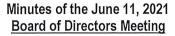
Alberta Conservation Association





Via ZOOM 9:00 AM – 4:00 PM

PRESENT:

Bill Abercrombie (Chairman) – Alberta Trappers Association

Robert Gruszecki (Vice Chairman) - Alberta Hunter Education Instructors Association

Sandra Mellon (Treasurer) – Public At Large, NW Region Greg Shyba (Secretary – Public At Large, CE Region

Mark Boyce (Director) - ACA / U of A Chair in Fisheries & Wildlife

Fred Calverley (Director) - Trout Unlimited Canada

Randy Collins (Director) – Alberta Fish and Game Association

Brian Joubert (Director) - Nature Alberta

Perry McCormick (Director) - Pheasants Forever Alberta Council

Matt Mellon (Director) – Wild Sheep Foundation Alberta Chuck Priestley (Director) – Public At Large – NE Region Travis Ripley (Director) – Alberta Environment and Parks

Jeana Schuurman (Director) - Alberta Professional Outfitters Society

Richard Stamp (Director) – Public At Large, SO Region Brent Watson (Director) – Alberta Bowhunters Association

Todd Zimmerling – President & CEO, ACA Debora Dueck – Recording Secretary, ACA

Lori-Jeanne Edwards - CFIO, ACA

REGRETS:

Ken Ambrock (Director) - Public At Large, Northern Alberta Board Liaison

Robert Grandjambe (Director) – Indigenous BOD Liaison

Vacant - Treaty 8

1. CALL TO ORDER

Chairman Bill Abercrombie called the meeting to order June 11, 2021 @ 9:08AM Chairman Bill Abercrombie welcomed the board members to the meeting.

ACA Board of Directors Meeting Minutes June 11, 2021 Page 1 of 15



2. APPROVAL OF THE AGENDA & MEETING TIME LIMIT

MOTION # 21/21

Moved by: Jeana Schuurman

Seconded by: Randy Collins

Move that the June 11, 2021 agenda be accepted as presented.

MOTION CARRIED

The meeting is anticipated to conclude by 4:00 PM.

3. ACCEPTANCE OF THE MINUTES

a. <u>March 25, 2021 Board of Directors' Meeting – Electronic Motion: 20/21EV</u> (Attachment A – Minutes of the March 25, 2021 BOD Meeting)

MOTION # 22/21

Moved by: Sandra Mellon

Seconded by: Greg Shyba

Move that the ACA Board of Directors' agree that this is an accurate reflection of the votes placed and therefore ratify Electronic Motion: 20/21EV stating: "Move that the Minutes of the March 25, 2021 Board of Directors' meeting, be accepted as presented".

MOTION CARRIED

5. BUSINESS ARISING

a. Review of Action Items

(Attachment B – Action Items)

Action Items were reviewed and updates were provided.

6. COMMITTEE REPORTS

a. Chairman / Executive Committee

Bill Abercrombie, Chairman, provided a report to BOD:

 Moving forward I am hoping a recession in the pandemic will help out some of the Member Groups who are struggling and that they find some renewed optimism for this fall. Hope they are able to proceed with planning events, programs, etc. and that all can move forward.

ACA Board of Directors Meeting Minutes June 11, 2021 Page 2 of 15

- Discussions at the BOD level are positive and hopefully the opportunities and increase in activity in regard to hunting and fishing continue and programming and projects move forward.
- Cautiously optimistic!

b. President & CEO

(Attachment C)

The President & CEO report was reviewed and highlights were discussed and noted:

To date, this fiscal year has rolled along fairly well. Summer students were hired and field programs kicked off with enhanced COVID requirements, such as one person per vehicle and 1 person per trailer in field camps. We continue to restrict the number of staff in the offices at once time and all offices remain closed to the public. We are hopeful these restrictions will be removed by August.

On the revenue side of things, it appears that people are keen to get outside again this year as we have seen a significant increase in the number of bird game licenses sold and we have seen fishing license sales out pace last year in the first 8 weeks of the year.

Refer to the President and CEO Report for updates in all the program areas.

c. Finance & Audit Committee

c-1 Financial Overview to May 31, 2021 - (Attachment D)

Sandra Mellon, Treasurer, presented the Financial Overview to May 31, 2021 points noted:

- Total revenue increased from the prior fiscal year by \$ 310-690.
- Levy revenues are \$ 273,392 higher than received in the prior year.
- Fishing license sales have increased 11.0% (approximately 10,738 additional licenses over the prior year).
- Wildlife Certificate sales have increased 2.6% over the prior year.
- Partner Contributions are \$18,134 higher that prior year, included is advertising fees for the Conservation Guide and magazine, event sponsorship/registration and rental revenue.

