



## Minutes

### MRWCC Board Meeting

April 26, 2018 – 1:30 PM

### Town of Milk River Office

**Present:** Ken Miller, William King, Warren Cunningham, Ed Sloboda, Ron McNeil, Lorraine Nicol, Ross Ford, Joan Hughson, Will Lindeman, Ben Ellert, Suzanne Liebelt, Roy Audet, John Ross, Kandra Forbes, Tim Romanow, and Mary Lupwayi

**Guest:** Scott MacCumber (Village of Coutts)

**Absent:** Darcy Wills, Dennis Spackman, Jim Willett, Brian Hills, Kristen Dykstra, and Scott McGarty

#### 1. Welcome and introductions

- Ken Miller welcomed everyone to the meeting and brought the meeting to order at 1:35pm
- Introductions were conducted

#### 2. Approve Agenda

- The following four items were added to the agenda:
  - Ann Tollestrup Prof. Corp. Contract review
  - Community garden funding request
  - Alberta Health rep discussion
  - Meeting duration

**Motion:** Suzanne Liebelt moved to approve the agenda as presented. Ben Ellert seconded.

**Carried**

#### 3. Minutes from March 22, 2018 meeting

- The word on page 8 should read “connectivity” not conductivity

**Motion:** William King moved to accept the minutes as amended. Lorraine Nicol seconded.

**Carried**

#### 4. Financial update

- a. Financial statements update
  - March 2018 Financial Statements closing balance was \$269,043.91

**Motion:** Will Lindeman moved to accept the financial statements as presented. Lorraine Nicol seconded. **Carried.**

- b. 2018/19 Core funding status
  - There has been no outcome as to exactly when the funding will be received
  - Andrew Schoepf, the grant administrator for WPACs, is no longer with the Policy and Planning Division as he is now the Kananaskis Area Manager within the AEP
  - Some WPACs have been informed that the figure might be lower this year
  - We will need to be fiscally responsible and look for external partners and sponsors

- With Andrew gone, there is currently no WPAC representative within the AEP administrating the program
- AB WPACs collectively are considering drafting a letter to the minister and GOA staff regarding problems with continued delays in annual grant outcomes and no clear understanding of roles, responsibilities, and funding parameters for projects

## 5. Community Appreciation Forum

- a. Report
  - Received good feedback
  - Presentations were good and short
  - Good opportunity to showcase the work
  - There was a concern that kids were noisy and that was disrespectful to the speakers. Suggestions to prevent this in the future were raised as:
    - Remove the barrier in the room
    - Kids award presentation be conducted after all presentations, just before dinner
    - Have them come and seated during break time
    - Kids to be directed where to be seated
  - Good idea to include young presenters
- b. Funds raised
  - Just over \$6,000
- c. Thanks to sponsors and volunteers

## 6. 2018 AGM – May 24, 2018

- a. Draft Agenda
  - Was presented
- b. Board Nominations
  - Board members that are not intending to run to let Tim know
- c. Bylaw amendment
  - The three proposed amendments to the bylaws were presented to the Board
  - The amendments will be presented to the Membership at the AGM for ratification
  - AGM agenda will be circulated shortly after approval by the Board

**Motion:** Ron McNeil moved to approve the AGM agenda. Ed Sloboda seconded. **Carried**

## 7. 2018 WPAC Summit

- a. Draft Agenda
  - Was presented
  - There are still holes in the agenda that need to be filled
- b. Registration and Transportation
  - The bus has been booked and taking registrations from all WPACs for cheaper travel
  - Those interested in attending to let Tim or Mary know

## 8. Draft Policies

**Motion:** Ross Ford moved to approve the policies as presented. Suzanne Liebelt seconded.

**Carried**

## 9. Teams Terms of Reference

➤ Two TORs were reviewed:

- Community Awareness and Involvement Team (CAIT) TOR

**Motion:** Ross Ford moved to approve the CAIT TOR as presented. Suzanne Liebelt seconded.

**Carried**

- Research and Monitoring Team (R&M Team) TOR
  - There was a discussion as to whether the Research and Monitoring (RandM) should be changed to Research, Monitoring and Projects (RMP)
  - Changing the name will mean changing all documentation as well as displays which will be costly

**Motion:** Ross Ford moved to change the name to Research, Monitoring and Projects (RMP), but the change should be incremental as required to prevent unnecessary cost and work load. The change should be finalized within 2 years. Roy Audet seconded. **Carried**

- TORs should be reviewed annually

## 10. Team update

a. Community Awareness and Involvement Team (CAIT)

