

## Issue Summary Report

### LICA MEMBERSHIP

#20150313002

Meeting : Council - Regular Meeting

Meeting Date : 2015/03/24 18:00

Meeting Type : COUNCIL - REGULAR MEETING

### Executive Summary

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During Council's strategic priorities session in early March, an expression of interest was made to rejoin Lakeland Industry & Community Association (LICA). Attached is a letter from the LICA extending an invitation to the City of Cold Lake to join LICA as a member in 2015. Municipal government membership fees are based on Statistics Canada data and in the case of Cold Lake, would result in an annual membership fee of \$750.

### Background

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Lakeland Industry & Community Association (LICA) is a not-for-profit society that is a multi-stakeholder partnership between community, industry and government. A summary of membership benefits have been attached for reference purposes. Further information regarding LICA including their mission, goals and objectives may be found at [www.lica.ca](http://www.lica.ca).

LICA Chairman Mr. Robert Deresh and Vice-Chairman Mr. Harold Ross attended Council's regular meeting of April 14, 2009 as a delegation advising that LICA was making some changes and would start invoicing municipalities an annual membership fee. In 2010, Council expressed concerns with regard to the cost of the annual membership and requested that LICA provide further information regarding the benefits of the membership. Based on past reports, it is understood that the proposed annual membership fees for 2010 were \$5,000. Council advise administration not to renew the membership on a go forward basis.

Further to the membership fees, there was also confusion with regard to board members. At Council's regular meeting held May 26, 2009 a query was made with respect to whether or not Cold Lake Council would be appointing a Council representative to the Lakeland Industry & Community Association (LICA) as per their letter of request dated May 18, 2009 (**attached**). Mayor Copeland attended a meeting the evening of Wednesday, May 27, 2009 and confirmed that LICA meetings are the first Thursday of each month during the day with some other sub committee involvement. The LICA Chairman felt that one political person could represent the entire LICA region and the need for one political person from each municipal Council was not necessary. The item was brought forward to the Corporate Priorities Committee meeting held June 16, 2009 and it was agreed that a letter be written to the M.D. of Bonnyville (**attached**) to clarify if regional representation already existed. A letter was sent to the M.D. of Bonnyville seeking clarification and their response (**attached**) was that the M.D. Councilor was the appointed government representative that represents all municipal members of LICA. At Council's regular meeting held August 11, 2009, Council resolved to not appoint a City of Cold Lake Council representative to the LICA (**letter attached**) as M.D. of Bonnyville seemed to have already appointed a government representative that represents the municipalities within the LICA area.

Despite the above, during Council's strategic priorities session in early March, an expression of interest was made to rejoin Lakeland Industry & Community Association.

### Alternatives

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Council may have the following options:

- Council pass a motion authorizing the City of Cold Lake to become a member of LICA.
- Council may defeat a motion authorizing the City of Cold Lake to become a member of LICA

### **Recommendation**

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Administration recommends that Council pass a motion authorizing the City of Cold Lake to be a municipal member with the Lakeland Industry and Community Association (LICA).

### **Additional Information**

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**Budget Implications (Yes or No) :**

Yes

**Respectfully Submitted by :**

Kevin Nagoya, CAO



Box 8237  
5107W – 50th Street  
Bonnyville, AB T9N 2J5  
Phone: (780) 812-2182  
Fax: (780) 812-2186  
Toll Free: 1-877-737-2182  
E-Mail: lica2@lica.ca  
Website: <http://www.lica.ca>

March 13, 2015

RECEIVED

MAR 17 2015

CITY OF COLD LAKE

Mayor Craig Copeland &  
Members of Council  
City of Cold Lake  
5513 – 48 Avenue  
Cold Lake AB T9M 1A1

Dear Mayor Copeland & Members of Council:

**MEMBERSHIP IN LICA**

Lakeland Industry & Community Association (LICA) would like to take this opportunity to once again extend a warm invitation to the City of Cold Lake to join LICA as a member in 2015. LICA is a not-for-profit society that is a multi-stakeholder partnership between community, industry and government. We are a community based synergy group working together to support a healthy and sustainable environment.

