



# Board of Directors Meeting Minutes May 10, 2018

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

**Present:** Brian Deheer, Marv Fyten, Dan Moore, Janice Pitman, Robert Holmberg, Tim Polzin, Cleo Reece, Robert Esau, Abdi Siad-Omar (by conference call), Janice Linehan, Larry Armfelt, Morris Nesdole, Tom Weber, Marie Bay Breiner (Outreach Coordinator), Janet Pomeroy (Executive Director)

**Regrets:** Robert Grandjambe, Terry Sheehan, Marcel Ulliac, Greg Piorkowski, Petra Rowell (Interim Executive Director).

1. Brian Deheer called the meeting to order at 9:31 a.m.

1.1 Health and Safety

A brief explanation of the health and safety features of the location were discussed.

1.2 Welcome & Introductions

A round table with name and sector was conducted.

1.3 Approve current agenda

**MOTION:** Robert E moved to approve the agenda as presented. Tim seconded.

**Approved by consensus.**

1.4 Previous Board meeting minutes: Feb1-2; Feb. 22; and Mar. 15-16, 2018.

**MOTION:** Tim moved to go in camera at 9:52 a.m. Tom seconded.

**Approved by consensus.**

**MOTION:** Tim moved to come out of camera at 10:12 a.m. Tom seconded.

**Approved by consensus.**

**MOTION:** Robert E moves to approve the minutes from Feb 1-2, 2018 be accepted as amended. Marv seconded.

**Approved by consensus.**

**MOTION:** Tom moves to approve the minutes from Feb 22, 2018 as amended. Janice P. seconded.

**Approved by consensus.**

**MOTION:** Tom moves to approve the minutes from Mar. 15-16, 2018 as amended. Robert E. seconded.

**Approved by consensus.**

2. 2017-18 Submission of Executive Highlights Reports

2.1. Report from the Chair/Vice-Chair  
Brian gave a verbal update on his activities.

2.2. Report from the Treasurer (Financial Report)  
Tim gave a verbal update on the financial position and activities.

2.3. Interim Executive Director's Report  
A written report was included in the agenda package.

3. 2017-18 Submission of Committee Highlights Reports

3.1. HR Committee Report / Approval of Revisions to the Employee Handbook  
Janet Pomeroy has been hired in the position of Executive Director, start date May 11, 2018.  
Approval of revisions to the Employee Handbook:  
**MOTION:** Morris moves to approve the suggested changes as circulated in the agenda package. Dan seconded.

**Approved by consensus**

3.2. Finance and Fundraising Committee Report  
On April 4<sup>th</sup>, 2018, Marcel Ulliac became the new chair of the Finance and Fundraising Committee. A written report has been submitted and included in the agenda package.

3.3. AGM Committee / Board Terms Reminder  
The AGM will be on June 16, at the Nistawoyou Friendship Center in Fort McMurray. Board nominations needs to be in by June 9<sup>th</sup>, 2018.

3.4. Technical Committee Report  
The technical committee is merging with the IWMP committee and Dan Moore is the new Chair.

3.5. C&CE Committee Report / Membership Policy Review / SOW Open House Report  
Marie gave a verbal update on her activities and has submitted a written report.  
Membership Policy Review: As part of the agenda package, Petra submitted an overview how the other WPACs have their memberships and gave her recommendation. The topic of Memberships is tabled to a future board meeting.  
SOW open house report has been circulated with the agenda package.

3.6. IWMP Committee Report / IWMP Concept Document  
Dan presented the IWMP Concept document from the agenda package as information.

4. Board Development

4.1. Board Survey results  
A power point presentation of the result of the Board survey was presented by Marie.

4.2. Discussion was held. Consensus was that the board wants this type of survey done every year going forward.

5. Developing Sector Caucuses to Support 2018-19 Workplan

5.1. Sector Identification Exercise

Five minutes was used for each board member to write down contacts within their sector and geographical area. This is to aid the staff and the Board members in the different sectors of the networking possibilities in the various sectors.

5.2. Discussion followed.

**Guest Presentation from Scott Miller: Alberta Energy Regulators (AER) Area Based Regulation (ABR) Via Zoom.**

Jason Ponto the previous Executive Director had represented the AWC on the AER's Areas Based Regulation Pilot Review and this was a review of this process.

**MOTION:** Robert E. moves to approve Scott Millar's presentation as information. Tim seconded.

**Approved by consensus.**

Lunch.

6. 2018-19 Workplan

6.1. Marie gave a presentation on the 2018 Work plan table and showed how each work area had been assigned a committee.

7. Committee 2018 Work Plans (Breakout Session)

The attendees were divided into two groups to discuss the workplan table presentation. Discussions were held and each group provided feedback on the Breakout Session and their perspective on the roles of administration and roles of the committees as related to the workplan and the IWMP project.

8. 2018-19 Board Meeting Schedule

- 8.1. June 16 AGM/Board Meeting in Fort McMurray. The board is invited to join Treaty Days in Anzak, June 16-17, 2018.
- 8.2. September high profile Board meeting - Source Protection Forum. Date to be decided.
- 8.3. November Board Meeting – strategic planning. Date to be decided.
- 8.4. February – year end business. Date to be decided.
- 8.5. April – Planning for the new year. Date to be decided.

**Adjournment**

**MOTION:** Morris moves to adjourn the meeting at 3:56 p.m.

**Approved by consensus.**

Board Chair/Vice Chair Brian Deheer 28 Sept 2018

Secretary/Treasurer Mandje 1 Nov, 2018