

Board Meeting

December 13, 2018; 11:30am – 2:30pm

Rm 41, 419 – 3rd St SE, Medicine Hat, AB, T1A 0G9

Teleconference option:

Phone in: 1-855-392-2520

Access Code: 8126260#

Lunch at 11:30am

Present: Garry Lentz (Chair), Karen Saffran, Audrey Goodwin, Janelle Villeneuve (via teleconference), Ron Linowski, Marilou Montemayor, Stuart Murray, Greg Heebner, Ryan Davison, Alf Belyea, Diane Harty

Minutes

1. Call to order by the Chair: 12:00
2. Approval of the agenda; addition/deletions (Doc1)
There were no additions / deletions to the agenda.
Moved by Stuart Murray to approve the agenda; seconded by Karen Saffran.
CARRIED.
3. Review and approval of previous meeting's minutes, November 8, 2018 (Doc2)
Moved by Diane Harty to approve the minutes of the November 8, 2018; Seconded by Alf Belyea.

CARRIED.

Review of Action Items:

- Membership representative from CFB Suffield is being sought, in process.
- Pay scale – originally borrowed from the City of Medicine Hat.
- Board – representative from educational institutions being sought.
- Potential grant for city drinking water processing by-product.
- Suggestions on volunteer recruitment were provided by Martha Munz Gue, member of Communications Committee.
- Speakers are being arranged for the April 2019 Water Management educational forum.
- Respectful Workplace Policy has been started initially.

Business Arising

4. Recommendation of Executive Committee on SEAWA compensation grid.
 - Compensation grid now includes a pay scale for stewardship facilitator converted from an hourly pay scale (2012) of the previous position, Communications Manager.
 - Pay scale step increases occur on start of financial year, April 1st.
 - Promotion on the grid is dependent on secured funding.
 - Moved to approve the updated SEAWA Compensation Grid by Stuart Murray, Seconded by Greg Heebner.

CARRIED.
5. Election of a new Vice-Chair
 - Position of Vice-Chair is vacant. Ryan has volunteered to be the Vice-Chair until the AGM in June 2019.
 - Nomination of Ryan Davison for the position of Vice-Chair by Stuart Murray, seconded by Audrey Goodwin.

CARRIED.
6. Review/Discussion – Draft Respectful Workplace Policy
 - Each WPAC will have to make their own. Marilou adopted a WCB version. Edits were suggested. SEAWA values guide the workplace policy.
 - ACTION ITEM 1: Marilou – Incorporate edits by the board (to the Draft Respectful Workplace Policy) and send out (via email) the final version to the board changes, for approval.
7. Review – Draft Budget 2019-2020
 - Review of budget, alternative funding scenarios are presented based on 240K grant and 280K grant. In-kind contributions should be noted in the budget. Re-examination of a source water protection plan budget and plan may be necessary. A grant of 280K would allow for support of three full time staff. Clarification of leveraging of grants and assignment of staff to project or general SEAWA duties should be done as notes in the budget.
 - ACTION ITEM 2: Marilou – Ask Brian Frey as to who funds Source Water Protection Planning.
8. Review – Annual Operating Plan 2019-2020 (Doc4)
 - Need clarification of roles of WPACs from AEP on monitoring, SoW, and role within the SSRP. The annual operating plan is outlined based on the four roles of WPACs and associated goals. Environmental stewardship, Communications are addressed in the annual operating plan. Watershed condition assessment role depends on a project grant; there is no plan for Watershed management plan role.
 - AEP may review WPAC role again.
9. Report, Technical Committee
 - Karen Saffran reported.

- A request is made for each committee member to list their expertise as a resource person. A couple of projects are being proposed.
- Refocus is needed on the goals of SEAWA and basing the focus of our applications for funding on these goals.

10. Report, Communications Committee

- Diane Harty reported.
- SEAWA should restore its outreach to schools. Partnership with Praxis Society should include participation for SEAWA staff.
- April 5th is the SEAWA educational forum, the topic is water management.
- Contents are being prepared for the January 2019 newsletter.

11. Suggestions to AWC's request for feedback – AWC Recommendations Tracking

- A 'state of the wetlands in the SEAWA watershed' is needed as background information for SEAWA to provide an informed feedback.
- In order to implement the Wetland policy, the WPACs should be informed and provided with knowledge and capacity in the wetland policy.
- A review of AWC's request for feedback on four documents was carried out and feedback was provided in each of the documents.
- Wetlands is a new aspect of the watershed. Wetlands may be recognized as bodies of water. AWC is the overarching group for the water for life strategy.

12. Next meeting is February 14, 2019

Motion to Adjourn by Audrey Goodwin.

Adjournment at 3:30pm.