**When you join LICA, you gain:**

- The opportunity to support and contribute to responsible resource development
- A conduit of communication between communities, various levels of government, and industries; new contacts, relationships and networks. This may be particularly beneficial with the standing up of the Alberta Environmental Monitoring, Evaluation and Reporting Agency (AEMERA).
- Shared information, knowledge and answers
- Participation in airshed and watershed activities
- The ability to sort out concerns before they become problems
- And much more, as noted in the attachment!

We invite you to check out LICA's website at [www.lica.ca](http://www.lica.ca) to learn more about what we have to offer. I can also send along additional material if any members of Council feel that would be beneficial. I am sure that you can agree that supporting sustainable development and the environment in our region are causes worthy of your Council's support.

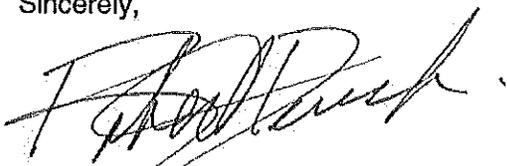
LICA's Membership form is attached for your convenience and you will note that municipal government membership fees are based on Statistics Canada data and in the case of Cold Lake would result in an annual membership fee of \$750.

There are various levels of participation available to you from access to all of our monitoring results, studies, agendas and minutes, to full participation on the Board and our Committees. LICA's Board of Directors has two government seats: one is designated for the regulator (AER), and the other is filled by another government or department – that seat is currently filled by the M.D. of Bonnyville who brings the municipal government perspective to the table. The seat is assigned regularly according to the wishes of that group. In this way you do not have the unnecessary burden of designating a representative during years when your Council has formidable restrictions of time and other commitments.

If you are interested in becoming a Member, please fill out the form and e-mail or fax it back to our office at your earliest convenience. Please do not hesitate to contact me or our Executive Manager Charmaine Code, should you have further questions or would like a presentation provided to Council.

We look forward to welcoming you to the table!

Sincerely,

A handwritten signature in black ink, appearing to read 'Robert Deresh', written in a cursive style.

Robert Deresh  
CHAIRMAN

Attach.



Box 8237  
 5107W – 50th Street  
 Bonnyville, AB T9N 2J5  
 Phone: (780) 812-2182  
 Fax: (780) 812-2186  
 Toll Free: 1-877-737-2182  
 E-Mail: lica2@lica.ca  
 Website: http://www.lica.ca

## LICA MEMBERSHIP & VOLUNTEER FORM

INDIVIDUAL, PROVINCIAL & FEDERAL GOVERNMENT, FIRST NATION, MÉTIS, NGO's: (NO COST)

MUNICIPAL GOVERNMENT: Population up to 5,000: \$250  
 Population of 5,001 – 10,000: \$500  
 Population over 10,000: \$750

\*Municipal Government fees based on most recent available Statistics Canada population figures.

CORPORATE:  Corporate I (more than 50 employees): \$5,000.00  
 Corporate II (fewer than 50 employees): \$2,000.00  
 Corporate III (fewer than 20 employees): \$1,000.00

Name: \_\_\_\_\_ Organization: \_\_\_\_\_  
 (if applicable)

### OPPORTUNITIES FOR PARTICIPATION:

Please check the committee(s) that you would like to become a member of & complete the reverse side of this form.  
 For more details contact the LICA office.

- |   |  |
|---|--|
| <input type="checkbox"/> Education & Information Committee      | <input type="checkbox"/> Governance Committee  |
| <input type="checkbox"/> Resolution Committee ( <i>Ad Hoc</i> ) | <input type="checkbox"/> Airshed Zone  |
| <input type="checkbox"/> Beaver River Watershed Alliance        | <input type="checkbox"/> I support this organization but I am not interested in being on a Committee at this time. |

### VOLUNTEER OPPORTUNITIES:

Please check the volunteer opportunities in which you may be interested in participating:

- Air Quality Monitoring     Education Programs     Lakewatch Program     Event Hosting  
 Great Canadian Shoreline Clean Up     Attend a Meeting

### I AM INTERESTED IN RECEIVING INFORMATION FROM LICA REGARDING THE FOLLOWING:

- Meetings                       Open Houses                       Email Updates  
 Newsletters                       Annual Report                       Other \_\_\_\_\_

**Vision:** Lakeland Industry & Community Association is a balanced partnership actively supporting a sustainable environment.  
**Mission:** LICA supports the environment by gathering, sharing and acting on information regarding development in our region.  
**Values:** LICA demonstrates these values as individuals and an organization:  
 • Respect • Honesty • Integrity • Equality • Cooperation • Transparency • Accountability

I AM INTERESTED IN THE COMMITTEE(S) AS SHOWN ON THE FRONT OF THIS FORM.

