



CANADIAN PERMAFROST ASSOCIATION
ASSOCIATION CANADIENNE DU PERGÉLISOL

Approved Minutes

Annual Business Meeting of Members, Canadian Permafrost Association / Assemblée générale annuelle des membres, Association Canadienne du Pergélisol

On-line (electronic) / En ligne (électronique)

1430-1630 EST November 16, 2020 / 1430-1630 heure de l'Est, le 16 novembre 2020

Board members attending:

Lukas Arenson (LA),
Chris Burn (CB)
Barb Fortin (BF),
Antoni Lewkowicz (AL),
Panya Lipovski (PL)
Peter Morse (PM),
Ashley Rudy (AR),
Jason Smith (JS)

Board members excused:

Xiangbing Kong (XK),

Number of eligible Class "A" members in attendance: at start of meeting: 56

Minute-taker: PM

Agenda / Ordre du jour

- 1) Welcome / Bienvenue
- 2) Approval of the Agenda / Approbation de l'ordre du jour
- 3) Approval of Minutes from the 2019 AGM / Approbation du procès-verbal de l'AGA 2019
- 4) President's report / Rapport du président (Lukas Arenson)
- 5) Treasurer's report (including financial statement and budget) / Rapport du trésorier (y compris les états financiers et le budget) (Barb Fortin
 - a) Approval of the budget / Approbation du budget
- 6) Secretary's report / Rapport du secrétaire (Peter Morse)
- 7) Communications Director's report / Rapport du directeur des communications (Ashley Rudy)
- 8) Ordinary resolutions to ratify each of the nominees received from the Nominating Committee for the 2021-2022 Board / Résolution ordinaire pour ratifier chacun sur la liste de candidats reçue du comité de nomination pour le conseil d'administration 2021-2022. (Peter Morse)
- 9) Ordinary resolution to ratify the CPA Strategic Plan (2021-2025) proposed by the Strategic Planning Committee / Résolution ordinaire de ratification du Plan Stratégique CPA (2021-2025) proposée par le Comité de Planification Stratégique (Antoni Lewkowicz)



- 10) Ordinary resolution to ratify an amendment to the bylaws on discipline of officers /
Résolution ordinaire pour ratifier un amendement aux statuts sur la discipline des officiers
(Peter Morse)
- 11) Activities / Activités
 - a) Virtual 2020 Annual Meeting / Réunion annuelle virtuelle 2020
 - b) Discussion of other CPA activities / Discussion des autres activités de l'ACP
 - i) Update from "Best practices for geothermal modelling spin-up and boundary condition" action group / Mise à jour du groupe d'action «Meilleures pratiques pour la modélisation géothermique spin-up et condition aux limites»
 - ii) Update from "Permafrost Carbon Feedback" action group / Mise à jour du groupe d'action de «Rétroaction sur le carbone sur le pergélisol»
 - iii) Update on "Revised glossary of permafrost and ground-ice terms" action group / Mise à jour sur le groupe d'action «Glossaire révisé des termes relatifs au pergélisol et à la glace de sol»
 - c) Discussion of CPA charitable status or charitable arm / Discussion sur le statut d'organisme de bienfaisance de l'ACP ou le bras de bienfaisance
- 12) Any other business / Autres affaires
 - a) Upcoming Conferences / Conférences à venir (Lukas Arenson)
 - b) News from the IPA / Nouvelles de l'IPA (Chris Burn)
- 13) Meeting closure / Fermeture de la réunion

Minutes / Comptes rendus

Meeting Start: 56 participants

- 1) Welcome / Bienvenue
 - a) LA: Welcome. The first time that we have done this online. There are some challenges, and we do have to take some votes. Hopefully this will work. You should see a vote popup window to say yes or no. Votes are anonymous. We record the result, the numbers. You can only vote once.
 - b) In Memoriam: Alan E. Taylor and Louis Fortier. Both played an important role in permafrost work in Canada and will be missed.
- 2) Approval of the Agenda / Approbation de l'ordre du jour
 - a) LA: Need to approve the agenda. LA goes through the agenda.
 - b) AR: Moves to approve. Pascale Roy-Léveillé seconds
 - c) Discussion: None.
 - d) Vote: 41 Poll + 5 direct chat Yes; 0 No. Motion approved.
- 3) Approval of Minutes from the 2019 AGM / Approbation du procès-verbal de l'AGA 2019
 - a) LA: Next resolution is to approve the minutes from the last AGM in 2019
 - b) Philip Bonnaventure moves to approve. Panya Lipovsky seconds.



