

WIZARD LAKE WATERSHED AND LAKE STEWARDSHIP ASSOCIATION

Thursday, Oct 11/06, 7:00 – 9:30 pm

Canadian Petroleum Interpretive Centre

MEETING MINUTES

Present: Cathy Daniel, LeVerne Ellsworth, Albert and Laverne Faulkner, John Fowler, Bert Hadley, Walter Kolodychuk, Ken Litzenberger, Andi Pallas, Arja Patrick, Sarah Primeau, John and Laura Reichert

Guests: Ruth Kolodychuk

Missing: Carole Ellsworth, Chris Daniel, Joyce & John Hermans, Carol & Jerry McCracken

AGENDA

History lesson on the association	Laverne
Clarify mandates for working groups, and assign board members	Bert & Jerry
Each group leader update re: their working groups	Bert, Arja, Carole, John Hermans, Laura, Cathy, LeVerne
Community bulletin boards	LeVerne
Fall 2006 grant application	Bert
Attendance at the ALMS conference Oct 20 & 21	Laverne
Director liability insurance	Andi
Reimbursable WLWLSA director expenses	Arja & Carole
Tip-of-the-month in newspapers	Laura
ASN Case Study publication	Sarah

HISTORY LESSON ON THE ASSOCIATION

Short but glorious history of the [WLWLSA](#)

- Many phone conversations, discussions, hemming and hawing, stops and starts, first correspondence September 04
- May 21 /05** – first meeting of 3 couples (Hadleys, Ellsworths, Faulkners) – discussed hopes for the association
- June 20 /05** – Faulkners attended Curilane mtg with county at Pallas's to recruit for our group
- June 24 /05** – mtg scheduled with county councilors, Ducks Unlimited (Tracy Scott), counties AESA program manager (Sue DeBruijn) to discuss how to proceed (councilors did not show)
- July 22 /05** – adopted a name, mission, goals and objectives
- Aug /05** – information posters distributed in the watershed. Letters to the counties and RCMP re: enforcement of lake speed limit
- Nov 30 /05** – "Watershed 101" – Land Stewardship Centre
- Mar 11 /06** – first annual Wiz 'Spiel fund-raiser and community-builder
- Mar 13 /06** – registered society
- Mar 30 /06** – obtained grant of \$4650.00 from Land Stewardship Centre/Alberta Environment
- Apr /06** – initiated website through Alberta Stewardship Network
- May 11 /06** – issued first 5 memberships
- May 19 /06** – introductory meeting with Wetaskiwin county
- May /06** – assumed responsibility for reading Alberta Environment's staff gauge for water elevation
- June 3 /06** – public meeting, 85+ participants
- July /06** – first ALMS water quality testing since 1996
- Aug 19 /06** – first annual general meeting, bylaws amended, board now 19 members, working groups established
- Aug 25 /06** – registered charity

CLARIFY MANDATES FOR WORKING GROUPS, AND ASSIGN BOARD MEMBERS

- see attachment for mandates and board member assignments (assignments from the membership is tentative until confirmed by each group leader)
- the Chair is a member of each group and should be kept in communication loop to attend meetings when available
- process for groups to follow:

Situational	Targets	Process
<ul style="list-style-type: none"> • assess present situation • gather facts and data 	<ul style="list-style-type: none"> • set targets to work toward 	<ul style="list-style-type: none"> • put the method and steps in place to meet those targets

- **group leaders** will hold initial meeting for groups, prior to November 15
- suggested agenda:
 - introductions (what each person hopes to achieve, what they are interested in doing, time commitment)
 - review mission, goals of WLWLSA
 - discuss mandate of working group, develop common understanding and enthusiasm, perhaps prioritize mandate items, review above process (situational, targets, process)
 - how mandate fits with WLWLSA mission
 - how to utilize expert resources/specialists for advice and guidance (in planning or developing process)
 - specific next steps for working group (e.g. assignments, working plan)
- **group leaders** will provide Laverne with a written report of progress after meeting with their groups and obtaining their input, by November 17/06 (so reports can be circulated to board prior to next board meeting) with this information:
 - date of meeting
 - attendees
 - working group mandate discussion outcome
 - how group mandate fits with WLWLSA mission
 - expert resources to be used
 - next steps
 - other discussion/decisions

WORKING GROUP UPDATES

- Cathy submitted a report from “Fundraising”—they will be active after April 07
- no other group reports—reports will be made next meeting (see above item)

COMMUNITY BULLETIN BOARDS

- Andi and LeVerne have drawn up the specs
- **LeVerne** will draft a letter with a drawing to be sent to Leduc county (Chair to sign) requesting permission to post signs on county land
- **Andi** will discuss with Wetaskiwin county re: attaching our bulletin boards to their signs
- **LeVerne** will ensure that all the materials required are purchased before the end of the year

