Tim Polzin, Cleo Reece, Robert Esau, Bruce Jackson, Larry Armfelt, Tom Weber

Thursday, March 15, 2018

1. Call to Order:

Brian Deheer called the meeting to order at 9:37am

2. Welcomes and Introductions

Guests Wally Peters, Randi Dupras, Molly Fyten were welcomed to the meeting.

3. Review and Approval of Agenda

Additions to the current agenda:

12a. Review of current strategies, operation plans (Marv Fyten)

12b. Lesser Slave Lake Watershed Council – April 19, 2018 Watershed 101 Conference Robert Esau

12c. Alberta / Athabasca River Basin Initiative - Dan Moore

Motion: Move by Larry Armfelt; Seconded by Tom Weber: the Agenda be approved as amended.

Motion Carried by Consensus

4. Approve Board Meeting Minutes: February 1st and 22nd, 2018

Tabled to next board by Brian Deheer

5. Business Arising - none.

6. Interim board member applications to fill vacancies

7. Executive Committee Reports (10:15 - 11:15)

a. Report from the Chair

b. Report from the Vice-Chair

Nothing to report but will speak to the ARBI initiative under 12c.

c. Report from the Treasurer

Financial update – request to AEP for \$300K minus surplus of \$40k: anticipated \$260,000.

Reminder to please get any expenses or honorariums in today or tomorrow for year-end.

Discussion points:

- Recommendation from govt rep r: watershed planner – explain that this position is required not just on IWMP but also to work with other groups (e.g. Baptiste and Island Lake, Lac la Biche, etc)
- Note that the Lower Athabasca Regional Land Use Plan is under review
- The County is waiting for regional plans before changing any bylaws

- Who is doing what in the region? Questions of authority and how to plan together – some confusion on governance in the region.

d. Report from the Secretary

i. Accept minutes from previous EC meetings

Brian moved to table the EC meeting minutes to next board meeting

Motion to accept the verbal report RE: appointing Marcel - / motion carried.

8. Committee Reports (11:15 – 12:00)

a. Technical Committee Report

b. C&CE Committee Report

i. SOW Summary and Open House Update Marie

Marie provided copies of the SOW report to the board. She also provided dates for the SOW Open Houses scheduled for Tue March 20 Edson; Wed March 21 in Westlock; and March 28 in Fort Mc Murray. Marie also noted she has been invited to present to a number of municipal councils to speak on the AWC, the SOW report, etc.

c. Finance and Fundraising Committee Report

Tim raised the issue of paying honorariums to Board Members for attending meetings external to the organization. He moved that the AWC pay honorariums for members to attend the Eco Trust Gathering and World Water Day event

Motion Carried

Motion to pay honorariums for external events. Tabled for Review: Finance Committee to establish a policy.

Tim / Cleo moved to pay cell phone charges for Brian on Hiring Committee HR

Motion Carried

d. HR Committee Report

The committee recommended updating staff overtime policy such that 1 hour of banked overtime becomes 1.5 hr. Changes will be made to the Employee Handbook. Safe work place practices need to be included in the Employee Handbook.

Lunch Break (12:00 – 1:00)

e. IWMP Committee Report

Brian reported the group met and will continue to advance the plan. The committee will use material from the Watershed Governance Model to guide its' work. The Board discussed how the Athabasca is a large watershed – it is a challenge to manage the entire area: might break down by sub- or tertiary-watershed. Might also look at themes such as drinking water, water quality, dissolved oxygen, etc. Dave Mussel supported the IWMP committee in better understanding the inter-relationship to governance and policy development as to where / how the integration happens in Alberta, management of data, how is it measured, intentional use and access, etc.

9. Executive Director's Report (1:00 – 1:30)

Motion: Marcel and Robert to accept the written report of interim Executive Director, not able to attend today. Motion Carried by consensus.

10. Memberships (1:30 -1:45)

A discussion was had regarding membership and procedures to maintain the membership list. Is the onus on the member to renew their membership on a yearly basis and who and how would that information be managed by? How is "corporate membership" different from the individual member? Other points in the discussion included

- Data management of the records and length the name remains on list.
- Need to reaffirm 30 days before an annual meeting?
- Membership update renewals and how are members notified?
- Newsletter communication frequency to inform membership of activities and opportunities to participate in the work of the WPAC Society.
- The WPAC already has a MailChimp account which can be set up so people no longer wanting to remain as members can opt out via on-line notices.

Communications and Outreach committee will review and propose processes and changes regarding membership status.

11. Collaborations and Event Updates (1:45 – 2:00)

A. A member asked if the various plans (strategic, financial, workplan, board terms of reference, etc.) and committees (e.g. Technical, Communications, etc.) of the board were coordinated to work together effectively? A reminder was made that there are protocols when speaking on behalf of the AWC-WPAC – we are not a lobby group but rather a forum for different perspectives to be shared. We are guided by the Water for Life strategy.

B. Lesser Slave Lake – Inn and Conference Center April 19, 2018 Watershed 101. www.lswc.ca
https://d3n8a8pro7vhmx.cloudfront.net/lswc/pages/1/attachments/original/1518799356/LSL101_april_19th.jpg?1518799356

C. Alberta / Athabasca River Basin Initiative - Dan Moore spoke to the process used by Alberta Water Smart project on the Athabasca River Watershed.
<http://www.albertawatersmart.com/featured-projects/collaborative-watershed-management.html>

12. Next Meetings (2:00 – 2:15)

- **Board of Directors Meeting:** May 10, 2018 Athabasca
- **Annual General Meeting of the AWC-WPAC Society:** Discussion of the AWC AGM to be 3rd Saturday in June and the locations considered; Westlock or Ft McMurray. It was noted Ft. McMurray First Nation would be holding Treaty Days on June 15 and 16 at Gregoire Lake Treaty Grounds (Indian Beach). Motion Tom Weber / Robert Esau to hold the AGM – for AWC-WPAC in Ft. McMurray on June 16th at 9:30 AM AGM Organizing committee volunteers include Marcel Ulliac, Brian Deheer, Cleo Reece and Tom Weber.
 - **Motion carried by consensus.**
- **WPAC Summit:** June 19 – 22, 2018 in Peace River