➤ Youth Engagement Program

- Program development update
- School programs
  - Did not receive funding for a summer student from the Alberta program but did receive funding from the Federal program at \$13.60/hour for 8 weeks at 30 hours a week. Would like to increase the wage to at least \$15/hour and WOSPP would be asked to top up the wage. They don't have the budget but would provide in-kind support through insurance and accommodation at the park staff housing
  - The MRWCC has a couple of leads that would help with the extra money
  - Will be a MRWCC employee and will work in July and August, 4 days a week (2 days at MRWCC and 2 days at WOSPP)
  - The student should be between 15 and 30 years of age
  - Registered as a full-time student during the preceding academic year and intends to return to school on a full-time basis during the next academic year
  - Must be a student in a secondary, or post-secondary school

**Motion:** Lorraine Nicol moved to approve the Education and Outreach Assistant position as long as the employee is responsible. Ron McNeil seconded. **Carried**

- WOSPP is looking to create a volunteer program to create more presence in the Park, interact with visitors and help deliver historical and ecological

programs on the trail and also help with monitoring the trails to help avoid vandalism

- The student employee can help with this initiative as well
- Interested individuals to let Kandra know
  - All but one of the poster contest winners came to the CAF
  - Had interest from Foremost school in doing a wetland program this spring. Working with Ducks Unlimited to find a suitable location south of town
- Caring for Our Watershed Program
  - Caring For our Watersheds competition has wrapped up
  - Students from Warner and Milk River participated
- Field Tours – WOSPP partnership
  - WOSPP asked for MRWCC help doing scheduled “roving” on the trails to talk about the local history and the Watershed features i.e.) Plants, Wildlife, etc. Planning to meet with them to discuss opportunities
- YRDs
  - Youth Range Days registration is open
  - Draft agenda is complete with most sites on the Western end of the Milk River Ridge and North Fork Milk River
  - Link to the registration is available through the MRWCC website
- Spring Hike Tour
  - Was scheduled for April 20, 2018 and has been postponed due to weather conditions
  - The CAIT team will advise when it will be rescheduled, possibly looking at hosting it over the summer months
- Canoe Tour
  - Scheduled for June 15, 2018
  - From Finstead’s lease to lower level crossing on the Pinhorn
  - Working on logistics
- 2018 Spring/Summer Meander Newsletter
  - Deadline for article submission is June 1, 2018
  - Transboundary secretariat division within AEP and Brian Hills or Kathleen Murphy will submit articles on water supply and deficit information for the LOI purposes
- Xeriscape Project
  - Working with the Town of Milk River on a demonstration garden in front of the office
  - There is also interest from the Community Garden
  - Met with Steve McRae (xeriscaping designer) and Town CAO to go over the project overview
  - The Senior Center also received a grant and are considering doing something along the same line

## b. Research and Monitoring Team (R&M Team)

### ➤ Surface Water Monitoring

- AEP/MRWCC Project collaboration meeting report
  - Met with AEP (EMSD) on April 10, 2017 to review the 2017 collaboration and the 2018 program
  - Existing EMSD Monitoring is anticipated to continue for two additional years, there was a comparison of AEP and MRWCC data, lab results, lab performance, and overall, we are well within expected confidence of data quality
  - EMSD Committing to providing AEP collected WQ data un-qualified to MRWCC as soon as possible (weeks vs months) to watch for potential lab errors or concerns that can be addressed right away
  - Considering a review of basin sub-regions and determining the representativeness of existing sample sites. This may justify an extended monitoring or adjusted monitoring program in the future.
  - Still no clear definition of Community Based Monitoring though committed to working together where possible
  - EMSD is supportive of the possibility of a scientific paper write up on the MRWCC monitoring work and unique features of the Milk River
  - Also supportive of a data roll up: (recommended 10year interval) of WQ monitoring and development of a science update for stakeholder reporting similar to past SOW summaries
  - Will continue our partnership in data collection for 2018 season and review again in the fall or winter
- 2017 report
  - 2017 water monitoring report has been finalized and posted on the website
- 2018 program underway
  - Had a sampling refresher training on March 23, 2018 with all municipal staff and AEP
  - April 12 was first sampling day of the season. A very cold sampling day
  - Unable to collect samples from the eastern tributaries as the creeks were frozen

### ➤ DFO – Overwintering Habitat Stewardship Project Update

- Final report has been completed
- Have received final invoice for about \$25,000 from Rangeland Conservation Services Ltd. Waiting for reimbursement from Environment and Climate Change Canada (ECCC)
- Video summary and full contractors report will be available shortly
- Stewardship funding and materials will be used at two locations:
  - WOS Rodeo Grounds Project, and
  - North Fork Hoyt Projects.
- A volunteer tree and shrub planting day will take place in May at the Rodeo Grounds along bank and exclusion areas