Revenue are \$23,931 higher than year to date budgeted amounts.

- Levy revenue was higher than budgeted levels by \$30,908.
- Partner revenue is higher than the year-to-date budget by \$11,497.
- Grants and funds are under budget by \$ (38,077).

Operating expenses (expenses that are controllable by management) were \$ 322,063 above previous year levels. Although the individual expense categories vary, the overall expenditure is consistent as COVID significantly impacted the operation the first few months of the prior fiscal.

ACA Board of Directors Meeting Minutes June 11, 2021 Page 3 of 15



The organization is \$(724,772) under budgeted year to date expenditures. Salaries and Benefits – Bonuses were budgeted monthly; however bonuses will recorded at year end.

An operating surplus (excess of revenue over expenditures for management-controlled items including actual interest revenue which is outside of management control) of \$572,885 exists compared to the results of the prior year where a surplus of \$584,258 was recorded.

When adjustments are made to recognize realized and unrealized investment gains and losses, asset disposals, investment income and removing revenue from donations that was allocated to land purchases, the result ends in an accounting surplus of \$736,183 for the period compared to \$1,073,431 in the prior year.

ACA reported an accounting or total organizational surplus of \$736,183, an amount that included interest income, realized (actual changes from sold investments) and unrealized (changes in book value due to cost versus market fluctuations) results for investments and asset disposals that are not in management control. The realized gain on investments was \$18,660; the unrealized gain on investments was \$163,200. Investment income was \$5,884. Exchange rate loss was (\$24,446).

Once these are removed from the total organizational results, the true operational surplus that is in direct control of management (including the interest revenue which is outside of management control) is \$572,885 compared to a prior period operational surplus of \$584,258.

Cash Flow Statement

- Cash flows from operating activities resulted in a cash decrease of \$(293,754). Inflows were used to maintain operating expenditure with amounts that are not restricted.
- The net cash balance after asset purchases, dept repayment and other operating cash uses is \$3,054,559. Of this amount, \$623,306 is restricted and not available for operating expenditures, which includes the In Trust, Restricted and RAP accounts. USD funds available for use are \$585,633.

Statement of Financial Position

As an overview of the financial position as at May 31, 2021, ACA reports:

- Current assets have increased by 166.3% from recorded levels at May 31, 2020. Accounts Receivable is comprised of receivables from partners and contributors.
- The Endowment Fund balance is \$3,116,046 up 18.8% from last year. Part of the increase is related to additional contributions made to the fund. These contributions include: \$131,400 ALT Grant in June 2020. Half of the increase in the fund on a yearly basis due to interest and gains (not including increase because of additional principle investment) is directed towards enhancement and/or management of ACA lands, and half is retained to grow the fund on an annual basis (to allow for monies to be removed from the fund the interest and gains retained must at a minimum match the rate of inflation for the previous year).
- Equipment purchases this period were \$108,116. Land was purchased in the amount of \$246,000 (HSF \$221,000, AFGA \$25,000) related to East Reno Conservation Property. Land donations were received in the amount of \$73,500, related to the Benoit Conservation Site. 40,434 total acres are held by ACA.

ACA Board of Directors Meeting Minutes June 11, 2021 Page 4 of 15

- The total fair market value of the investments is \$3,680,780 representing an increase of 15.6% over the fair market value at May 31, 2020.
- The Habitat Securement Fund has a balance of \$963,772 as of May 31, 2021. \$600,000 was added to the fund as per the AOP and \$221,000 was used from the 2020/21 carry forward balance related to the East Reno Conservation Site. The land team has anticipated the full use of the funds in the fiscal 2021/2022.

c-2 Final Audit Findings Memorandum 2021 - (Attachment E)

The Final Audit Findings Memorandum 2021 was provided to the BOD for review and acceptance.

MOTION # 23/21

Moved by: Robert Gruszecki Seconded by: Randy Collins

Move that the ACA Board of Directors' accept the Final Audit Findings Memorandum 2021, as presented.

MOTION CARRIED

c-3 Draft Audited Financial Statements to March 31, 2021 - (Attachment F)

The Draft Audited Financial Statements to March 31, 2021 were provided to the BOD for discussion and approval.

MOTION # 24/21

Moved by: Perry McCormick Seconded by: Brent Watson

Move that the ACA Board of Directors' approve the Draft Audited Financial Statements to March 31, 2021, as presented.