13. Roundtable Discussion (2:15 – 3:30)

- Marv – suggested we develop more communication with the provincial government to ensure our role to advise and the connection with government was effective
- Robert H. – has approximately 400 images and will soon have up to 1000 pictures with public access at Athabasca University. The photos can be used by persons and groups for highlighting features of the watershed stewardship groups.
- Marcel – expressed keen interest in going to the Alberta Municipal Affairs workshop upcoming in Athabasca to gain understanding the governance integration processes currently being developed and proposed.
- Greg - The department identified the ongoing need for Community based monitoring. He also noted that the Watershed Resilience and Restoration Program (WRRP) is providing funds to groups for flood and drought mitigation work including riparian assessment and restoration - applications due in October. Growing Forward 3 funding has also been renewed. Finally, there is some funding going to research on ghg emissions from agriculture to understand the small creeks and landscape management within a watershed (e.g. Pine Creek in Amber Valley region).
- Tom / Larry – no updates.
- Dan - Interested in looking at small creeks after a fire – and what happens for source water in the watershed – perhaps support a project in the region on something.
- Robert E. – no update
- Cleo - Noted that the Site C dam (for hydroelectricity generation) discussions are ongoing. The Bennett Dam upstream of Site C affected muskrat populations in the Athabasca Delta when it was built in the 1970s. She also noted that Treaty Days in Fort McMurray is happening in June.
- Tim – has some ideas about marketing the WPAC to outside organizations via conversations and trade shows, etc. Wondered if there were any grants from other organizations to help with the work we can do.
- Molly – noted World Water Day – Earth Day in April – Environmental Services introduced to Agricultural services at the County to connect the riparian to watershed. June 28 – 2018; July 06 – Aug 17 every Friday, Waste reduction week in October. How to connect municipalities representations connection to the AWC WPAC such as forums – board representative - Pembina Zone of the AUMD Committees. Saving money or helping the local councils what is the (value) we are providing to others in the basin??
- Randi - glad to be in the gathering where he gained insight and understanding.
- Janice – provided an update on Pine Creek
- Brian – provided an update on Lac La Biche watershed Stewardship

Recess at 4:00 pm. Members reconvened for dinner at 5:30 pm. Following dinner, the keynote speaker for the evening was Board Member Robert Holmberg, with a presentation on the history of the Athabasca watershed. Additionally, Marie Bay Breiner (Outreach Co-Ordinator) shared her presentation to municipalities on the work of the AWC. Marie asked for feedback in order to improve future presentations.

Meeting continued March 16

Donna Webster from the Lac La Biche Canadian Native Friendship Centre provided a day long workshop in Indigenous History for the board and staff.

Motion to Adjourn the Meeting was made by Dan Moore at 3:58 pm

Report of the Interim Executive Director: March 1 – May 10, 2018

With Jason Ponto leaving for a new opportunity, the Executive Director Position of the Athabasca Watershed Council (AWC) was vacant as of January 22, 2018. A search for a suitable candidate resulted in several interviews, but did not result in the position being filled as of February 22, 2018.

To assist with managing its workload, the AWC hired Petra Rowell on March 1st as Interim Executive Director to serve for a period of time, until the ED position could be filled with a suitable permanent candidate. Within the contract, a number of tasks were identified as per the list below.

Executive Director Priority Tasks and Status:

Assignment	ED Tasks Completed to date:	
1.0 Support the Board and its Committees	Board	<p>Updated board and committee contact list.</p> <p>Confirmed logistical details, drafted March 15-16 agenda and sent out to Board. Provided a brief written ED report as unable to attend.</p> <p>Organized agenda and logistics for May 10 board meeting in Athabasca including editing minutes, conducting a board effectiveness survey, etc.</p> <p>Conducted a review of other WPAC membership policies for board consideration.</p>
	Executive	Participated in Executive Videoconferences March 1, March 12, April 5, May 4. Took notes and assisted with preparing minutes.
	HR Committee	<p>Added text to the Employee Handbook to address safe work environment, overtime, etc.</p> <p>Conducted an exit interview with Jason Ponto.</p>
	IWMP Committee	Organized logistics and materials for the May 4 IWMP Committee meeting in Athabasca. Drafted a conceptual IWMP Process and meeting minutes.
	Finance	<p>Drafted a letter to AEP explaining why we need a planner position.</p> <p>Participated in April 4 F&FR Committee videoconference.</p> <p>Working on a 2017-18 Annual Report to be completed by June 30, 2018 in time for submission to AEP, as well as for reporting at the June 16 AGM.</p>
2.0 Coordinate Staff / Projects	SOW publication and Public Release Events	Assisted the Outreach Coordinator Marie Bay Breiner, as well as the Communications and Outreach Committee, for much of March to print and publicly release the SOW report at three open house events. Produced a flyer, display materials, a PowerPoint, talking/media notes, etc. See the separate SOW Open House report for more details.
	General office	File (hard copy and electronic) clean up

3.0 Undertake Outreach and Engagement Activities		Sat in on a meeting with Doug Frost, Long and Narrow Lakes initiative. Shared activities of the AWC with the Alberta Water Council.
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In early May, after running a second job competition, a permanent ED was hired and will start in their new position approximately mid-May. In order to overlap positions and provide continuity to operations, Petra will continue to work for the AWC until June 30.

**Athabasca Watershed Council
May 10, 2018 Board Meeting**

Committee Reports/Updates Received by May 7, 2018

HR Committee

- See minor revisions to the Employee Handbook

Finance and Fundraising Committee

- In 2017-18, the Finance and Fundraising Committee, under Chair Tim Polzin, revised the original Financial Expenditure Policy.
- At the April 4th 2018 meeting, Marcel Ulliac took over as Chair.
- In the new fiscal year, the Committee looks forward to investigating charitable status, several grant programs, and greater support from municipalities and other sectors.

AGM Committee (Executive)

- The AGM Committee successfully organized the June 2017 AGM.
- Planning for the 2018 AGM is well underway with details coming out next week
- Board members are reminded to check their term end dates. Nomination forms will be sent out in the next week or so.

Technical and IWMP Committees

- 2017-18 was a big year for the Technical Committee and its work to complete a summary state of the watershed document.
- This Committee is now going to be combined with the IWMP Committee.
- See the IWMP Concept Document

Communications and Community Engagement Committee 2017-18 Highlights

- See the State of the Watershed Open House Report
- See the Membership Policy Review Report

Board Member Event Attendance Reports

MARCEL ULLIAC ATTENDANCE @ WORLD WATER DAY EVENT, MARCH 22, 2018, EDMONTON

What did the attendee learn?

World Water Day was designated by the United Nations in 1992. It is an international day held as a means of bringing awareness to the importance of freshwater and advocating for the sustainable management of freshwater resources. There is an urgent need to address forward-thinking solutions on freshwater issues; we cannot be reactionary in our approach.

