



# Board of Directors

## Agenda Meeting 6, November 7, 2014

**LOCATION:**

Sutton Place Hotel, 10235 - 101 Street, Edmonton, AB

**ATTENDING:**

**MEMBERS:**

Dr. Lorne Taylor, Chair  
 Dr. Gregory Taylor, Vice-Chair  
 Mike Beaver  
 Arlin Hackman

Sheila Leggett  
 Patricia McCunn-Miller  
 Dr. Robert Page  
 Jay Nagendran

**RECORDING SECRETARY:** Kelly Ness

**STAFF:** George Murphy, Lead Governance and HR; Val Mellesmoen, Communications; Prasad Valupadas, Evaluation and Reporting; Morna Hussey, Field Monitoring; Ted Nason, Biodiversity/Science Advisory Panel.

**DESIRED MEETING OUTCOMES:**

- Provide any direction/actions to management resulting from Board breakfast meeting with stakeholders
- Understanding of recent discussion and actions of CEO and Board committees
- Discussion of federal government role in oil sands monitoring after JOSM
- Understand proposed nominees for SAP
- Decide on executive salary structure in context of organizational structure and position profiles for executive managers
- Understanding of DRAFT AEMERA Communications and Reporting Protocol and recent communications activities

**\*\*\*7:30am breakfast meeting as per other schedule**

9:00-9:30	<b>1. Welcome and Call to Order</b>	Lorne Taylor
	<b>1.1 Chair’s opening remarks</b>	
	<b>1.2 In camera session (if desired)</b>	
	<b>1.3 Approval of agenda and minutes</b>  <b>Motion: That the agenda be accepted as presented (or amended).</b> <b>Motion: That the minutes be accepted as presented (or amended).</b>	
	<b>2. Reports</b>	
9:30-9:45	<b>2.1 Report from breakfast meetings with stakeholders</b> <ul style="list-style-type: none"> <li>• Provide direction/actions to management resulting from meetings with stakeholders</li> </ul>	Lorne Taylor/ Kelly Ness
9:45-10:30	<b>2.2 Report from CEO</b>	Jay Nagendran

**10:30-10:45AM BREAK**

10:45-11:00	<b>2.3 Report from Finance and Audit Committee</b> <ul style="list-style-type: none"> <li>• Verbal report of Nov.6<sup>th</sup> committee meeting</li> <li>• Draft minutes from Oct. 9<sup>th</sup> included in package for information</li> </ul>	Bob Page
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11:00-11:15	<b>2.4 Report from Governance and Human Resources Committee</b> <ul style="list-style-type: none"> <li>• Verbal report of Nov.6<sup>th</sup> committee meeting</li> <li>• Draft minutes from Oct. 9<sup>th</sup> included in package for information</li> </ul>	Gregory Taylor
	<b>3. Board Business</b>	
11:15-12:00	<b>3.1 Future roles for Environment Canada in oil sands monitoring— for decision</b> <ul style="list-style-type: none"> <li>• Options for involving Environment Canada in ongoing monitoring in the oil sands</li> </ul>	Prasad Valupadas

## 12:00-12:45PM LUNCH

12:45-1:00	<b>3.2 Science Advisory Panel</b> <ul style="list-style-type: none"> <li>• CEO's list of recommended nominees for the SAP</li> </ul>	Ted Nason
1:00-1:40	<b>3.3 Executive organization, position descriptions and salary structure – for decision</b> <ul style="list-style-type: none"> <li>• Follow up to Oct. meeting, review options for executive salary structure in the context of AEMERA's organizational structure and position descriptions.</li> </ul>	Jay Nagendran/ Avy Wolf
	<b>5. Strategic Planning</b>	
1:45-2:30	<b>5.1 Strategy Session – for information</b> <ul style="list-style-type: none"> <li>• Report out on Oct 21<sup>st</sup> session, next steps</li> </ul>	Jay Nagendran
	<b>4. Communications</b>	
2:30-2:45	<b>4.1 DRAFT AEMERA Communications and Reporting Protocol – for information</b> <ul style="list-style-type: none"> <li>• initial draft of an AEMERA communications protocol</li> </ul>	Val Mellesmoen
2:45-3:00	<b>4.2 Communications Update – for information</b> <ul style="list-style-type: none"> <li>• Update on recent and upcoming activities</li> </ul>	Val Mellesmoen
3:00-3:30	<b><i>In Camera Session</i></b>	

## 3:30PM MEETING ADJOURNED