MOTION CARRIED

c-4 BOD026-Rev0-20210611 – ACA Stock Donation Policy (Draft) - (Attachment G)

BOD026-Rev0-20210611 – ACA Stock Donation Policy (Draft) was provided to the BOD for discussion and approval.

MOTION # 25/21

Moved by: Robert Gruszecki Seconded by: Brent Watson

Move that the ACA Board of Directors' approve BOD026-Rev0-20210611 - ACA Stock Donation Policy, as presented.

MOTION CARRIED

d. Communications Committee

Randy Collins, Committee Chair provided updates from the committee meeting, points notes:

ACA Board of Directors Meeting Minutes
June 11, 2021

Page 5 of 15



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- Committee meeting held Friday, June 4, 2021 via ZOOM.
- Don Myhre, Communications Manager attended and provided the update on activities to the committee.
- Focus on fishing this spring (Re: what's going on in the province).
- Peregrine cameras are up and running.
- Looking at a wildlife initiative.
- New Discover Guide is printed.
- Kids Can Catch events some smaller events being organized by local clubs.
- Clear Your Gear promotional video.
- Communications Department appreciates any photos being submitted by BOD members.

e. ACA Grants Program Committee

Randy Collins, Committee Chair provided update, points noted:

- Committee meeting held June 4, 2021.
- · Reviewed priorities, and how funding is awarded.
- Consensus that the system is working and working well.
- Thanks to Chuck Priestley for chairing the adjudication process.
- Looking at the Biodiversity grant process and revisions to be the same as the other granting processes.

TOR005-Rev4-20210611 - Grants Program Terms of Reference - revised and reviewed

MOTION # 26/21

Moved by: Perry McCormick Seconded by: Fred Calverley

Move that the ACA Board of Directors' approve TOR005-Rev0-20210611 – ACA Grants Program Terms of Reference as presented.

MOTION CARRIED

f. Operations Standards Review Committee

Mark Boyce provided an update from the committee meeting:

- Discussion following a webinar on grazing and management of ACA properties.
- Citizen Science discussion regarding statistical sampling.
- Fisheries round table discussion.
- Feral horses roundup Grande Prairie area, 49 horses captured 100% capture.
- Finalizing AGGP Grant
- Approved protocol for carbon capture/credit program, project wrapped up, ACA working on data and reporting.

ACA Board of Directors Meeting Minutes June 11, 2021 Page 6 of 15

- ACA Chair Review initiate process. Contact U of A to move forward with process.
- Recommendation from the OSR Committee that TOR009-Rev1-20130815 Operation Standards Review Committee Terms of Reference be accepted as the document has been reviewed, no changes required.

MOTION # 27/21

Moved by: Randy Collins Seconded by: Brian Joubert

Move that the recommendation from the Operations Standards Review Committee, that the following document has been reviewed with no revisions required and will be maintained for an additional 3 years. After which time the document will be brought forward for review by the committee.

TOR0090-Rev.1-20130815 - Operations Standards Review Committee Terms of Reference.

MOTION CARRIED

g. Recruitment Committee

Robert Gruszecki provided an update from the meeting that was held, points noted:

- Review of the current status of Regional PAL Representatives.
- Start posting recruitment for CE PAL by the end of June or early July.
- SO PAL Richard Stamp recommend reappoint for another 3 year term.

MOTION # 28/21

Moved by: Robert Gruszecki Seconded by: Fred Calverley

Move the ACA Board of Directors' approve the reappointment of Richard Stamp as Southern Region PAL for additional 3 year term (ending in June 2024).

MOTION CARRIED

• Recommendation from the Recruitment Committee that TOR012-Rev0-20141211 – Recruitment Committee Terms of Reference be accepted as the document has been reviewed, no changes required.

ACA Board of Directors Meeting Minutes
June 11, 2021

Page 7 of 15



MOTION # 29/21

Moved by: Fred Calverley Seconded by: Sandra Mellon

Move that the recommendation from the Recruitment Committee, that the following document has been reviewed with no revisions required and will be maintained for an additional 3 years. After which time the document will be brought forward for review by the committee.

TOR012-Rev.0-20141211 – Recruitment Committee Terms of Reference.

MOTION CARRIED

- Business Representative Committee feels this is not the time to fill this role. Need to define the position needs and the needs of the BOD. ACTION ITEM: Defer discussion regarding Business Representative position to the August meetings. BOD members to forward any comments to Robert Gruszecki for this topic.
- Board Matrix discussion on results of the matrix document submitted by BOD members. Suggestion to revise the document to include more detail.