FALL 2006 GRANT APPLICATION

- Bert has submitted the initial draft to the ASN, will submit the final draft prior to the Oct 16 deadline
- applied for \$5350.00 for these projects: 200 books on watershed care; stream monitoring; fund raising program; water quality testing; ALMS workshop; Jubilee Park bulletin board

ALMS CONFERENCE OCT 20/21

- **Arja** will look at her calendar to see if she is able to attend

DIRECTOR LIABILITY INSURANCE

- Andi’s first investigation was the insurance is expensive (\$1500/year)
- **LeVerne** will follow up with Ruth Harrison (or Leduc county office) on her comment at the annual meeting that we could join the county’s plan at an affordable price

- Sarah will investigate any information she may have

DIRECTOR EXPENSES

- Carole and Arja put forward a recommendation for consideration (copy attached)—to be decided at the next meeting

TIP-OF-THE-MONTH

- Laura heard back only from the Devon Dispatch, who is interested only if it is exclusive to their paper
- our first priority is to use the Pipestone Flyer, Laura will contact them again
- source for tips: ASN website and newsletters

ASN CASE STUDY PUBLICATION

- WLWLSA has been selected as one of 15 stewardship groups to profile in an upcoming ASN Case Study publication
- they would like to highlight our start-up activities, in recognition that our group has made great progress in getting established in such a short time (!!)
- the publication will go to print in January and then be distributed across the province

MISCELLANEOUS

- residents of Leduc County only received a publication “Managing Your Waterfront” from Sheena Aitken, AESA Program Manager with both counties. Laverne will call and set up a meeting to introduce ourselves
- Donna Oldenburg (voted to the board at the annual general meeting) has declined her election as she is too busy with other commitments
- we have progressed to a point with the new board that it is time to re-visit our mission and goals. Laverne and John Fowler will organize a half day Saturday meeting (Jan or Feb 07) to review and rewrite.
- a letter was sent to Justin Rousseau, Leduc County, requesting the county budget for buoys and signs for next year. No reply to date, Laverne will follow up

COPY OF MINUTES

- WalterRuth will send a copy to all WLWLSA members, with a note stating that if they do not wish to receive regular copies, be in touch with her. Also, if they wish copies of any other minutes, they are available upon request.

PARKING LOT ITEMS FROM FLIPCHART (items that need to be addressed some time in the future)

- county rep on board
- review mission and objectives
- counties/Environment input into what we do
- status of lake as it exists—quality, level, erosion
- research viability of speed limit
- counties recognize us
- board education

NEXT MEETING

- Wednesday, November 29, 2006

SUMMARY OF ACTION

WHAT	WHO	BY WHEN
Group leaders hold meeting with their working group, following suggested agenda	Bert, LeVerne, John Hermans, Carole, Arja, Cathy	Nov 15/06
Group leaders to send written progress report to Laverne after meeting with their group members	Bert, LeVerne, John Hermans, Carole, Arja, Cathy	Nov 17/06

WHAT	WHO	BY WHEN
Draft letter to Leduc county re: placing bulletin boards	LeVerne	Oct 27/06
Talk to Wetaskiwin county re: attaching bulletin boards to county signs	Andi	Oct 27/06
Check calendar re: ALMS conference attendance	Arja	Oct 13/06
Contact Leduc county re Director Liability Insurance	LeVerne	Oct 27/06
Review director expenses recommendations for decision at next mtg	All	Nov 29/06
Contact Pipestone Flyer re: tip-of-the-month	Laura	Nov 15/06
Contact Sheena Aitken to introduce WLWLSA	Laverne	Oct 27/06
Process to review mission/goals	Laverne, John Fowler	Jan 07
Follow up with Leduc county re: budget for signs and buoys	Laverne	Oct 27/06
Copy of minutes to all members	WalterRuth	Oct 25/06
Write the date of the next meeting in your calendar!	ALL	Nov 29/06

NOVEMBER 29/06 AGENDA

Working groups reports (including at least all information suggested above)

Bulletin boards – updates on progress and county responses

Leduc Land Use Bylaw – educate the board: a) what is the bylaw in place today re: Wizard Lake watershed; b) what are the changes proposed (re: our watershed); c) how will these changes affect our watershed. Recommendations re: what the WLWLSA position should be, and why; and next steps we should take (e.g. specific input to county)

Director liability insurance – update from LeVerne

Director expenses – decision regarding the recommendations

Tip-of-the-month – update from Laura

E-mail address – decision about whether to change to something@stewardsweb.com.

Attachments:

Working Groups' mandates

Director expenses recommendation