1. My interest in the selected committee(s) is:

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2. I bring the following to the committee table (e.g.: state your related experience, general interest, etc.)

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3. I believe that LICA should focus on the following for the next 2 to 5 years:

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4. I am available to attend meetings during the :      Daytime      Evening

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone number

\_\_\_\_\_  
Email

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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5107W – 50th Street  
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Website: <http://www.lica.ca>

## **LAKELAND INDUSTRY AND COMMUNITY ASSOCIATION —WHAT’S IN IT FOR YOU?**

LICA is a synergy group—an association of members of the community, local and provincial government, and members of oil and gas and other industries—who have come together to establish understanding and rapport, share information, and work toward mutually beneficial solutions to local concerns, with reciprocal respect, to support a healthy environment.

### **So what can *you* gain by coming to the LICA table?**

- The chance to bring forward your concerns
- A way to build understanding, respect, and trust
- The ability to sort out concerns before they become problems
- An established process for issue resolution
- Freedom to bring information to the table
- The opportunity to support and contribute to responsible resource development
- Better communication with the sectors that affect your life and business
- A broader perspective, and the chance to understand others’ points of view
- A forum for dialogue and discussion
- Shared information and knowledge
- Answers to questions
- New contacts, relationships, and networks
- A conduit of communication between communities, government, and industries
- Accurate, science-based information
- Freedom to speak an opposing view
- Awareness of emerging issues
- Learning from others’ experiences
- Participation in airshed and watershed activities
- Involvement in activities and decisions with legislative and regulatory impact

### **How can you take advantage of what LICA offers?**

- Bring your knowledge, questions, and concerns to LICA
- Join LICA, as an individual, government, or industry member
- Participate at board, committee, airshed, and watershed levels
- Attend LICA-sponsored information presentations and open houses
- Check out LICA’s website (<http://www.lica.ca>), Annual Report, and newsletters
- Use LICA as a forum to give and receive information and be updated on area concerns and best practices

**Make a change for the positive... join LICA!**



Gen. C. FILE  
SCANNED ORIGINAL

Box 8237  
5107W - 50th Street  
Bonnyville, AB T9N 2J5  
Phone: (780) 812-2182  
Fax: (780) 812-2186  
Toll Free: 1-877-737-2182  
E-Mail: lica2@lica.ca  
Website: http://www.lica.ca

February 16, 2010

City of Cold Lake  
5513 - 48 Avenue  
Cold Lake AB T9M 1A1

Attention: City Council

Dear Mayor Copeland and Members of Council:

**RE: 2010 LICA MEMBERSHIP**

You will recall that our Board Chairman, Robert Deresh, along with the Board Vice-Chairman, Harold Ross, attended to meet with your Council in early 2009. At that time, you were provided with various information regarding Lakeland Industry and Community Association (LICA), as well as a complimentary Annual Membership in LICA for 2009.

As you are aware, our Board of Directors currently has one seat designated for local government, which seat is presently filled by Delano Tolley of the M.D. of Bonnyville. The Board would of course welcome as a Board member whichever one individual is designated by the municipal government group in our region.

At this time I am providing a copy of our Business Plan entitled "Lakeland Industry and Community Association - What's In It For You?" to remind you of the many benefits accruing with membership in our Association. On behalf of the LICA Board of Directors, I am also enclosing an invoice for your 2010 LICA Membership fees, along with our sincere invitation to join our progressive group of community, industry and government members supporting a healthy and sustainable environment.

Should you require any further information, please do not hesitate to let me know. In the meantime, thank you for your ongoing support.