- c) Discussion: None
- d) Vote: 37 Poll + 5 direct chat Yes; 0 No. Motion approved.
- 4) President's report / Rapport du président (Lukas Arenson)
 - a) LA: CPA grateful to sponsors. Acknowledged individually. Gold corporate and Institutional Members: Arctic Foundations of Canada; BGC Engineering; Cryogeeks Ltd.; Yukon Highways and Public Works; Polar Knowledge Canada; Tetra Tech Canada. This support is important because we can't have all of the activities and keep the registration fees lower without them. Thanks also to Silver Corporate and Institutional members: Aurora Research Institute; Environmental Policy, Transport Canada; And thanks also to partners: Canadian Geotechnical Society; NSERC PermafrostNet. You are probably aware now that you can get a combined CGS and CPA membership. PermafrostNet has been very instrumental in helping to put together this meeting.
 - b) Lifetime members, 11, Michel Allard, Lukas Arenson, Philip Bonnaventure, Christopher burn, Ed Hoeve, Antoni Lewkowicz, Brian Moorman, Wayne Pollard, Jason Smith, Richard Trimble, Robert Way. Really great to have this support. It shows that people think the CPA is important to them and the community. Always looking for new members and sponsors.
 - c) Thanks to those who assisted this year. BF, Jennifer Humphries, Isabelle de Grandpré, Anne-Marie LeBlanc, AL, PL, Pooneh Maghoul, PM, Brendan O'Neill, AR, Eva Stephani.
 - d) The association wouldn't work without these members and their time.
 - e) Thanks to AL, PL, and AR, for your service on the Board. We had some pins created, and you will be among the first to receive them.
 - f) Overview:
 - i) CPA in good financial shape and in terms of numbers of members. Board has meetings regularly to ensure progress and operate. Because there wasn't a lot of field work, we had many over the summer. We have some changes to bylaws proposed this year that we need to change as we adapt to our operations. We now have a clearer vision with the Strategic plan. It is now formulated. We know where we are going.
 - ii) Now we are over 170 members as of today. We developed a strategic plan. Started an online lecture series. The idea came early in the pandemic, and it worked out. Now that we are used to virtual meetings, it is a great thing. We initiated this Virtual AGM, and the registration and participation is great. I'm excited about 2024, as the IPA awarded the ICOP2024 to us in June. We are on the hook for a conference in Whitehorse! We have initiated CPA action groups that are all moving along. We also have a best student/EC presentation at this meeting. We are trying to keep our objectives met.
 - iii) Key challenges. The website is tough. We need input from members. We need to keep working on good communications with members. Let us know what you want to see on the website. We want to have all of the past Canadian Permafrost Conference publications on our website. Sometimes tough to get membership renewals up to date. We are still learning about our Membee solution. There are



- many options, so please bear with us on technical challenges with renewal. We are also trying to create a charitable arm of the CPA to have some bursaries and awards disbursed, also a way to have members share a contribution. Finally, we are working on successfully engaging with indigenous peoples and northern communities and encourage them to join the CPA. Technical challenges keep popping up with integration of Membee and MailChimp. Even though they should be compatible, there are still some challenges. Reminder, we do have a member directory, and you can adjust your settings to set what people see in the private and public directories. I also ask that you update your email addresses in the system, or let us know, so that you don't miss communications. We can help you log in if you are having any difficulties. Also working on growing into areas that are not as typical for permafrost, into other areas that are of relevance.
- iv) It has been a pleasure over my first year as President. Tough not to meet people at conferences this year, but overall, it has been a great year. Fingers crossed that we will have field work in 2021. Thank you.
- 5) Treasurer's report (including financial statement and budget) / Rapport du trésorier (y compris les états financiers et le budget) (Barb Fortin)
- a) Approval of the budget / Approbation du budget
 - i) BF: We had a good year. Nearly \$11K in revenues (as of Nov. 5th) from membership, ~\$22k in total revenues, exceeding our budget for 2020. Another revenue we received was our profit from the last Canadian Conference on Permafrost. For our expenses, we did not spend our budget because of COVID. No conference to spend on, or it happened virtually, like this one. Our expenses were mainly operations: website, insurance, Membee, banking costs, but mainly insurance. We also had Expenses for awards, and for external conference participation. We spent \$1000 for us to attend the Land Claims Coalition Conference back in January that members attended. Our projected revenues for December 31st will be about the same, mainly because all of the revenues from new memberships will be included in the 2021 budget. Note that revenues from new Members who paid full dues since October 1st October will be included in 2021 revenues. Looking at the 2021 budget, we are expecting that next year our revenues will come from membership only. With an increase in membership we are expecting ~15k, and almost the same from Corporate members and Institutional Members. Expenses in 2021 will be \$10k in seed money for ICOP2024, and \$2000 for other external conferences during 2021, and \$6k for operations, \$2k for scholarship and bursaries, and \$2k for awards. Also a \$400 membership fee to the Canadian Federation of Earth Science.
 - ii) Membership Revenues as of Nov. 5th. 36% of our revenue came from membership. Corporate members contributed 23%, new Lifetime and new Institutional each contributed 17%. Early Career contributed 7%.
 - iii) Projections to the end of 2020. Revenues projections until the end of 2020 will not change, with 80% coming from Membership and 20% coming from the profit of the last Canadian Conference on Permafrost. Expenses until 2020 will also not change