Who did the attendee meet?

Representative (Billie Milholland) from the North Saskatchewan Watershed Alliance. She offered to meet with the AWC or the AWC IWMP Committee to talk about the approach they took in preparing the IWMP for the North Saskatchewan River (in Alberta) as a way to assist us in our undertaking.

Abubakar Waraich Project Engineer - Associated Engineering who is involved in assessments, pre-designs, detailed designs and construction management of various water projects located throughout Alberta.

City of Edmonton representatives involved in capturing data related to “climate change” and its impact on water.

What was the most important take-home message?

The importance of freshwater, which only makes up 4% of the overall world water resource, and the need to advocate for the sustainable management of freshwater resources, particularly wetland marshes which play a significant role in protecting that scarce quantity and resource.

Nature-based solutions have the potential to solve many of the water challenges we currently face. There is a need to do more with ‘green’ infrastructure (use of natural vegetation and environment) and harmonize it with ‘grey’ infrastructure wherever possible. Planting new forests, reconnecting rivers to floodplains, and restoring wetlands will help rebalance the water cycle and improve human health and livelihoods.

**MARCEL ULLIAC ATTENDANCE @ AB. MUNICIPAL AFFAIRS MUNICIPAL PLANNING WORKSHOP
APRIL 11, 2018, MULTIPLEX CENTRE - ATHABASCA**

What did the attendee learn?

The daylong “planning” session focussed on the legislated requirement for municipalities who’s land boundaries physically touch one another, whether it is rural – rural, urban – rural or urban – urban, to develop an “Inter-municipal Collaboration Framework (ICF)” and an Inter-municipal Development Plan (IDP)” by April 1, 2020. It also provides (not legislated) the opportunity for municipalities to develop a similar framework and plan with First Nation Reserves and / or Métis Settlements, which are physically located within the respective municipal boundaries, however are separate entities that are not governed under the Municipal Government Act.

The workshop provided an insight as to the lack of inter-provincial department coordination as it relates to other plans that are required (IE: WPAC - IWMP resulting from the Water For Life Strategy that is led by the GoA – Alberta Environment and Parks)

There was also recognition by some of the various municipalities in attendance (IE: LLB County) as to the need to include “environmental protection” as one of the desired outcomes resulting from the collaboration between municipalities.

In preparing their ICF and IDF, municipalities are bound by the Alberta Land Stewardship Act regional plan (IE: Lower Athabasca Regional Plan).

Who did the attendee meet?

Approximately 30 representatives from various rural and urban municipalities that are situated either within or between the Lac La Biche County, Athabasca County, Red Water, and the Municipal District of Opportunity.

Michael Scheidi – Manager, Intermunicipal Relations Municipal Sustainability, Municipal Affairs, Municipal Planning Services and Legislation Division
Shelly Der – Senior Planning Advisor, Municipal Affairs, Municipal Planning Services and Legislation Division

What was the most important take-home message?

There is a significant amount of “legislated” planning requirements that is required for municipalities to complete within the next two (2) years. Therefore they will be focussed on those legislated requirements.

External agencies (IE: Watershed Councils/Watershed Planning Advisory Councils) will need to be tactful and strategic in their approach in effort to secure buy in, support and inclusion of certain watershed initiatives as part of various inter-municipal development plans (IE: Environmental protection – Wetland preservation, riparian projects, etc).

There is a need for the different provincial ministries to coordinate various planning efforts that impact at the “local level” in effort to ensure synergy and success.

The AWC / WPAC should request a joint presentation from representatives of Alberta Environment and Parks who is leading the “Water For Life Strategy” and Alberta Municipal Affairs who is leading the Inter-municipal Collaboration Framework and Development Plan initiative.

WORK PHILOSOPHIES

1. **Business Code of Conduct**

1.1. Philosophy

The Athabasca Watershed Council (AWC-WPAC) is committed to operating at a professional level at all times and creating a work environment with high standards and integrity.

All AWC-WPAC members and staff are guided by our values:

- We value integrity, trust, and transparency.
- We respect all points of view.
- Water is a blessing and gift and is essential for environment, society, economy, and the spirit.
- We respect the environment and people.
- We believe in consensus decision making.
- We respect economic responsibilities.
- We value a high standard of achievement and conduct in the WPAC.
- We value ecological health as foundational to all life.
- We value timely responses to issues.
- We value and respect the communities, cultures, and knowledges of indigenous peoples in the Athabasca watershed.
- We value inclusivity.
- We value creativity, innovation, and organizational risk taking.
- We are responsible and accountable to all members, partners, stakeholders, indigenous peoples, and the general public.
- We are purpose driven.

1.2. Code of Business Conduct

The Code of Business Conduct applies to anyone who has a working relationship of any kind with the AWC-WPAC.

The Code of Business Conduct must be followed at all times while acting in any capacity as a representative of the AWC-WPAC, whether within normal business hours or not.

Employees must always:

- Carry out business dealings in a fair, consistent and honourable manner.
- Act with integrity and without any form of prejudice or favouritism.
- Consider the interests of the AWC-WPAC first in all business transactions.
- Make purchases on behalf of the AWC-WPAC without prejudice and at maximum value.
- Avoid using their connection with the AWC-WPAC or authority for any form of personal gain.
- Deal with utmost honesty and integrity and never participate in improper or questionable business practices.
- Comply 100% with all laws.
- Enter only into contractual obligations which are in the best interests of the AWC-WPAC.

3. **Harassment and Violence Policy**

3.1. Philosophy

The AWC-WPAC strives to provide all staff and visitors with a safe, healthy, respectful and pleasant working environment. No form of violence, aggression or otherwise inappropriate behaviour is tolerated.

3.2. Definitions

Harassment is any unwanted physical or verbal conduct that offends or humiliates an individual. Such conduct can interfere with a person's ability to do a job or obtain a service. Harassment is a type of discrimination. It can take many forms, such as:

- Threats, intimidation, or verbal abuse;
- Unwelcome remarks about a person's sex, race, religion, disability or age;
- Displaying sexist, racist or other offensive pictures or posters;
- Sexually suggestive remarks or gestures;
- Inappropriate physical contact, such as touching, patting, pinching or punching;
- Yelling, screaming, swearing or similar behaviour aimed at intimidating, frightening, coercing or offending those at whom it is directed;
- Physical assault, including sexual assault.

Harassment can consist of a single incident or several incidents over a period of time.

Aggression or violence is any occurrence in which an Employee is mentally or physically molested, threatened or attacked during or in direct connection with the work.