Matthew Mellon departed the meeting @ 11:53 AM

h. Governance Committee Report

Committee Chair Brian Joubert provided updates from the committee meeting, reviewed the following documents and recommend acceptance as presented:

Reviewed/revised the following documents, which will be presented at the June BOD Meeting for approval.

- BOD005-Rev3-20151210 Code of Conduct.
- BOD011-Rev0-20150819 Electronic Voting.
- BOD014-Rev0-20171214 Removal or Suspension of a Member.
- BOD024-Rev0-20210611 Grounds for Disqualification from Receiving Funds from ACA.
- BOD025-Rev0-20210611 Diversity, Equality and Inclusion statement to be presented at the June 2021 meeting.

ACA Board of Directors Meeting Minutes June 11, 2021 Page 8 of 15



MOTION # 30/21

Moved by: Greg Shyba Seconded by: Randy Collins

Move that the recommendation from the Governance Committee, that the following documents have been developed, reviewed and be adopted as presented by the ACA Board of Directors.

BOD005-Rev3-20210611 – Code of Conduct for Directors.

BOD011-Rev2-20210611 - Electronic Voting Process

BOD014-Rev2-20210611 - Procedure for Removal or Suspension of a Member.

BOD024-Rev0-20210611 - Grounds for Disqualification from ACA Grant Funding.

BOD025-Rev0-20210611 - ACA Diversity Statement

MOTION CARRIED

i. PAL Member Committee

(Attachment O)

Sandra Mellon, committee chair advised that no committee meeting was conducted. NW PAL Member quarterly report was provided for information, reviewed and discussed.

j. Organizational Risk Report

(Attachment P)

Organizational Risk Report was presented by Todd Zimmerling, President & CEO, no major risks were identified.

k. Northern Board Liaison Report

No report provided.

I. Indigenous BOD Liaison Report

No report provided.

m. Director Emeritus Report

No report provided.

ACA Board of Directors Meeting Minutes June 11, 2021 Page 9 of 15



n. AEP Representative Report - Verbal

Jurisdiction

- Re-organizations from 2020 is complete. The Alberta Fish and Wildlife Stewardship Branch
 was combined to deliver all aspects of Fish and Wildlife legislation, regulation, policy, program
 and implementation.
- Tom Davis is the new ADM responsible for the Resource Stewardship Division (of which the Fish and Wildlife Stewardship Branch is a part of).

Regulatory Updates

- Species at risk program focus on wood bison, caribou and native trout (Bull trout, Athabasca rainbow trout and Westslope cutthroat trout) – details below.
- Fisheries regulations adjusted to create a new "guide license" for anglers and penalties for leaving ice fishing shacks on provincial lakes beyond a specified date.
- Wildlife regulations are under review as part of a comprehensive modernization of the Wildlife Act and Wildlife Regulations over the coming year

Policy Updates

- Major game species management plans have been updated, including the final work on our Mule Deer Management Plan that encompasses the CWD aspects. Additional plans include the Turkey plan, Grizzly Bear plan among others.
- A revised "Falconry Policy for Alberta" was developed to accommodate additional falconry and/or game hawking organizations and final drafts of the provincial trapping policy is in review.
- Canada Alberta Woodland Caribou Conservation Agreement
 - In October 2020, Alberta and Canada signed a conservation agreement, pursuant to the federal Species at Risk Act. The agreements commit the province to a number of landscape planning, population and habitat management and recovery measures over the next five years. The agreement can be viewed at: <u>Canada – Alberta Woodland</u> <u>Caribou Conservation Agreement</u>.
- Native Trout Recovery Programming Update
 - The Native Trout Recovery Program (NTRP) is planning the 2021/22 field season, in collaboration with our partners (Trout Unlimited Canada, Alberta Conservation Association, Cows and Fish, Canadian Parks and Wilderness Society, and the Foothills Research Institute), to continue habitat recovery work including on the Berland River, Tay River, Rocky and Fall creeks. To address hybridization, staff are developing a broodstock for Westslope Cutthroat Trout. The plan to develop broodstock was created in partnership with experts from Montana, Parks Canada Agency and Fisheries and Oceans Canada. Staff will be out in the field this spring and summer with Fisheries and Oceans Canada to collect gametes to bring into the hatchery. In addition, staff are planning to continue the trial of the remote streamside incubation for Westslope Cutthroat Trout in the Oldman watershed.
 - The NTRP is also working on expanding the network of partnerships. This year, the Alberta Backcountry Hunters and Anglers are helping to collect field data. The NTRP

ACA Board of Directors Meeting Minutes June 11, 2021

Page 10 of 15



will also be reaching out to 40 Indigenous Communities along the Eastern Slopes to raise awareness and better connect communities that are looking to get involved in Native Trout Recovery Actions. The NTRP is also communicating with the Coal Association of Canada and the Alberta Forest Products Association to appropriately connect those industries with Native Trout Recovery Actions.