Yours truly,

Charmaine Code  
EXECUTIVE MANAGER  
CC/gn  
Attach. (2)

cc. Table Officers

RECEIVED  
FEB 19 2010  
e-mailed Mayor  
CITY OF COLD LAKE

Council & CAP



## LAKELAND INDUSTRY AND COMMUNITY ASSOCIATION —WHAT'S IN IT FOR YOU?

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**Make a change for the positive... join LICA!**



# INVOICE

Invoice No.: 970  
 Date: Feb 16, 2010  
 Page: 1

5107W - 50th Street, P.O. Box 8237  
 Bonnyville, AB T9N 2J5  
 Phone: (780) 812-2182

**Sold to**

**City of Cold Lake**  
 5513 - 48 Avenue  
 Cold Lake, AB  
 T9M 1A1

A/P RECEIVED  
 MAR 25 2010

Business No.: 89501 8513 RT0001

Description	Amount		
2010 LICA Membership	5,000.00		
<p><i>Lakeland Industry &amp; Community Association is a working partnership supporting a sustainable environment.</i></p>	<table border="1" style="width: 100%;"> <tr> <td style="width: 80%;"><b>Total Amount</b></td> <td style="text-align: right;"><b>5,000.00</b></td> </tr> </table>	<b>Total Amount</b>	<b>5,000.00</b>
<b>Total Amount</b>	<b>5,000.00</b>		



## LICA Meeting & Event Calendar 2011

(Please note that dates are tentative-will be confirmed on a month to month basis)

January 2011	February 2011	March 2011
January 6 – Board of Directors – 9 am January 11 – BRWA Education/Outreach Subcommittee - 9:30 am January 11 – BRWA Conference Planning Subcommittee 12:30 pm January 19 – Airshed – 9:30 am January 19 – Table Officers – 1 pm ( if required) January 20 – BRWA Sub-Committee – 9:30 a.m. January 20 – E&I Committee – 3 pm January 20 – LICA Presentation Series Event #4 & Book Launch January 27 – BRWA AEHAP Subcommittee	February 1 – BRWA – 9:30 am followed by State of the Watershed Subcommittee February 3 – Board of Directors – 9 am February 8 – BRWA Sub-Committee – 9:30 a.m. February 15 – E&I Committee – 9 am February 16 – Airshed – 9:30 am	March 3 – Board of Directors – 9 am March 4 - 6: Bonnyville Home, Farm & Leisure Show (Fri:5pm-9pm; Sat:10am-6pm; Sun:11am-4pm) March 15 – E&I Committee – 9 am March 16 – Airshed - 9:30 am March 16 – Table Officers – 1 pm (if required) Budgets Drafted TBA – Healthy Water Workshop
April 2011	May 2011	June 2011
April 1 – Budgets to Industry April 5 – BRWA – 9:30 am April 7 – Board of Directors – 9 am; Inclusive Budget Meeting to follow April 19 – E&I Committee – 9 am April 19 – BRWA Annual Meeting - TBA April 20– Airshed – 9:30 am April 20 - Table Officers – 1 pm (if required)	May – Industry Agreement to Budgets TBA – Board Org. Meeting – 9:00 am May 3 – BRWA Board Develop. - 9:30 am May 4 - Annual General Meeting – 5 pm May 5 – Board of Directors – 9 am May 17 – E&I Committee – 9 am May 18 – Airshed – 9:30 am May 18 - Table Officers – 1 pm (if required) May 19 – Orientation & Board Development (Board & All Committee Members) 8:00 am – 12 Noon May 27 – LICA Chili Cook-off – Sylvestre’s Parking Lot	June 2 – Board of Directors – 9 am June 2 – Budget Approved by Board June 7 – BRWA – 9:30 am; Fish Fry to follow June 15 – Airshed – 9:30 am June 15 – Table Officers – 1 pm (if required) June 21 – E&I Committee – 9 am June 21 – 23: Bonnyville Oil & Gas Show (Tues: 7pm Registration & BBQ; Wed: 10am-7pm; Thurs: 10am-4pm) TBA – Strategic Planning – 9am – 4pm; Social Event to follow 4pm – 8 pm
July 2011	August 2011	September 2011
CANCELLED – Board of Directors	CANCELLED – Board of Directors	September 1 – Board of Directors – 9 am September 6 – BRWA – Shoreline Cleanup 9:30 am September 6 – BRWA – 11:30 am September 20 – E & I Committee – 9 am September 21 – Airshed – 9:30 am September 21 – Table officers – 1 pm (if required)
October 2011	November 2011	December 2011
October 4 – BRWA Strat. Planning - 9:30 am October 6 – Board of Directors – 9 am October 18 – E&I Committee – 9 am October 19 – Airshed – 9:30 am October 19 – Table Officers – 1 pm (if required)	November 1 – BRWA – 9:30 am November 3 – Board of Directors – 9 am November 15 – E & I Committee – 9 am November 16 – Airshed – 9:30 am November 16 – Table Officers – 1 pm (if required)	December 1 – Board of Directors – 9 am Christmas at LICA Open House - TBA December 6 – BRWA – 9:30 am December 21 – Airshed – 9:30 am December 21 - Table Officers – 1 pm (if required)

