

Draft Minutes



Enhanced Collaboration with the Water Council Meeting #1

Date: Friday, Nov. 2, 2007
Time: 9:30 – 11:30 a.m.
Place: Teleconference
Local: 409.9285
Toll Free: 1.866.792.1317
Conference ID: 8167651

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Present (by phone): Bob Cameron (NGO), Kerra Chomlak (CASA), Rejeanne Cool (Industry), Carolyn Kolebaba (Government), Carmen Rieder

Action items:

- Circulate evaluation of watersheds in Alberta by the Rosenberg group from University of California – Kerra
 - Request time for this team to present at the March 2008 CASA board meeting - Kerra
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1. Greetings & Introductions

- Each member described their connection to the Water Council to inform the group.

2. Administration

- a. Agenda approved
- b. Review of minutes of March and June CASA board meetings
 - Items related to the Enhanced Collaboration with the Water Council (ECWC) team were found only in the March minutes. The relevant section is given below:
 - Board members made the following comments during discussion [*of the Alberta Water Council Collaboration*]:
 - “When either organization sees possibilities for overlap when they are establishing teams, they should approach the other organization and offer them the opportunity to be represented.
 - There are also opportunities to be more efficient administratively as well as on the project side. Initiatives in areas such as energy, biodiversity, cumulative effects, and climate change could possibly be more effectively involved as well.
 - It can be a challenge to share resources, so if the two organizations get to the point where they think there should be one organization, integration should be done then.

- There seems to be some lack of understanding of consensus and dispute resolution on the water side in the regions, and collaboration with airsheds could help.
 - Water Council representatives and representatives from the Sustainable Resource and Environmental Management (SREM) office should be invited to the CASA coordination workshop in June.”
~CASA Board of Directors Meeting, 29March2007, Page 12, Section 5.2
- c. Overview of CASA process presented by Kerra; no questions

3. Terms of Reference for Committee

- a. Amendments were made to the draft Terms of Reference document. The resulting document is included at the end of the minutes.
- b. Approval of the revised Terms of Reference will be scheduled for the next meeting

It was suggested that boundaries for the work of this committee need to be set because work could get out of control if we try to survey all interested stakeholders about how to enhance collaboration. The boundaries were identified in Task 1 of the Terms of Reference by indicating the groups we'd focus on: CASA board, teams, secretariat, and stakeholders (who'd contact their own groups).

4. Plan for Enhanced Collaboration with the Water Council

a. CURRENT LINKAGES

We can take advantage of existing linkages between CASA and the Water Council: collaboration is already happening informally. For example:

- Several CASA board members also sit on the Water Council: Tim Goos, Peter Watson, Alex Mackenzie, Bev Yee, Keith Murray, Gerald Cunningham, Kim Sanderson, Brian Gillilan and past members (Bob Cameron, Phyllis Kobasiak)
- CASA consultants also overlap with the Water Council: Kim Sanderson, Christine Macken
- CASA Secretariat responds to information requests: Kerra Chomlak, Lori Melanson (financial)

b. BRAINSTORMING on Potential ways to increase linkages between CASA and the Water Council

- Stakeholders can check back with their stakeholder groups e.g. NGOs intend to report back to both the Clean Air & Energy Caucus and the Water Caucus

- Integration of air land and water is happening via other initiatives: SHREM, Cumulative Effects Management
- Both organizations encourage a regional approach for some issues: airsheds & watersheds. It was noted that coordination of airsheds and watersheds at the regional level may be challenging due to differences in geographic boundaries. However, airshed monitoring may be something that can be shared with the Water Council in order to help meet Objective #1 in the Terms of Reference (Explore opportunities for leverage, increasing efficiency, avoiding of duplicate efforts and building on each other's successes.).
- The organizations could learn from each other's evaluations. For example, a recent evaluation of Alberta watersheds was done by Rosenberg's group from the University of California.