If any Employee feels they are a victim or witness of harassment, aggression, violence, bullying or otherwise inappropriate behaviour in the workplace or during work related activities, please contact the Administrator immediately for assistance. If an Employee is not comfortable contacting the Administrator, the AWC-WPAC President or other Executive Committee member may be contacted. Any report of this nature will be taken seriously and will be documented. Depending on the degree of seriousness of the situation, the Employee may choose and/or be directed by the AWC-WPAC to report the offence to the R.C.M.P. In such cases, the law will always take precedence over any in-house disciplinary action.

Upon being informed, the Administrator or member of the Executive Committee will assure that the complaint is investigated fairly and confidentially, and that it is resolved promptly and effectively.

All actions taken through internal investigations must be conducted impartially, consistent with the needs of the investigation, and to the extent possible, will be handled confidentially. The Employee will be advised of the findings and conclusion. Any other Employee who is found, after an investigation, to have engaged in harassment of another Employee will be subject to appropriate disciplinary action up to and including termination of Employment.

PAY AND PROGRESS

14. Hours of Work and Overtime

14.1. Philosophy

The Athabasca Watershed Council promotes a healthy work life balance but does recognize that sometimes it is necessary for Employees to work overtime. It is important that Employees eligible for overtime are compensated fairly by being given time off for any overtime they work.

14.2. Hours of Work

The AWC-WPAC staff generally work 7.25 hours per day (08:15 a.m. to 4:30 p.m.); five (5) days per week. The AWC-WPAC covers two fifteen (15) minute breaks in those hours with a one (1) hour unpaid lunch break.

If staff are required to work on a weekend (Saturday or Sunday) or a general holiday (as listed in section 18.1), they will be paid a minimum of two hours.

14.3. Overtime Definition

Overtime is defined as hours worked over 7.25 hours per day or 36.25 hours per week, whichever is greater.

If there is a need for overtime to be worked by staff, it must first be approved by the Administrator or Executive Committee. Unapproved overtime may not be paid, unless it was unreasonable or impractical to obtain prior approval in the circumstances.

14.4. Acting Incumbency Pay

The AWC-WPAC will compensate an Employee asked to take on the responsibilities of a more senior staff member for a minimum of five (5) consecutive work days or more, during which time they may also be required to perform some of the duties of their regular position. On completion of the minimum five (5) day qualifying period in an acting incumbency position, an Employee shall be eligible for acting incumbency pay for the total period of acting incumbency, including the five (5) day qualifying period. These provisions shall not apply where an Employee is designated only minimal extra duties.

When an Employee has been duly appointed to act on behalf of a more senior staff member, they shall be compensated at an additional rate of ten (10%) above their regular rate of pay for the incumbency period.

14.5. Time Off in Lieu

As general policy the AWC-WPAC intends to limit overtime payments. Employees are granted Time Off in Lieu instead. All Employees are required to execute an overtime agreement that sets out the terms and conditions of this arrangement. As per revisions to the Alberta Employee Standards Code as of January 1, 2018, each banked hour of overtime shall count as 1.5 hours of time-off-in-lieu.

Overtime is not payable, nor is Time Off in Lieu provided for any Employee who works in a managerial or supervisory capacity, or who is otherwise exempted from overtime by operation of the *Employment Standards Regulation* (Alberta).

Athabasca Watershed Council - Board Member Terms			
Seat	Name	Start Term	End Term
Aboriginal	Cleo Reece	2017	2019
Aboriginal	Robert Grandjambe	2017	2019
Aboriginal	Vacant	Seek nominations for	2018
AEP Representative	Abdi Siad-Omar	Appt. 15 May, 2016	NA
Agriculture	Terry Sheehan	2017	2019
Agriculture (Small Producer)	Janice Pitman	2016	2018
Forestry	Dan Moore	2017	2019
Health and Environment	Brian Deheer	2016	2018
Health and Environment	Marv Fyten	2017	2019
Member-at-Large	Tim Polzin	2016	2018
Member-at-Large	Tom Weber	2017	2019
Mining and Utilities	Vacant	Seek nominations for	2018
Municipal (Upper Basin)	Robert Esau	2017	2019
Municipal (Middle Basin)	Larry Armfelt	2016	2018
Municipal (Lower Basin)	Marcel Ulliac	Appt. 1 Feb, 2018	2018
Oil & gas	Janice Linehan	2017	2019
Provincial/Federal Government	Greg Piorkowski	Appt. 16 Nov, 2017	2018
Research and Academia	Robert Holmberg	2017	2019
Stewardship	Morris Nesdole	2016	2018
Stewardship	Vacant	Seek nominations for	2018

Membership Review for the Athabasca Watershed Council

Other WPACs:

Mighty Peace Watershed Alliance	Nothing online about memberships but newsletter is posted online for anyone to access.	
Beaver River Watershed Alliance	Membership in LICA (parent organization) is free; sign up is online, adding the member to their mailing list.	https://lica.ca/membership-form/
Lesser Slave Watershed Alliance	Ditto	https://www.lswc.ca/contact_us
North Saskatchewan Watershed Alliance	Must support vision and mission to become a member. Fill-able form online; adds member to the mailing list and gives them a vote.	http://www.nswa.ab.ca/content/membership
Battle River Watershed Alliance	No membership online but can subscribe to newsletter.	http://battleriverwatershed.ca/newslettersignup
Red Deer River Watershed Alliance	Must renew free membership annually online. Two categories – individual and organization – must support vision and mission. Members receive newsletters, one vote, etc.	http://www.rdrwa.ca/node/225
Bow River Basin Council	Several categories of membership available free online (but can voluntarily donate a fee amount).	https://brbc.ab.ca/join-us/membership/become-a-member
Oldman Watershed Council	Must agree to principles to be a member and must renew free membership annually.	http://oldmanwatershed.ca/membership/
South East Alberta Watershed Alliance	Free membership online, must support principles.	http://seawa.ca/about-seawa/membership/
Milk River Watershed Council	Free membership available online; must be renewed annually. Different classes for residents and non-residents.	http://www.mrwcc.ca/index.php/get-involved/membership-information/

Decisions needed:

Issue:	Other WPACs:	Recommendation:
Cost	Most are free: one encouraged a donation.	Continue to make it free and encourage a donation as is currently on our website.
Renewal	Most are one time sign-up. A few required annual renewal.	Make it one-time sign-up but provide instructions to unsubscribe from notices and/or to remove your name as a member.
Requirements	About half stated the requirement that members must support vision, mission etc.	Retain as currently is on our website.
Residency requirements	Some state that anyone can be a member (including outsiders); some limit members to people that live, work or play in the watershed; one had two categories: voting residents and non-voting participants	Keep as is; anyone that supports the AWC vision, mission, etc
Categories	Most have individual and organizational categories	Retain as is.
Benefits	<ul style="list-style-type: none"> - name goes on mailing list for all mail outs - can vote at AGM - can become a director - can participate on committees 	Retain as is.
Other?		