- much, but because we didn't spend that much we will put left over funds into the reserve fund. Which, in the new Strategic Plan, we said that we would start building a reserve.
- iv) 2021 Budget: Revenues will come from Membership, Corporate membership, and Institutional membership. Expenses are most will be seed money for ICOP2024, then operations, scholarships and bursaries, external conference participation, some money for awards, and membership to CFES.
 - v) Motion to approve the budget from Sharon Smith. Brendan O'Neill seconds.
 - vi) Discussion: Ed Hoeve asks is there a reserve amount now?
 - vii) BF: Yes, as in the statement I sent to the members. At the moment we have assets at the bank of \$23,179. We want to have a reserve of \$12k by the end of 2020.
 - viii) Jim Oswell: Prior to the formation of the CPA there was the CNC-IPA. About 10 years ago it had somewhere between \$14k and \$25K. Given that the CPA is up and running smoothly, has there been any discussion with the Geological Survey of Canada, which administers that money, about transferring those funds to the CPA?
 - ix) BF: Not that I am aware of.
 - x) AL: Perhaps I could intervene here. Sharon Smith is on the line here as well, thank you Jim for the question. Sharon and I and the CNC-IPA (which I'm currently chairing), have indeed discussed the possibility of transferring the balance to the CPA. It would be fair to say that there was a positive view that this would be a good thing to be done, but it has not been done yet. Really, what this would enable is the CPA to create the size of the reserve in one quick move. What Jim will also note in the new Strategic Plan is that we want to create a formal relationship between the two, which doesn't really exist at this point. But by making the CNC-IPA members constitute one of the new standing committees of the CPA, in the end we would see convergence of this. But in the meantime, it is not necessarily in the interest of the CPA to cover all elements of the CNC-IPA's responsibilities, including, for example, paying the IPA for Canada's dues, which currently is covered, in effect, by the Federal Government.
 - xi) LA: Thanks Toni, and to add to that, in the past, some of the student support came out of the CNC-IPA reserves. It was a combined effort. With this money available from the CNC-IPA, we can support similar objectives, or provide seed money for certain things.
 - xii) AL: Yes, In the conference last year in Quebec city, both the CNC-IPA and CPA provided \$10k seed money to the conference and each received the seed money back and about ~\$4k profit.
 - xiii) BF: Any other questions or discussion?
 - xiv) LA: One comment, we had budgeted \$2000 to support students next year, but it depends on if we are allowed to travel. Boulder may happen, but not sure, who knows. Hard to tell how much to set aside.
 - xv) PM: No other comments.
 - xvi) Vote: 42 poll + 5 chat Yes; 0 No. Motion Approved.



xvii) BF: Thanks everyone.

xviii) LA: Thanks BF, Next PM

6) Secretary's report / Rapport du secrétaire (Peter Morse)

- a) PM: I'm going to keep this short. The business registration is up to date, and Insurance has been reviewed and renewed. We have proposed a new bylaw.
- b) The membership numbers are all up, even today they are up. This will go a long way toward supporting the new Strategic Plan and the Association. We are happy to have one community member, and we are hoping to bump up the numbers to have more Indigenous Peoples and Northern Communities. We want to bump up all the numbers.
- c) We held monthly meetings, missed February, but held 2 in July. All of the 2019 minutes are on the website, and those from 2020 will be posted by year end. We used GSuite as a platform to hold the virtual meetings, and we got a Zoom licence to support our new lecture series. Thanks to PermafrostNet for the support for this meeting, as their Zoom capabilities are much greater than we have.
- d) We went to the Land Claims Coalition Conference. It was a chance to reach out and increase the participation of Indigenous Peoples in the CPA.
- e) LA: Also great to share the booth with NSERC PermafrostNet.

