



Lakeland Industry and Community Association
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October 17th, 2019

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

To Whom It May Concern,

RE: SEAT ON LICA'S INTEGRATED WATERSHED MANAGEMENT PLAN COMMITTEE

LICA - *Environmental Stewards* is a community-based not-for-profit association operating as a Synergy Group, Watershed Planning and Advisory Council (WPAC) for the Beaver River watershed and Airshed Zone with a focus on environmental monitoring, environmental management, and community education and outreach.

LICA is inviting the City of Cold Lake to nominate a representative for LICA's committee on the development of the Integrated Watershed Management Plan (IWMP) for the Beaver River watershed. LICA is requesting one nomination of your choosing from the City of Cold Lake to hold a seat on the committee to represent your sector. LICA welcomes any nomination from the City of Cold Lake as deemed appropriate, whether it be a staff or council member.

The IWMP is a guidance document and planning tool for stakeholders within the Beaver River watershed. An IWMP identifies issues within the watershed, setting out to determine common goals and objectives for short- and long-term land and water management to achieve our desired outcomes. To incorporate all perspectives from our community, LICA is assembling a multi-stakeholder IWMP committee. LICA is seeking representation from industry, indigenous communities, various levels of government, agriculture, stewardship groups, academia and the public, which will allow for a diverse insight and support when it comes to priorities in the Beaver River watershed.

LICA's existing Board of Directors, Education & Outreach Committee and Technical Working Group will assist the IWMP Committee with the development of the IWMP as needed. With the commitment of our diverse committee, we will be able to set and achieve our goals for a healthier watershed.

General Expectations of Committee Members*:

- Mutual respect: All perspectives and interests around the planning table are shared and given proper consideration.
- Open and transparent communication: Information about the planning process, the

objectives, outputs, and desired outcomes must be made available to all members of the partnership in a timely manner. Effective communication contributes to support the planning initiative.

- **Sector-based representation:** Stakeholders should collectively represent a broad range of interests from within the watershed. Sectors should select individuals who can represent them and effectively communicate the sector's interests and perspectives.

- **Participation in good faith:** For the partnership to be effective, all stakeholders – as individuals and on behalf of organizations – must be willing to share freely of their expertise, information, and resources and make trade-off decisions to benefit the achievement of the mandate.

- **Willing acceptance of responsibility for implementation:** Where recommendations identify actions to be undertaken by specific stakeholders, these stakeholders should demonstrate leadership by championing the implementation of those actions and reporting implementation progress to the partnership.

**Taken from the Government of Alberta's Guide to Watershed Management Planning in Alberta*

Details:

- **Frequency:** Once a month, excluding July and August.
- **Stipend:** All membership sectors will participate on an in-kind basis.
- **Time:** Meetings will be held during the day varying between half and full days.
- **Location:** Meetings will be held at the LICA office, 5107W 50 Street, Bonnyville, AB during office hours.
- **Length:** The entire process for the IWMP is predicted to take three years to complete. We are requesting a one-year commitment from the nominated candidate. Although, it is ideal to have consistency throughout the three-year planning process so committee members may be asked to return for the following years.
- **Consensus decision-making:** LICA uses consensus for our decision-making process and uses this method for all committees.

I have attached the Terms of Reference for the Integrated Watershed Management Plan Committee to assist in identifying an appropriate representative. A copy of the IWMP from Lesser Slave Watershed Council has also been attached as a model of our end goal. If there are any questions, please do not hesitate to contact Erin Ritchie at watershed@lica.ca or by calling 403-200-9880.

Thank you for your time and consideration.

Erin Ritchie
Manager of Environmental Programs