ACTION: Kerra will locate this report from the Water Council web site and circulate it to the members.

- The Water Council's focus on dispute resolution doesn't seem as clear to some folks. Some people highly value the CASA process to address issues with a science symposium or a subgroup. CASA may be able to assist the Water Council here.

It was agreed that as a starting point, we should describe the current linkages between CASA and the Water Council. This will increase awareness of the existing mechanisms for collaboration are, even if informal.

Other suggestions for increasing awareness on CASA and the Water Council:

- Compare the geographical boundaries of the water sheds and the airsheds. A graphic to show the differences may be useful.
- Compare administration of the Water Council and CASA airsheds:
 1. Water Council is comprised of layers of committees
 2. Airsheds are primarily for monitoring while watersheds are for planning
 3. Funding differences
- List team activities underway by the Water Council
- A comprehensive summary of CASA activities may also be useful to the board.
- Can a reciprocal educational session be held for the Water Council?

It was agreed to clarify existing collaboration mechanisms before making recommendations for new collaboration mechanisms. It was agreed that a survey would be a good way of clarifying existing collaboration mechanisms.

SURVEY IDEAS:

- Ask CASA board members to list their linkages with the Water Council

1. Question could read, “What are the links that currently exist between CASA, the Water Council and your industry?”
 - Can the survey also be administered to Water Council board members?
 - Linkage questions may stimulate awareness of existing linkages and emphasize potential synergies
 - Groups of interest without CASA representation may need to be approached directly
 - The survey should be a one page document, which starts with a background describing the purpose of the survey.
 - Surveys could be administered by email (to those with email access) and by mail

c. NEXT STEPS:

- Request 1 hour on the Agenda for the CASA March board meeting to present and discuss the Terms of Reference, draft survey and plan for distribution, list of existing mechanisms and any other relevant information for collaboration with the Water Council.

5. Other business – none

6. Next meeting –

- a. Fri Dec 7 – 8:30AM – 11:30AM, Edmonton
 - Meeting will discuss the revised Terms of Reference and work on the draft proposed survey for CASA board members as well as brainstorming about next steps.

7. Adjourned at 11:15AM

Terms of Reference



Enhanced Collaboration with the Water Council Committee

Draft 2 2Nov2007, for discussion at 7Dec2007 meeting

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Background:

At the March 29, 2007 meeting, the CASA board reviewed opportunities for an Enhanced Collaboration between CASA and the Alberta Water Council. After discussing the issue, the board decided to establish a CASA committee to “explore opportunities for collaboration with the Alberta Water Council.”

Goal of the Committee:

Enhance collaboration between CASA and the Alberta Water Council by:

- Identifying opportunities for leveraging resources, increasing efficiency, avoiding duplicate efforts, and building on each others’ successes
- Educating and raising awareness regarding the activities of both the Water Council and CASA
- Demonstrating a commitment to the important linkage between air, land and water at the strategic level

Key Tasks for the Committee:

1. Develop a description of the existing mechanisms for collaboration, including a list of current activities that potentially overlap (addressing the roles of the CASA board, teams, secretariat, and stakeholders from government, NGOs and industry)
2. Brainstorm other collaboration options
3. Identify gaps in CASA’s current collaboration with the Water Council and recognize “bridges” – places where collaboration is working well
4. Make recommendations and report to the CASA board
5. Address the need for further public and stakeholder consultation, if any
6. Address implementation and monitoring of any recommendations developed

Timelines:

The committee will work towards the following milestones:

- March 2008 – This group will prepare a package for presentation and discussion at the CASA board meeting. The package will include: educational presentation, and drafts of the Terms of Reference, and survey.
- June 2008 – Recommendations to the Board, if any

Budget:

No external funds are required for the work at this time. The CASA secretariat will provide project support.

Membership:

Bob Cameron (NGO)

Kerra Chomlak (CASA Secretariat)

Rejeanne Cool (Industry)

Carolyn Kolebaba (Government)