

# Alberta Conservation Association

## Minutes of the August 18, 2021 Board of Directors Meeting



Four Points by Sheraton, Edmonton South  
7230 Argyll Road, Edmonton, AB T6C 4A6  
9:00 AM – 4:00 PM

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- 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
  - Ken Ambrock (Director) – Public At Large, Northern Alberta Board Liaison
  - Randy Collins (Director) – Alberta Fish and Game Association
  - Brian Joubert (Director) – Nature Alberta
  - Richard 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
- Todd Zimmerling – President & CEO, ACA  
Debora Dueck – Recording Secretary, ACA  
Lori-Jeanne Edwards – CFIO, ACA
- VIA ZOOM:
- Fred Calverley (Director) – Trout Unlimited Canada
  - Perry McCormick (Director) – Pheasants Forever Alberta Council
- REGRETS:
- Mark Boyce (Director) – ACA / U of A Chair in Fisheries & Wildlife
  - Robert Grandjambe (Director) – Indigenous BOD Liaison
  - Richard Stamp (Director) – Public At Large, SO Region
  - Brent Watson (Director) – Alberta Bowhunters Association
  - Vacant - Treaty 8

### 1. CALL TO ORDER

Chairman Bill Abercrombie called the meeting to order August 18, 2021 @ 9:06AM  
Chairman Bill Abercrombie welcomed the board members to the meeting.

## 2. APPROVAL OF THE AGENDA & MEETING TIME LIMIT

### MOTION # 37/21

Moved by: Ken Ambrock  
Seconded by: Travis Ripley

Move that the August 18, 2021 agenda be accepted as presented.

**MOTION CARRIED**

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

## 3. ACCEPTANCE OF THE MINUTES

### a. June 11, 2021 Board of Directors' Meeting – Electronic Motion: 36/21EV (Attachment A – Minutes of the June 11, 2021 BOD Meeting)

### MOTION # 38/21

Moved by: Greg Shyba  
Seconded by: Sandra Mellon

Move that the ACA Board of Directors' agree that this is an accurate reflection of the votes placed and therefore ratify Electronic Motion: 36/21EV stating: "**Move that the Minutes of the June 11, 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:

- Happy to be able to meet in person. More productive, open, frank discussions take place in person.
- ATA – invitations for the AGM and Conference September 10-11/21 are out, also the grand opening for the new facility (Alberta Centre for Trapping & Bush Craft) in Dapp, AB.
- RFMA has been awarded.

**b. President & CEO**  
(Attachment C)

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

So far this summer has run relatively smoothly. As COVID numbers begin to decrease and vaccination rates increase, we have slowly removed restrictions on how we operate. As of August 16, we returned to our offices full time, and assuming the current COVID spike does not get out of control we anticipate having our offices open again going forward. Staff have done a great job with COVID mitigation efforts and this is likely to continue for the foreseeable future.

Although fishing license sales have declined from the large jump we saw in 2020, we are still above 2019 levels and, overall revenue has been fairly strong, with corporate partners slowly starting to come to the table again.

Some of the highlights from this quarter have been the initial JPC meetings with AEP to discuss next years AOP. These meetings have been challenging, but productive. In addition, our first ever Kids Can Catch event with the Africa Centre was a great success. The participants were very grateful for the opportunity and the organizers were happy with the results and looking forward to future partnerships.

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

**c. Finance & Audit Committee**

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

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

Total revenue increased from the prior fiscal year by \$ (68,742).

- Levy revenues are \$ 324,630 lower than received in the prior year.
- Resident Fishing license sales have decreased by \$432,960 or 9.2% (approximately 23,659 less licenses over the prior year).
- Non-Resident Fishing license sales have increased by 8.2%, contributing an additional \$10,222 to levies.
- Wildlife Certificate sales have decreased .27% over the prior year, resulting in a decrease in levies of \$17,536.
- Hunting Draws decreased by 0.3% over the prior year.
- Hunting License sale are up over the prior year, mostly due to timing of the purchases, except for Resident Pheasant and Game Bird licenses, these are up by 20% over the prior year, contributing an extra \$27,950 to levies
- Partner Contributions are \$35,799 higher than received in the prior year.

Revenue are \$262,649 higher than year to date budgeted amounts.

- Levy revenue was higher than budgeted levels by \$157,224.

- Partner revenue is higher than the year-to-date budget by \$77,197.
- Grants and funds are under budget by \$ (44,077).

Operating expenses (expenses that are controllable by management) were \$ 571,531 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.

The organization is \$(1,402,588) under budgeted year to date expenditures. Salaries and Benefits – Bonuses 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 \$4,477,417 exists compared to the results of the prior year where a surplus of \$5,117,690 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 \$4,931,024 for the period compared to \$5,878,739 in the prior year.

ACA reported an accounting or total organizational surplus of \$4,999,405, 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 \$32,540; the unrealized gain on investments was \$414,108. Investment income was \$13,044. 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 \$(6,086).