Overall: suggest we keep our bylaws as is but need to do a mechanical clean up of our current membership list; then need to verify the names on it (do an email send out with a notice to confirm membership); need to ensure that only members are receiving the newsletter (its a perk of membership) and then need to make sure there is an easy way for a person to unsubscribe and cease being a member.

Report on the Athabasca Watershed Council – State of the Watershed Open Houses

The AWC Technical Committee finalized the State of the Athabasca Watershed report (a summary of five previous technical reports) prior to March 1, 2018. In the first part of March, Marie Bay Breiner, Outreach and Education Coordinator, with directions from the Communications and Community Engagement Committee, oversaw the design and layout and printing of the document.

To celebrate its completion, Marie, with assistance from Petra Rowell (Interim ED), organized materials and logistics for three SOW open house events. Marie also used a number of tools to advertise the events including providing a flyer to Board Members to distribute to their networks; advertising on the website and Facebook, and directly contacting stewardship groups and other contacts.

The first event was at the museum in Edson (Upper Watershed) on March 20. Attendance at this event was about 15 people. There was excellent representation from several town councillors (which Marie had previously presented to at a town council meeting). There was also a number of individuals representing the recreational (canoeing, fishing) sector. Finally, a reporter from the *Edson Leader* also attended (see article attached at the end of this report). Brian Deheer was the only AWC Board Member to attend.

The second event was held March 21 at a country hall just west of Westlock (Middle Watershed). This event had few attendees (9), but this figure does include a reporter. It also included several AWC Board Members (Brian Deheer, Cleo Reece, Robert Holmberg, Terry Sheehan and Marcel Ulliac.)

Finally, the third event was held in Fort McMurray (Lower Watershed) at Shell Place on March 28. This event also had very low attendance (6) however Brian and Marie 'took it to the streets', distributing our stickers and chatting to about two dozen folks at the arena entrance. Some topics raised by attendees at this event included the status of the Clearwater as a Heritage River, as well as the research and collaboration interests of the local Keyano College.

At all three events, a survey was used to capture attendees thinking about a variety of issues. Nine surveys were filled out and answers are summarized in Appendix 1 below. During the event, to facilitate staff and board members responding to reporters and other enquiries, a set of speaking notes were developed (Appendix 2).

Overall, the open houses were organized in a very short timeframe, and would have benefitted from a longer planning period, with more time for advertising and soliciting attendees. However, much was learned from the process and this information can be utilized at future events.

APPENDIX 1. SOW OPEN HOUSE QUESTIONNAIRE – RESULTS SUMMARY

1. How did you hear about this event?

- Website
- Facebook (4)
- Twitter
- Email (6)
- Poster
- Other? - word of mouth

2. Are you familiar with the work of the Athabasca Watershed Council?

- No, never heard of them. (1)
- A little, heard the name. (3)
- Somewhat, get the newsletter or check the website. (2)
- Yes, participated in previous events. (4)
- Other?

3. What do you think about the state of water quality in the Athabasca watershed? Do you feel you have access to safe, secure drinking water?

- Yes. (5)
- No. (2)
- Not sure. (2)
- Comment?
 - Some is very good, some suspect.
 - The river is getting better and better.

4. What do you think about water quantity in the Athabasca watershed? Do you think we have reliable quality supplies for a sustainable economy, now and in the future?

- Yes. (3)
- No. (2)
- Not sure. (4)
- Comment?
 - Not sustainable use; depends how we use in the future
 - Depends on use (mining, fracing, pulp mills, many land uses)
 - Talking to people who lived on the river and paddled it, it used to be bad at one time, better now.
 - Need more research on security, sustainability

5. What do you think about aquatic ecosystem health in the Athabasca watershed? Are there elements, like fish, wetlands or lake management that need further investigation?

- Pretty good. (3)
- There are problems. (4)
- Not sure. (1)
- Need to look more at (fill in the blank):
 - Riparian fragmentation, protect the floodplain
 - hanging culverts (2),
 - lack of regulation and prevention
 - cumulative sedimentation; soil erosion and the darkening of the waterways
 - many land uses
 - Clearwater as a Heritage River
 - Need to keep buildings away from the banks of the river

6. Is there anything else you would like to tell us about water in your area or about the Athabasca watershed in general?

- Need long term plan to regulate, monitor, enforce, and negotiate repairs

7. What is the best way to engage you in future discussions about the Athabasca watershed?

- Emails. (4)
- Social Media. (5)
- Surveys. (1)
- Open Houses (3)
- Other? (Fill in the blank) (1)
 - Keep providing information

8. What topics do you think should be included in a watershed management plan for the Athabasca watershed (check all that apply)?

- Water quality (7)
- Drinking water (5)
- Water quantity (5)
- Water conservation (5)
- Other?
 - Ecosystem protection and water management is a priority
 - All are important.
 - Involve oil spill co-ops in community access points on the rivers. They update these every three years and all spill response points are recreational access but not documented well, especially downstream of Whitecourt.
 - Amount of water Fort McMurray takes from the Athabasca river?
 - Keeping buildings away from the banks of the river.
- Aquatic ecosystem health (7)
- Fisheries (6)
- Wetlands (7)
- Riparian area management (6)

APPENDIX 2 – SOW OPEN HOUSE SPEAKING NOTES

Athabasca Watershed Council *State of the Watershed Summary Report Release* Key Messages – March 19, 2018

What are you announcing today?

- Today, the Athabasca Watershed Council is pleased to announce the release of its *State of the Athabasca Watershed: Summary Report 2018*.
- The Athabasca Watershed Council (AWC) is a multi-stakeholder, not-for-profit society, formed in 2009. As such, it is guided by its vision and mission, as outlined in the report.
- The AWC is also a *Watershed Planning & Advisory Council (WPAC)* designated under the Government of Alberta's [Water for Life](#) strategy. The purpose of a WPAC is to work with its partners (including governments, industry, and non-government organizations) to see the realization of *Water for Life* goals in all of Alberta's major watersheds. *Water for Life* goals include:
 - Safe, secure drinking water,
 - Healthy Aquatic Ecosystems, and
 - Reliable, quality supplies for a sustainable economy.
- In working to achieve these goals, the AWC-WPAC has commissioned [several studies](#) to assess the health of the Athabasca watershed. They have also undertaken many outreach activities in order to hear about water issues from residents, communities and industry in the watershed. Learnings from these activities have now been summarized in the report being released today.