- Meetings are in LICA Board Room
- Meeting is being held at another location
- Special event or deadline
- Meetings are in the LICA Office

Revised on: 1/20/2011 at 10:52:33 AM



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Bonnyville, AB T9N 2J5  
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E-Mail: [lca2@lica.ca](mailto:lca2@lica.ca)  
Website: <http://www.lica.ca>

May 18, 2009

Municipal District of Bonnyville  
4095 – 50<sup>th</sup> Avenue  
Bag 1010  
Bonnyville AB T9N 2J7

City of Cold Lake  
5513 – 48<sup>th</sup> Avenue  
Cold Lake AB T9M 1A1

Town of Bonnyville  
4917 – 49<sup>th</sup> Avenue  
Bag 1006  
Bonnyville, AB T9N 2J7

Town of St. Paul  
6101 – 50<sup>th</sup> Street  
P. O. Box 1480  
St. Paul, AB T0A 3A0

Town of Elk Point  
P. O. Box 448  
Elk Point, AB T0A 1A0

County of St. Paul  
5015 – 49<sup>th</sup> Avenue  
St. Paul, AB T0A 3A4

ATTENTION: Mayor/Reeve &  
Members of Council

Dear Mayor/Reeve & Members of Council;

**RE: REPRESENTATION ON THE LICA BOARD OF DIRECTORS**

Thank you again for the recent opportunity for me, along with Vice-Chair Harold Ross, to meet with you to provide information on Lakeland Industry and Community Association (LICA). We appreciated the time that you took to hear our presentation, as well as the numerous questions posed regarding our association.

I am writing at this time to advise that LICA will be holding its Annual General Meeting on Wednesday, May 27, 2009. Immediately following that, the new Board will hold its organizational meeting, which is scheduled for Thursday, May 28, 2009.

**Board of Directors**

Currently, our Board of Directors comprises five community members, three industry members, one First Nations member, one Metis member, two Government members and a number of alternate members. The Government seats are currently held by one representative of the ERCB and also Delano Tolley, a member of the Council of the M.D. of Bonnyville.

- 2 -

At this time, the LICA Board of Directors invites you to determine amongst the municipalities represented in the LICA geographical region, who you would like to represent you on our Board. You will see from the above inside addresses that six municipalities are involved and, in fairness to each of you, we wish to provide you with this opportunity.

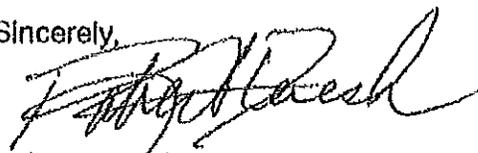
Airshed Zone

In addition, LICA's Airshed Zone also has government representation, including Alberta Environment, ERCB, 4 Wing Cold Lake and Kay Lee Kinch, an employee of the MD of Bonnyville. The Airshed Zone serves as the Alberta Airshed Zone in our area, facilitates and co-ordinates regional air quality monitoring in our region, and promotes understanding of air quality.

If there is any desire on your part to have a member of Council or staff member from your municipality sit on this Committee, would you also please consider a joint recommendation for this position.

Could we please hear from you in the next short while. Our Board's orientation and strategic planning sessions are scheduled for June 10 and 11, 2009, and it would be most beneficial to all Board and Committee members to attend at that time. Thank you for your early attention to this matter.