- WRRP Phase 1 and 2 Projects update
  - Phase 1 program funding has been used up and closure date was March 31, 2018
  - In the process of soliciting projects for phase 2 projects
  - Starting to receive applications
- WRRP Sites Tour
  - Planning a tour on June 28, 2018 of approximately 6 of the producer projects this summer, will involve AEP representatives and advertise to local producers
- c. Water Supply and Management Team (WSM Team)
  - Ken advised that the Milk River Water Users Association is up and running
    - Have selected a board and the Chairman is Kevin Reese
    - Has been registered with Service Alberta
    - Consists of Irrigators and 2 towns that use water from the river (Coutts and Milk River) and about 200 people from the 5 water coops
    - The only other licenses would be from the cattle watering producers, who will be welcomed if they choose to participate
    - Looking forward to a joint project with the MRWCC in responding to the ADM who made a reasonable effort to pursue and address water problems in the watershed
    - Tim advised that we are waiting to know the outcome of grant proposal before making a formal request to meet with the ADM

**Action:** Tim and Ken to draft a letter to request a meeting with the ADM

- Lorraine:
  - Getting back to the request for the \$30,000, in the January 25 minutes, there were 6 tasks listed and if we did get less, some of the items can be paired to get completed
- d. Transboundary Watershed Team
  - 2019 Transboundary Grasslands Workshop Planning
  - There is a lot of interest but have not yet set a date. However, January was proposed
  - Working on logistics which include WOSPP as a potential site to visit but would need to work on logistical issues like lack of enough accommodation in Milk River
  - Looking for staff involvement from MRWCC as in-kind support
- e. Planning and Policy Team
  - Working on Team objectives to start recruiting team members

## 11. Upcoming Events

- a. AGM – May 24, 2018
- b. Canoe Tour – June 15, 2018
- c. 2018 WPAC Summit - June 19-22 in Peace River, AB

## 12. Round table discussions

- Ron:

- PCF education committee got invited to give a presentation to 30 high school teachers on June 1, 2018 on how to restore the benefits of Rangeland Management
- Asking if Kandra can help Ron to plan and deliver the presentation
- Ben:
  - Airsheds:
    - Possibility to invite E.D. Ken Perl from Palliser Airshed Society at the September meeting to give a presentation on airsheds and what their principles are
    - Not sure how much of an issue it is in Milk River

### 13. Other items

- Reviewed Ann Tollestrup Profession Corp. contract agreement
  - Asking for the annual cost to increase from \$500 - \$1,000 in 2017/18 to \$800 - \$1,500 in 2018/19
  - Due to limited funding resources, the Board discussed conducting accounting work in house

**Motion:** Ross Ford moved to not renew Ann Tollestrup Profession Corporation contract agreement and have the accounting work done internally on a trial basis for a year. Ed Sloboda seconded. **Carried**

**Action:** Tim to draft a letter thanking Ann for her services and inform her of the Board's decision to terminate the contract.

- Request for sponsorship by the Milk River Tri-Community Garden
  - Requesting funding to install eaves troughs on the buildings adjacent to the garden to help with a rainwater catchment

**Motion:** Suzanne Liebelt moved to donate \$250 towards installation of eaves troughs on the buildings adjacent to the garden to help with rainwater catchment. Warren Cunningham seconded. **Carried**

- Kristen Dykstra on the Health Rep on the Board
  - Kristen feels like she is not meeting her obligations as the Heath rep with the MRWCC due to mandatory staff meetings scheduled on the last Thursday of each month, which almost always ends up conflicting with the MRWCC Board Meetings. She is finding her work obligations are conflicting with MRWCC commitments, and she is not able to do both
  - The Board discussed whether it would be better to change Board meeting dates to accommodate Kristen, but found that it would not work as other dates conflicted with other members as well
  - It is imperative that the MRWCC has a Health Inspector on the Board as the health representative

**Action:** Kristen to request the Health Unit management if they can free up some time for her to attend some of the Board meetings.

- Meeting Duration

- There was a question as to whether members are happy with the meeting duration
- Is there a need to pull out some of the items on the agenda and use subcommittees who can meet prior to the Board meetings?
- If any board member feels that way, please let John know

**14. Meeting Adjournment**

- Ed Sloboda moved to adjourn the meeting at 3:55pm. **Carried.**

**15. Next Meeting Date**

- May 24, 2018

**Signatures:**

**Chairman:** \_\_\_\_\_

**Secretary:** \_\_\_\_\_