What did you learn about the State of the Athabasca Watershed in your work leading up to this summary report?

- The Athabasca watershed is very large and diverse (The watershed is described in detail in the [Phase I](#) report). Just as geography, communities and land uses are different throughout the watershed, so are water issues and conditions different from one area to the next.
- One way of looking at watershed health is to map cumulative land uses in one area, and compare it to another area. This gives a *relative* measure of potential pressures that *may* affect water quantity, water quality and aquatic ecosystem health. A number of land uses were mapped in the [Phase II](#) report. This information can be explored in the AWC-WPAC [Interactive Atlas](#). While some areas may have more pressure relative to other areas, this does not necessarily tell us the actual conditions in that place. It does tell us, however, where we might prioritize further work, such as water quality monitoring, to better understand local conditions.
- Taking a closer look at surface water in the Athabasca watershed, water quality was generally good where data existed for the period assessed (2007-2011). However, issues, such as nutrient enrichment, low dissolved oxygen, or the presence of certain contaminants does occur from time to time, in some areas. More about this can be found in the [Phase III](#) and [Phase IV](#) reports.

The Phase III report also describes how water quantity varies from season to season and year to year in the Athabasca, affecting water users.

- Overall, there is still much that is unknown about the Athabasca watershed and still much to learn. Fortunately, state of reporting is an iterative process that improves with each successive reporting period. The AWC-WPAC looks forward to continuing to contribute to this body of knowledge about the health of the Athabasca watershed.

What do you plan to do now that the summary report has been released?

- We look forward to travelling to events throughout the watershed this summer in order to share the findings and get feedback on the summary report with as many communities as possible.
- Additionally, at these events, we look forward to talking to attendees about the water issues in their communities. This information will help us move forward with our next task which is to develop an Integrated Watershed Management Plan to address water issues and to fill knowledge gaps such that we achieve the *Water for Life* goals in the Athabasca watershed.

What can people do to get involved in watershed management in the Athabasca watershed?

- Come to an AWC-WPAC event and talk to staff and Board Members about water in your area.
- Help us build a network of watershed stewards from the Athabasca headwaters to the delta by telling your friends and colleagues about us.
- Follow our social media and watch for opportunities to get involved via public events, surveys, presentations and other initiatives, particularly as we move forward with activities to improve our knowledge of the watershed, and to develop a watershed management plan.

How do we get copies of the report?

- Come out to one of our events, download it from our website, or call the office.

Contact Information

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5101 50 Avenue
Athabasca, AB T9S 2A8
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Email: admin@awc-wpac.ca
Website: <https://awc-wpac.ca/>
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Media enquiries can be directed to:

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Monday, April 9, 2018

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Athabasca
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reports and looks

Good Friday tradition





**No easy solution
to CN crossing
blockages**

A3



**Athabasca
Watershed Council
reports and looks
forward**

B12



Publications Mail Agreement No. 40010665



Ed Moore, Edson Leader

Edson and area residents help themselves to free pancakes and sausage at Yellowhead Koinonia Christian School on Good Friday. In the background is school Principal Jason Rand serving pancakes. Afterwards many of the breakfast crowd attended the non-denominational service.

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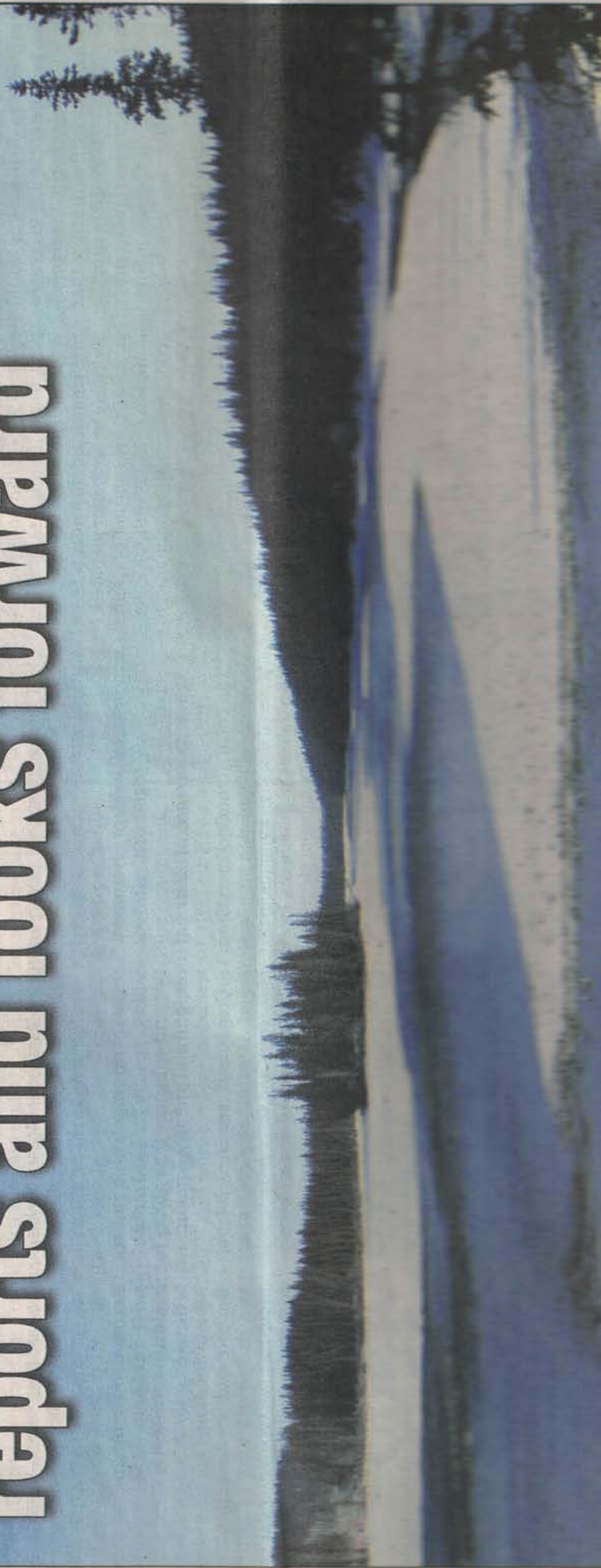
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Monday, April 9, 2018

Athabasca Watershed Council reports and looks forward



Athabasca water official reports and looks forward



The Athabasca River near Hinton as spring begins.