#### Cash Flow Statement

- Cash flows from operating activities resulted in a cash increase of \$2,927,680. 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 \$6,276,142. Of this amount, \$585,791 is restricted and not available for operating expenditures, which includes the In Trust, Restricted and RAP accounts. USD funds available for use are \$567,623.

#### Statement of Financial Position

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

- Current assets have increased by 31.4% from recorded levels at July 31, 2020. Accounts Receivable is comprised of receivables from partners and contributors.
- The Endowment Fund balance is \$3,235,521 up 12.0% from last year. Half of the increase in the fund on a yearly basis due to interest and gains (not including increase because of additional principle investment) 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 \$228,439. 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. 39,956 total acres are held by ACA.
- The total fair market value of the investments is \$3,832,221 representing an increase of 15.4% over the fair market value at July 31, 2020.
- The Habitat Securement Fund has a balance of \$961,675 as of July 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-1 Karvonen Film Collection**

Discussion on value of the collection.

**MOTION # 39/21**

**Moved by: Greg Shyba  
Seconded by: Chuck Priestley**

Move that the ACA Board of Directors' initiate transfer of the of the Karvonen Film Collection to the Provincial Archives.

**MOTION RESCINDED**

**MOTION # 40/21**

**Moved by: Greg Shyba  
Seconded by: Chuck Priestley**

Move that the ACA Board of Directors' strike a committee to investigate the best way to resolve the options with regard to the Karvonen Film Collection.

**MOTION CARRIED**

**Committee Members Appointed:**

Chuck Priestley – Chair  
Randy Collins  
Richard Mellon  
Bill Abercrombie (Ex-Officio)  
Todd Zimmerling (Ex-Officio)

**d. Communications Committee**

Randy Collins, Committee Chair advised there was no committee conducted.

- Next scheduled committee meeting is December 2021.

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e. **ACA Grants Program Committee**

Randy Collins, Committee Chair provided update, points noted:

- Biodiversity Grant application process is underway
- The Grants Program Terms of Reference, with the incorporation of the Biodiversity process was presented for approval.

TOR005-Rev5-20210818 – Grants Program Terms of Reference – incorporation of the Biodiversity process, was reviewed.

**MOTION # 41/21**

**Moved by: Perry McCormick  
Seconded by: Fred Calverley**

Move that the ACA Board of Directors' approve TOR005-Rev5-20210818 – ACA Grants Program Terms of Reference as revised, with incorporation of the Biodiversity process.

**MOTION CARRIED**

- ***ACTION ITEM: Adjudicators list – Please advise Committee Chair or Pres & CEO of any additions to the adjudicators list.***
- ***ACTION ITEM: Discussion on including a recognition of the adjudicators and the adjudication process in the Annual Report.***

f. **Operations Standards Review Committee**

No committee meeting scheduled.

g. **Recruitment Committee**

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

- CE PAL resumes – to be shortlisted by August 22, 2021.
- Interviews scheduled for August 30 & 31, 2021.
- Recommendation to the ACA Board of Directors prior to the December 2021 meeting.

**h. Governance Committee Report**

Committee Chair Brian Joubert advised that no committee meeting was scheduled.

**i. PAL Member Committee**

*(Attachment E)*

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

Code of Conduct Policy - the PAL Members will follow the approved policy, as per all ACA Board of Director Members.

PAL Member Evaluations – will be reviewed at the December 2021 meeting.

**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**

Ken Ambrock provided a verbal report, points noted:

- Blue green algae issues on the lakes in Northern Alberta.
- Black bear, cougar, wolves and deer are on the increase, wild boar is in the area.
- Advised landowners that ACA does not make the regulation changes.
- People want yellow perch stocked.
- General comments received regarding how fisheries are managed, issue is walleye are under the slot limit.

**l. Indigenous BOD Liaison Report**

Report provided for information.

**m. Director Emeritus Report**

No report provided.



#### n. AEP Representative Report - Verbal

- Resumption of the "Order of the Bighorn Awards" -

**Alberta's government is now accepting nominations for the Order of the Bighorn, which recognizes individuals for their outstanding volunteer environmental conservation efforts.**

In celebration of Environment and Parks' 50th anniversary, the government is resuming these distinguished awards, which provide an opportunity to recognize individuals whose voluntary efforts contribute to achieving shared conservation goals in the province.

"I am excited to re-introduce the Order of the Bighorn award and acknowledge the volunteers making a difference in conservation across our province. Albertans who have received the Order of the Bighorn award are great examples of civil society's efforts in environmental stewardship."