Sincerely,



Robert Deresh  
CHAIRMAN  
BOARD OF DIRECTORS

(Sent Via Fax)

FAXED  
3100  
07/22/09

SCANNED



City of Cold Lake

Mayor & Council

July 22, 2009

VIA FAX (780) 826-4524

Municipal District of Bonnyville No. 87  
Bag 1010  
Bonnyville, AB  
T9N 2J7

ATTENTION: REEVE ED RONDEAU

Dear Reeve Rondeau:

RE: REPRESENTATION ON THE LICA BOARD OF DIRECTORS

Subsequent to a recent presentation from the Lakeland Industry & Community Association (LICA) and during a recent Council meeting, discussion ensued with respect to municipal representation on the Lakeland Industry & Community Association Board of Directors.

We understand that LICA encourages a municipal elected representative to sit on the Board to represent the region. The Council of the City of Cold Lake has expressed some interest in sitting on the LICA Board; however, some clarification is needed. Mr. Delano Tolley currently sits on the LICA Board, and we are seeking to understand if this representation is for the M.D. of Bonnyville or as a regular member of LICA.

Any information you could provide us with would be very helpful. If you have any questions, please contact me.

Sincerely,

Craig Copeland,  
Mayor

cc: Council

KN/cjr

5513 – 48<sup>th</sup> Avenue, \*Cold Lake, AB\* T9M 1A1  
Telephone: (780) 594-4494 Fax: (780) 594-3480

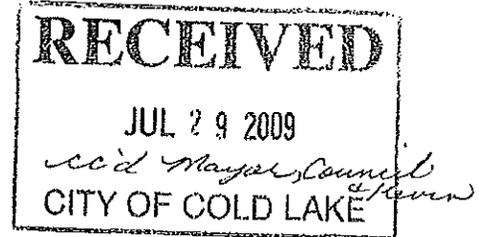
MAILED  
*Sen. C.*



MUNICIPAL DISTRICT  
BONNYVILLE NO. 87

July 24, 2009

City of Cold Lake  
5513 - 48 Avenue  
Cold Lake, Alberta  
T9M 1A1



**Attention: Craig Copeland, Mayor**

Dear Mayor Copeland:

**Re: Representation on the LICA Board of Directors**

In response to your letter of July 22, 2009 this is to advise that Councillor Delano Tolley, at the Organizational Meeting of Council, was appointed as M.D. representative to the LICA Board.

Mr. Delano Tolley has also been appointed by members of the LICA Board as the government representative for LICA. As the appointed government representative he would then represent all members of LICA.

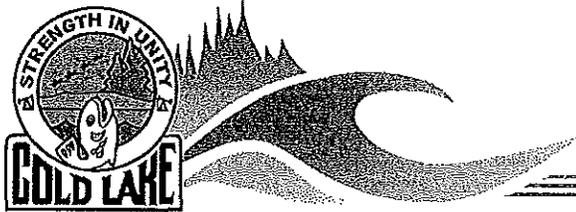
Hoping this is the information you require.

Yours truly,

A handwritten signature in cursive script that reads "Ed Rondeau".

Ed Rondeau  
Reeve

/klk



FILE  
City of Cold Lake

Chief Administrative Officer

August 17, 2009

Lakeland Industry & Community Association  
5107W-50<sup>th</sup> Street  
Bonnyville, Alberta  
T9N 2J5

**ATTN: MR. ROBERT DERESH, CHAIRMAN BOARD OF DIRECTORS**

Dear Mr. Deresh:

**RE: MUNICIPAL REPRESENTATION**

Further to your recent letter of May 18, 2009 wherein you requested municipal representation on the LICA Board of Directors.

After discussions amongst City of Cold Lake Council and receiving clarification from the M.D. of Bonnyville, Council, at their regular meeting of August 11, 2009, resolved not to appoint a City of Cold Lake Council representative to the LICA Board of Directors. This decision came about as the M.D. of Bonnyville's Councillor Delano Tolley is the appointed government representative that represents the municipalities within the LICA area.

I trust this information is as required.

Sincerely,

Kevin Nagoya, C.E.T.  
Chief Administrative Officer

cc: Mayor & Council

/cjr

5513 – 48<sup>th</sup> Avenue, \*Cold Lake, AB\* T9M 1A1  
Telephone: (780) 594-4494 Fax: (780) 594-3480