Ian McInnes

Athabasca Watershed Council reports and looks forward

Ian McInnes

The Athabasca Watershed Council (AWC) visited Edson and Hinton on Mar. 21 and 22 respectively to showcase its latest report, *State of the Athabasca Watershed: Summary Report 2018*. The AWC says it is also a *Watershed Planning & Advisory Council* (WPAC) designated under the Alberta Government's Water for Life strategy.

The full report can be downloaded from AWC's website at <https://awc-wpac.ca/>.

The report says, "There is a high or moderate cumulative watershed pressure within most of the Athabasca River basin that could result in impacts to the ecological condition of the watershed." Most of the watershed is under a moderate landscape pressure rating but the central area, including the Upper Athabasca, Central Athabasca, McLeod and Pembina sub-watersheds and the tertiary watershed near Fort McMurray are classified as being under high landscape pressure. Key pressures are listed as:

- Road density.
- Loss of vegetation.
- Seismic lines, pipelines.
- Loss of stream connectivity.
- Point-source pollution.
- Groundwater well density/withdrawals.

Impacts to the Upper Athabasca sub-watershed were identified as the Towns of Jasper, Hinton and Whitecourt discharging municipal wastewater along with three pulp and paper mills in Hin-



Ian McInnes

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and adaptive: an ongoing process of assessing watershed health, undertaking actions to address issues, and then monitoring to see if actions are having the

as well as who will do what to address such issues. Some areas of potential plan focus might include:

- Municipal source water protection planning (source
- Secondly, individuals can

The Athabasca Watershed Council would be happy to help out any groups forming in the Athabasca watershed. Come talk to us.

Q: Do you expect the watershed to flow through, With a growing number of people looking at the issues, things can only get better?

Q: Anything else that you

the report says, there is a high or moderate cumulative watershed pressure within most of the Athabasca River basin that could result in impacts to the ecological condition of the watershed." Most of the watershed is under a moderate landscape pressure rating but the central area, including the Upper Athabasca, Central Athabasca, McLeod and Pembina sub-watersheds and the tertiary watershed near Fort McMurray are classified as being under high landscape pressure. Key pressures are listed as:

- Road density.
- Loss of vegetation.
- Seismic lines, pipelines.
- Loss of stream connectivity.
- Point-source pollution.
- Groundwater well density/withdrawals.

Impacts to the Upper Athabasca sub-watershed were identified as the Towns of Jasper, Hinton and Whitecourt discharging municipal wastewater along with three pulp and paper mills in Hinton and Whitecourt discharging treated industrial water.

Key concerns include:

- Maintenance of surface water quality.
- Nutrient enrichment.
- Dissolved oxygen sag.
- Selenium contamination.
- Trace metals.
- Organic contamination.

We posed a few questions to Brian Deheer, board chair Athabasca Watershed Council

Q: In an ideal world what action would you like to see from government, municipalities and industry?

A: "The Government of Alberta's Water for Life strategy identified the need for a collaborative 'watershed approach' to water management. This approach is also iterative



Ian McInnes

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and adaptive: an ongoing process of assessing watershed health, undertaking actions to address issues, and then monitoring to see if actions are having the desired effect. To ensure this process is working, the best thing governments, municipalities, industries, Aboriginal communities, stewardship and other interested groups or individuals can do is keep coming to the table. That is, keep being a member of the Athabasca Watershed Council and keep supporting Council activities to better understand the watershed, and to work collaboratively to find solutions to water issues."

Q: What action is going to be taken?

A: "In 2018-19, the Athabasca Watershed Council looks forward to working with its partners to develop a Watershed Management Plan. This plan will lay out issues facing the watershed, as well as who will do what to address such issues. Some areas of potential plan focus might include:

- Municipal source water protection planning (source water is the raw water we draw and treat for drinking water - it's important to protect these sources from upstream impacts).
- Aquatic ecosystem health (what can we do to conserve wetlands, shorelines, fish habitat, etc.?).
- Water literacy (are we all speaking the same language when it comes to water?).
- Water conservation (how much water do we really need?).

Q: What can individuals do to help?

A: "There are many things individuals can do to help manage water and the watershed. First and foremost, individuals can get informed about their water supply. Do you know where your water comes from? How is that water treated?"

How much water do you use every day? Much of this information is available via the internet or your local municipality.

Secondly, individuals can think beyond their water supply and learn about the watershed they live in. Where does water originate (e.g. snowpack, rain, etc.)? How does it flow over the landscape? How do rivers, lakes, and wetlands store and release water over time? Much of this information is available in the Athabasca Watershed Council's website and state of the watershed reports.

And finally, if you are concerned about water in your area, think about forming a grassroots Watershed Stewardship Group to undertake actions like streambank restoration, plantings, education, and outreach events. There are many examples of stewardship groups working throughout the province.

The Athabasca Watershed Council would be happy to help out any groups forming in the Athabasca watershed. Come talk to us!"

Q: Do you expect the next report to portray a better situation or a worse one and why?

A: "Definitely better! Twenty or thirty years ago, we didn't think much about our water supply. There was lots of water and not that many users. Today, all sectors of society recognize that water is a precious resource to be managed carefully, particularly in light of future challenges around growth and development, cumulative effects and climate variability. Hence, there are numerous efforts by governments, industry, academia, communities and non-profit groups to improve our knowledge about water, as well as an inherent understanding that to manage water; we must manage the

watershed it flows through. With a growing number of people looking at the issues, things can only get better."

Q: Anything else that you wish to add?

A: "The Athabasca Watershed Council, a consensus-based, multi-stakeholder organization, is only as effective as the people who support it. If you have thoughts or questions about water management in the Athabasca watershed, we hope you will contact us via email, phone, or drop by our office in Athabasca. The coffee's always on and we're always open to hearing how we can improve as an organization and how we can better work to achieve our vision that the Athabasca watershed is ecologically healthy, socially responsible, and economically sustainable, from the headwaters to the Athabasca delta."

Athabasca Watershed Council
Conceptual Guide for an Athabasca Watershed Integrated Watershed Management Plan

The IWMP Committee met February 8 and again, May 4, 2018. From their discussions they have determined, at a conceptual basis, a path forward for developing an Integrated Watershed Management Plan (IWMP) for the Athabasca watershed. Note, however, that this plan will evolve over time, and may deviate from this conceptual document, if there is good reason to do so.