*Jason Nixon, Minister of Environment and Parks*

- Walleye Stocking - began stocking walleye fry and fingerlings to many waters in southern Alberta following the successful walleye spawn camp hosted at LSA. Fingerlings went into Sylvan Lake and more to be stocked into Milk River Ridge Reservoir next week
- AEP is leading the Fish and Fish Habitat Protection Program Committee with DFO and is focused on submitting input to inform the development of national fisheries policies. Policies under review include: Offsetting and habitat banking; cumulative effects; and Codes of Practice/Standards
- AEP is focused on significant delivery of the native trout recovery program and is working with conservation groups and industry to be successful in improving habitats and securing native trout
- Engagement:
  - we will be commencing engagement on the wildlife vision for Alberta and the recently update Turkey Plan - expect engagement announcements to be coming out soon
  - Resuming Mule Deer Advisory Committee meetings
  - Preparing for in-person and online fisheries engagements
- Wildlife Act and Regulation - under review
- Wild Sheep disease monitoring - with strong support from Wild Sheep Foundation Alberta, we are promoting the nasal swabs and disease monitoring for bighorn sheep - information available, including the updated Bighorn sheep respiratory disease monitoring in Alberta Annual progress report (July 2021)
- Licensing changes - will be reviewing options to provide free WiN cards through ReLM - AEP is exploring options to recover lost revenue through fee review
- Mule Deer Draw delays:

This year, we have substantially increased the number of antlerless Mule Deer permits in many WMU's, including those on the leading edge of CWD and beyond, in order to meet several objectives:

1. Reduce deer densities and hence lower the probability of disease transmission between infected and uninfected deer.
2. Reduce deer densities such that the rates of geographic spread of CWD in cervids are slowed, and to maintain disease free-status in uninfected populations of cervids.
3. Reduce deer density such that the deposition of active prions are not deposited on the landscape at a rate to create a persistent state of environmental contamination.
4. Reduce deer densities such that the possibility of CWD infecting Threatened populations of Woodland Caribou are minimized.

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5. Increase Antlerless deer tags in proportion to natural population increases found occurring in wildlife management units surveyed within the last three years
6. Maintain a conservative harvest of antlered mule deer such that quality hunting opportunities will remain for Alberta hunters and Outfitters.

We are actively working with Genome Canada and the Alberta Conservation Association in order to further the clinical and social research of CWD in Canada as well as looking at the potential for developing vaccines.

- Bison S11 document out for review - engagement ends on Aug 25th - we would welcome member group input
- Cormorant program wrapped up this year - oiled eggs at Muriel, Frog and Winifred lake - expecting a summary document to be available shortly

## 7. Old Business

### a. JPC / MOU – *Update*

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

### b. U of C Fisheries Chair Introduction – (*Attachment G*)

U of C proposal provided for review and discussion.

**ACTION ITEM: President & CEO directed to respond and discuss other options.**

### c. CWD Proposal – (*Attachment H*)

CWD proposal provided for review and discussion.

#### **MOTION # 42/21**

**Moved by: Randy Colins  
Seconded by: Brian Joubert**

Move that the ACA Board of Directors' move forward with an CWD agreement pending positive results from the reviewers.

**MOTION CARRIED**

## 8. Reports

### a. Draft Annual Report 2020-2021 (*Uploaded to BOD Website*)

Draft Annual Report 2020-2021 was provided for review, discussion and approval.

**MOTION # 43/21**

**Moved by: Richard Mellon  
Seconded by: Chuck Priestley**

Move that the ACA Board of Directors' approve the 2020/2021 Annual Report as presented

**MOTION CARRIED**

**9. New Business**

- a. No new business

**10. Closed Session**

**MOTION # 44/21**

**Moved by: Robert Gruszecki  
Seconded by: Randy Collins**

Move that the ACA Board of Directors' move to "Closed Session" @ 11:55 AM

**MOTION CARRIED**

**MOTION # 45/21**

**Moved by: Randy Collins  
Seconded by: Robert Gruszecki**

Move that the ACA Board of Directors' revert back to the regular board meeting @ 12:58 PM

**MOTION CARRIED**

**MOTION # 46/21**

**Moved by: Greg Shyba  
Seconded by: Jeana Schuurman**

Move that the ACA Board of Directors', give direction to the ACA Board Chairman to contact Robert Grandjambe, Indigenous BOD Liaison to discuss his continued role on the board.

**MOTION CARRIED**

**2 Abstentions**

**11. Date and Location of Next Meeting**

- a) BOD Calendar Event List (Attachment I) – provided for information  
b) 2021 Meeting Calendar (Attachment J)

**The next scheduled BOD Meeting – December 8-9, 2021– Edmonton, AB**

- **December 8, 2021 (Wednesday) - Committee Meetings will be scheduled.**
- **December 9, 2021 (Thursday) – Regular BOD Meeting**

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12. ADJOURNMENT

**MOTION # 47/21**

Move that the BOD Meeting be adjourned.

**Moved by: Sandra Mellon  
Seconded by: Ken Ambrock**

**MOTION CARRIED**

The Board of Director's meeting was adjourned at 1:04 PM.



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(Chairman)



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(Secretary)