- Grizzly Bear Recovery
 - AEP released the revised Alberta Grizzly Bear Recovery Plan on March 31, 2021 and Foothills Research Institute released several Bear Management Area grizzly bear population inventory reports. These reports can be viewed at:
 - Bear Management Area 4
 - Bear Management Area 7
 - Grizzly Bear Recovery Plan
 - Alberta has also commissioned an updated provincial status report for grizzly bears to inform a detailed status review over the next 1-2 years.
 - AEP is seeking partnership support for implementation of the grizzly bear recovery plan.
- Ronald Lake Bison Herd Cooperative Management Board
 - o The Ronald Lake Bison Herd Cooperative Management Board, advisory to the Minister of Alberta Environment and Parks held its inaugural meeting in February 2021. The Board is comprised of members from Indigenous communities, non-governmental associations, natural resource companies, provincial and federal governments and technical members. The Board is currently working on its Terms of Reference.

Emerging Issues / Trends

- Cormorant Monitoring and Management Program Bonnyville, Alberta
 - AEP is implementing a cormorant monitoring and management program in North Eastern Alberta (Bonnyville area) commencing spring 2021. This program will involve monitoring to understand the number and size of cormorant colonies in area, where the birds feeding, how much fish they are consuming and what impact they may be having on the recreational fishery in the area. Cormorant population management (egg oiling) will also be undertaken at two known colonies. Fish and Wildlife staff will also be completing cormorant community monitoring and diet analysis to understand what they are feeding upon. Public education and engagement as well as engagement with Indigenous communities are also objectives this year.
- Northern Sharp-tailed Grouse Monitoring Program
 - The Northern Sharp-tailed Grouse Monitoring Program aims to implement coordinated monitoring to assess the status of historical lek sites, identify new leks sites, estimate population trends, and quantify habitat preferences of sharp-tailed grouse in central and northern Alberta. This information will be used to inform future monitoring efforts and to support management decisions in the region. Autonomous recording units have been deployed in high potential lekking habitats to assess their potential to enhance the efficiency of monitoring efforts. The overall monitoring plan is still in development and additional monitoring efforts are slated to begin in the spring of 2022.

ACA Board of Directors Meeting Minutes June 11, 2021

Page 11 of 15



Invasive species – moss balls

 In association with federal and US partners, AEP moved quickly to ensure the risk of invasive mussels were contained through a new vector (Aquatic moss balls). A huge effort across multiple jurisdictions was undertaken to effectively communicate and contain this species

Competitive fishing events

 AEP is evaluating the competitive fishing event program in light of broader, multiple waterbodies approaches to these events. Events are also considering multiple provinces and species.

Other

Provincial Advisory Councils for fish and wildlife

F&W is evaluating options to restore provincial council(s) to received advice related to
policy and regulations governing fish and wildlife. These new council(s) are intended
to demonstrate inclusivity, focusing on topic driven needs ensuring diversity, equality
and inclusion

Data availability and transparency

- F&W is working to provide online access to information and date that many hunters and anglers are requesting. Presently the survey data and summaries for many projects undertaken such as fish index netting and ungulate surveys are posted.
- o F&W is actively working on uploading allocation information across all platforms, resident hunters, landowners, commercial hunters in addition to ungulate estimates.

International / National collaboration

- Association of Fish and Wildlife Agencies meeting to be held in Calgary, AB in September 2023 – this marks the first time in over two decades the meeting is hosted north of the border. AEP and the planning team will be seeking sponsors and support to make the meeting a success. Planning is starting in July.
- Fall Flights Task force is underway to seek opportunity and barriers to increase funding to support wetland conservation and enhancement in Canada
- Global values survey The global values survey will launch in Canada likely later this summer. The survey is undergoing French translation. A contract through the CWDC is established to support a Canada specific report highlighting individual provinces. Territories and Newfoundland/Labrador are unable to receive survey due to low population levels

7. Old Business

a. Golden Ranches - Update

 Project appears to be moving forward, waiting on word from Environment Ministers office regarding the ECOGIFT.