The Committee agreed to the following concepts to guide their work:

What is it? The IWMP will be a roadmap to guide the actions of the AWC and its partners in order to achieve our shared vision of the Athabasca watershed. The plan will also be a shared commitment and a collaboration that identifies who (responsibility, authority) will do what, why (rationale), by when, where, and how. The IWMP Committee will use the consensus approach to develop the plan.

Plan Content? The plan will answer the following five questions for several topic areas:

1. Where are we at today (what is the state of the watershed)?
2. Where do we want to be tomorrow (what is our vision of the watershed)?
3. What is standing in the way of achieving our vision (issues, gaps, etc)?
4. How will we achieve our vision (solutions, opportunities, strategies, actions)?
5. How will we know when we've achieved it (what are our performance metrics)?

General topic areas may include (but are not limited to):

- Surface and ground water quality (for source and treated drinking water, water for ag/industry, recreation, aquatic life, etc.);
- Surface and ground water quantity including flow/level, flow functions (scouring, channelization, transport, etc) and water use/ allocations;
- Aquatic ecosystem health (fish and other aquatic biodiversity, wetlands, riparian lands, flood plains, instream flow needs, etc.);
- Land cover and land use (from a point and non-point pollution point of view, cumulative effects, climate variability and mitigation, etc.);
- Integrating Policy, planning, and other tools (i.e. how we are managing the resource);
- Knowledge and Research (what do we know, where are there gaps, how will we fill); and
- Education and Outreach (how do we engage all in being good stewards of the watershed).

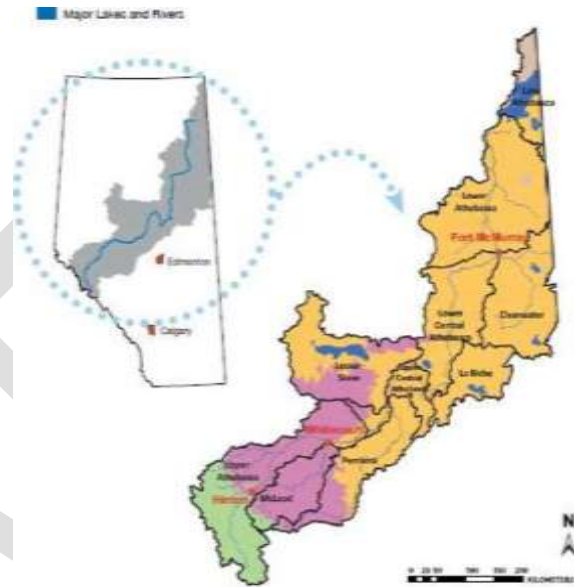
Where is it (what area does it apply to)? Continuing to promote a watershed approach as described under *Water for Life, Enabling Partnerships* and subsequent documents including the AWC's State of the Watershed summary and technical reports, the Committee agreed that the starting point for the plan is the Athabasca watershed (within Alberta's borders), not including the Lesser Slave watershed (with recognition that it is managed by the Lesser Slave Watershed Council). However, this does not preclude

the plan from discussing transboundary issues where relevant. The Committee also acknowledges that there are many issues of scale (from both a geography and political perspective) and the IWMP may at times, focus in on smaller sub-basins (sub- or tertiary watersheds as per the state of reports); specific regions (upper, central or lower) and locations (streams, lakes, wetlands, etc); or political boundaries (counties, towns, etc.) and sectors; as dictated by the issue being addressed in the plan.

When (what period of time will the plan cover)?

The IWMP will be considered a ‘living/evergreen’ document. It will be guided by a long term (30 year) vision, but the management actions will guide a ten year period, starting with the period 2020 – 2030. IWMP progress will be reported on by the AWC annually. The plan will be reviewed in detail, and if required, renewed, every five years, or as special circumstances warrant.

Who needs to be involved? The AWC is the champion of the IWMP and will be responsible for working with others to see it implemented and reported on. Hence it is very important that all Board Members see themselves as champions of the plan to each of their sectors. Each Board Member will be asked to communicate plan progress to their sector networks, and to bring their sector concerns to the IWMP committee.



IWMP Development Timeline and Key Steps (to be further refined):

Time Period	Strategy	Steps:
May 2018	Develop an IWMP Concept and seek board approval	Committee meetings
June – August 2018	Identify all Issues and confirm internally and externally	Internal document review and committee/board input
		Test with external stakeholders via survey
Sept – Dec 2018	Identify solutions to issues	IWMP meetings/workshops
		Seek external expertise as required
Jan – Mar 2019	Develop first draft	IWMP/Board review
		External stakeholder review
Apr – Jun 2019	Public engagement	Open Houses, surveys, etc.
July – Aug, 2019	Re-draft	
Sept – Nov, 2019	Get sign-off and tie public release to 10 year AWC Anniversary (Nov. 2019)	

For further information about the IWMP Committee and its work, contact:

IWMP Committee Chair, Dan Moore
 AWC Project Coordinator, Petra Rowell

Appendix B: Summary of Expenses (2018-19)

Table C1, below, summarizes the expenses outlined for each project described in this Work Plan and a summary of the other expenses expected during this fiscal year. The total budgeted amount shown here equals the total expenditures outlined in the 2018-19 Budget.

Project	Budget	Oversight by:
A1. Enhance Staffing	\$190000	Finance
A2. Staff Development	\$5000	Executive
A3. Board and Committee Expenses	\$39500	Finance
B1. Watershed Literacy Toolkit	\$1000	Communications
B2. Classroom Presentations	\$1500	Communications
B3. Pond Days	\$3000	Communications
B4. Nature Kids	\$2000	Communications
B5. Public Presentations	\$4000	IWMP
C1. Municipal Forums	\$6000	IWMP
C2. Presentations to Municipalities	\$5000	Executive
C3. Public Events	\$2500	IWMP
C4. Outreach to Organizations	\$500	Finance
C5. Indigenous Outreach Plan	\$500	Executive
C6. High Profile Board Meeting	(included in Project A3)	Executive
C7. Community Mailouts	\$7000	Communications
D1. Website	\$1000	Communications
D2. Social Media	\$750	Communications
D3. Newsletter	\$0	Communications
E1. External Participation	\$10000	Finance
E2. Regional Planning	(included in Project E1)	IWMP
E3. Community Based Monitoring	(included in Project E1)	IWMP
E4. IWMP Planning	(included in Project A3)	IWMP
Office and Administration	\$30450	Executive
Total	\$309700	