

WIZARD LAKE WATERSHED AND LAKE STEWARDSHIP ASSOCIATION

Thursday, Sept 7/06, 7:00 – 9:30 pm

Canadian Petroleum Interpretive Centre

MEETING MINUTES

Present: Carole & LeVerne Ellsworth, Albert and Laverne Faulkner, John Fowler, Bert Hadley, Walter Kolodychuk, Ken Litzenberger, Carol & Jerry McCracken, Andi Pallas, Arja Patrick

Guests: Ruth Kolodychuk, Jean Litzenberger

Missing: Cathy & Chris Daniel, Joyce & John Hermans, Donna Oldenburg, Sarah Primeau, John and Laura Reichert

AGENDA

- Welcome new directors (15 min)
- Elect officers (15)
- Clarify and define mandates for working groups (30)
- Grants
 - Spring 06 grant interim report (10)
 - Fall 06 grant application (10)
- ALMS conference attendance (5) -- Bert
- Leduc land use bylaw update (10) -- Arja
- Director liability insurance (5)
- Director expenses (5)
- In-kind expenses (5) -- LeVerne
- Next newsletter (5) -- Arja

WELCOME NEW DIRECTORS

The new directors elected at the Aug 19 annual general meeting:

- John Fowler
- Walter Kolodychuk
- Ken Litzenberger
- Andi Pallas
- Donna Oldenburg

ELECT OFFICERS

These officers were appointed to a 2 year term:

- Chair – Laverne Faulkner
- Vice-chair – Bert Hadley
- Treasurer – LeVerne Ellsworth
- Secretary – Walter Kolodychuk (with the able assistance of his better half!)

SIGNING CHEQUES

At the present time, cheques are signed by the chair and treasurer. In case something happens to one of these people, it was decided that cheques can be signed by any 2 of these 3 positions: chair, treasurer and secretary. **LeVerne** will make the necessary changes at the bank.

CLARIFY AND DEFINE MANDATES FOR WORKING GROUPS

There is some overlap in responsibility between the 8 working groups outlined in the WLWLSA plan. **Bert and Jerry** will meet to:

- clarify the mandates for the groups
- obtain input from the board and review the lead person for each group
- assign each board member to a working group.

This work will be complete by Sept 21/06, so **each board leader** can be in touch with all their group volunteers by Sept 30/06. It is important to keep the momentum and interest in these groups moving ahead.

SPRING 06 GRANT INTERIM REPORT

The grant interim report was submitted to Sarah Hipkin, the grant administrator at the Land Stewardship Centre of Canada. In addition, a letter requesting a change in expenditures was submitted: to spend water quality monitoring funds on bulletin boards. The WLWLSA was too ambitious to think that a water quality monitoring program could be in place in our first year of operation. However, because of the ongoing challenge of communicating, and to facilitate education and the WLWLSA's profile, bulletin boards are needed. With this change, it is expected that all funds will be expended by Dec 31/06.

LeVerne will lead the construction and erection of the bulletin boards. **Jerry** will have headboards made with the WLWLSA name for each bulletin board.

FALL 06 GRANT APPLICATION

A new Watershed Stewardship Grant Program for fall 2006 has been announced. **Bert Hadley** (who did such a stellar job on the spring 06 application) agreed to complete a new grant application. Projects requiring funding include:

- website maintenance
- bulleting board in Jubilee park
- printing brochures
- "Living on the Edge" book for all residents
- kick off for "Clean Air Day"
- spring stream sampling
- speed limit sign and buoy maintenance and repair
- permits for signs
- additional water quality testing (fecal chloroforms, caffeine)
- office supplies
- newsletter mailing and material

ALMS CONFERENCE ATTENDANCE

Bert provided information on this year's ALMS conference, Oct 20-21, in Lethbridge on Managing Reservoirs for Multiple Uses. Attendance at this conference was budgeted for in our grant. **Ken and Jean, and Walter and Ruth** will attend.

LEDUC LAND USE BYLAW UPDATE

The public hearing August 14 was attended by Laura, LeVerne and Laverne. The proposed changes give the county discretionary use of all land. As a result of that meeting, the proposed changes will be reconsidered by the county. The WLWLSA must educate ourselves and voice our opinion about what shouldn't be in our watershed. **John Fowler, Bert and LeVerne** will outline recommendations for input the WLWLSA will give to the county.

DIRECTOR LIABILITY INSURANCE

At our annual general meeting, Ruth Harrison suggested the board should carry liability insurance, and that we could coordinate with Leduc county's insurance. **Andi** will ask **Chris Daniels** to investigate and proceed if the price is reasonable.

DIRECTOR EXPENSES

We need a common agreement on what expenses are reimbursable. **LeVerne** will get ASN's guidelines. **Arja and Carole** will put forward recommendations.

IN-KIND EXPENSES

LeVerne provided an "In-Kind and Expense Tracking" sheet to everyone. It is very important for us to track our in-kind donations (hours, material, mileage, etc.), as this is required for grant applications.

NEWSLETTERS

Arja will produce a newsletter quarterly. The first edition was distributed at the annual general meeting. The next one will be issued close to the end of the year. Potential articles: grant application, working group leader updates, Wiz 'Spiel. All members are entitled to a newsletter. **Walter** will mail one to members who didn't attend the annual general meeting, with a copy of the minutes.

NEXT MEETING

Wednesday, October 11, 2006

Location TBA with agenda.

SUMMARY OF ACTION

WHAT	WHO	BY WHEN
Change the signing authority for the WLWLSA account at the bank.	LeVerne	Oct 15/06
Clarify mandates for working groups, and assign board members.	Bert & Jerry	Sept 21/06
Each group leader to be in touch with their working group volunteers.	Bert, Arja, Carole, John Hermans, Laura, Cathy, LeVerne.	Sept 30/06
Construct and erect community bulletin boards.	LeVerne	Dec 31/06
Make headboards for each bulletin board.	Jerry	Dec 31/06
Complete the fall 2006 grant application.	Bert	Oct 2/06
Attend the ALMS conference Oct 20 & 21.	Walter, Ruth, Jean, Ken	Oct 20 & 21/06
Recommendations regarding the Leduc land use bylaw changes.	John Fowler, Bert & LeVerne	Oct 30/06
Investigate director liability insurance.	Andi will ask Chris.	Sept 30/06
Get ASN's guidelines for reimbursable director expenses.	LeVerne	Sept 14/06
Recommendations regarding reimbursable WLWLSA director expenses.	Carole & Arja	Oct 11/06
Track in-kind expenses.	All	Ongoing
Produce the next quarterly newsletter.	Arja	Dec 30/06
Mail newsletters to all members not at the annual general meeting.	Walter	Oct 15/06
Write the date of the next meeting in your calendar!	ALL	Oct 11/06