ACA Board of Directors Meeting Minutes June 11, 2021

Page 12 of 15



b. JPC / MOU – Update

- MOU and program agreements are currently waiting for signature by the AEP Minister.
- JPC process continues.

8. Reports

a. Public Opinion Survey results

- Results were emailed to BOD for review prior to the scheduled meeting.
- Trending in the right direction
- Support continues to improve (for hunting and fishing).
- ACA recognition is at 5%.

9. New Business

a. CWD Vaccine Proposal

CWD Vaccine Proposal was presented.

MOTION # 31/21

Moved by: Mark Boyce Seconded by: Travis Ripley

Move that there is support for the proposal by the ACA Board of Directors, more detail is required and requested.

MOTION CARRIED

Following detail to be included in proposal:

IP Agreement – what are the details around intellectual property.

What does success look like?

Outcomes?

Yearly deliverables/reporting.

Leveraging on funding (clear understanding in regard to leveraging options.

Reviewed by BOD and 1 more external reviews.

Recommendation that external review be conducted.

Recognition of contribution.

Timeline – August 1 for proposal.

Sandra Mellon departed the meeting @ 1:40 PM

b. Fisheries Chair Proposal U of C

(Attachment Q)

ACA Board of Directors Meeting Minutes
June 11, 2021

Page 13 of 15



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Proposal for ACA Fisheries Chair with the U of C, presented by Greg Shyba and Fred Calverley.

MOTION # 32/21

Moved by: Greg Shyba Seconded by: Fred Calverley

Move that ACA Board of Director's accept the proposal submitted by the University of Calgary and fund the U of C Fisheries Chair in the amount of \$200,000.00 / year for 5 years, pending identified ACA surplus for 2021..

Tabled

Deferred to August 2021 ACA BOD Meeting. ACTION ITEM: Pres & CEO will investigate options with the Dean of the U of C in regard to the Fisheries Chair. Discuss with AEP, Chief Scientist to identify research needs. Pres & CEO and CFIO will look at funding options.

c. <u>Electronic Motion: 05/21EV – Ratification: HSF Purchase – East Reno Conservation Site</u> (Attachment R)

MOTION # 33/21

Moved by: Randy Collins Seconded by: Mark Boyce

Move that the ACA Board of Directors approve \$221,000.00 (Two Hundred and Twenty One Thousand Dollars) from the 2020/2021 Habitat Securement Fund to purchase the East Reno Conservation Site (Jussila). SW and Pt. SE 36-080-19-W5M (240.19 Acres). Located in close proximity to the Kimiwan/Winagmi/Lesser Slave Focus Area. In partnership with other conservation organizations.

MOTION CARRIED

1 Abstention

d. <u>Electronic Motion: 06/21EV – Ratification: Funds to Close – East Reno Conservation Site</u> (Attachment S)

MOTION # 34/21

Moved by: Randy Collins Seconded by: Mark Boyce

Move that the ACA Board of Directors' approve the wire transfer of \$240,000.00 (Two Hundred and Forty Thousand Dollars) representing the funds to close to purchase the East Reno Conservation Site (Gagnon), SW and Pt. SE 36-080-19 W5M (240.19 Acres). Closing Date: April 14, 2021.

MOTION CARRIED

1 Abstention

ACA Board of Directors Meeting Minutes June 11, 2021 Page 14 of 15

10. Closed Session

No closed session required.

11. Date and Location of Next Meeting

- a) BOD Calendar Event List (Attachment T) provided for information
- b) 2021 Meeting Calendar (Attachment U)

The next scheduled BOD Meeting – August 17-18 2021– Edmonton, AB

- August 17, 2021 (Tuesday)
 - C
- Committee Meetings will be scheduled.
- August 17, 2021 (Tuesday)
- ACA Annual General Meeting 5:30 PM
- August 18, 2021 (Wednesday)
- 9:00 AM 4:00 PM Regular ACA BOD Meeting
- August 19, 2021 (Thursday)
- **Waterfowl Warmup**

12. ADJOURNMENT

MOTION # 35/21

Moved by: Fred Calverley

Seconded by: Perry McCormick

Move that the BOD Meeting be adjourned.

MOTION CARRIED

The Board of Director's meeting was adjourned at 2:46 PM.

(Chairman)

(Secretary)

ACA Board of Directors Meeting Minutes June 11, 2021 Page 15 of 15