7) Communications Director's report / Rapport du directeur des communications (Ashley Rudy)

- a) AR: Monthly web traffic has increased steadily. Working with Google analytics to get more details on web traffic. We launched a job section, with Jen Humphries. Working on keeping that updated. Please let us know of opportunities.
- b) Sent out 8 newsletters. Ideally 1 a month. We don't want to bombard members, so held off on months when we were emailing about the Strategic Plan.
- c) Initiated spotlights on researchers on the website. Let us know if you want to participate.
- d) Regarding Mailchimp. Having some problems with these getting blocked in firewalls. Let us know you think you are missing anything. Mailchimp metrics: 82% of the time people are following up on links in the mailouts
- e) Xiangbing Kong started a webinar series that has been a success. Thanks to the first group of speakers. Nice to have the series this summer when we couldn't see our colleagues in the field.
- f) CPA is proposing to develop a committee to organize a seminar series to coordinate talks from CPA, PermafrostNet, IPA, and possibly the USPA. The series would be sponsored by the CPA.
- g) Social media has had increased traffic, steadily. LinkedIn and Twitter are most visited. We are posting papers by members and highlighting other news. We have 400 followers on Twitter and several hundred on Facebook. Let us know about things that you want us to share.
- h) In the news: we have a "contact us" page on the website, and we have been contacted by CBC North and Globe and Mail. We need an up-to-date membership directory so that we can direct them to you. Nice to see that we are being contacted. CPA mentioned in an OP-ED in Globe and Mail by Tony Penikett as a part of the PCF workgroup.



- i) It has been a growing/learning experience, and I am happy to have been a part of this. Thank you!
 - j) LA: We have been trying to promote papers as we see them, can't keep track of them all. If you have published something, let us know and we will post it on social media.
 - k) AR: We are limited in numbers, so we can't see everything. Communicate with us and it will be win-win.
 - l) Peppi Croft: The newsletters are nice.
- 8) Ordinary resolutions to ratify each of the nominees received from the Nominating Committee for the 2021-2022 Board / Résolution ordinaire pour ratifier chacun sur la liste de candidats reçue du comité de nomination pour le conseil d'administration 2021-2022. (Peter Morse)
- a) LA: The 2020 board is AR, PL, BF, PM, JS, XK, AL, CB, LA.
 - b) LA: Thanks to AL, IDP, and AML for joining the Nomination Committee.
 - c) LA: Kumari Karunaratne proposed as president elect.
 - d) LA: BF accepted a proposed renewal of her mandate.
 - e) LA: Jennifer Humphries proposed as Communications Director, and has been helping already.
 - f) LA: Pooneh Maghoul proposed as member at large.
 - g) PM: No other nominations were received this year from members.
 - h) Brain Moorman moves to accept the slate proposed by the Nomination Committee.
Sharon Smith Seconds
 - i) Discussion. None.
 - j) Votes: 44 Poll + 5 Chat; 0 No. Motion approved.
 - k) LA: Thank you to outgoing members of the Board, and welcome to new members!
- 9) Ordinary resolution to ratify the CPA Strategic Plan (2021-2025) proposed by the Strategic Planning Committee / Résolution ordinaire de ratification du Plan Stratégique CPA (2021-2025) proposée par le Comité de Planification Stratégique (Antoni Lewkowicz)
- a) AL: We are trying to set a plan for the next 5 years. Process started at the last AGM. We had a call for members to participate in Feb. These members are appointed by the Board. Brendan O'Neill, Eva Stephani, Pooneh Maghoul, PDM, and myself. Looked back at the original planning committee before the CPA came into existence. We had a town hall in 2017 in Yellowknife and started to think about those early comments. We looked at the mission of the CPA, and aligned with them. The SPC met 6 times. We used Zoom, it worked well. Credit to ES, who sometimes attended meetings in her car to get a better connection and participate. By July we had a first draft and Board approval. Then we got a translation, thanks BF, then in August we distributed it to members with Google Forms feedback method. We got comments and incorporated as much as we could. After the revised version was approved by the Board, we posted the draft plan on the website and told our members about the update. Thanks to the members who responded and those of you who commented. Thanks BF for translation.
 - b) Plan foundation is to bring together communities, researchers, and practitioners together to advance understanding on permafrost. We have 5 themes, Membership,



Dissemination, Linkages, Finances, Prominence. And for each theme we had a Vision, Context, Objectives, Actions, and Metrics. We need the metrics to see if we are on track for 2025.

- c) Ambitious goals. Important. This is a transition. Up to now the CPA has been operated by board members. The board needs the members to take responsibility, for the association to work. Many other committees will be needed through time. There will be 5 new standing committees. The Board is mainly responsible for the Prominence theme, the others are largely led by a standing committee. The committee chairs are responsible to a board member. The board member will report to the board. Very important that the members feel that this is their Association.
- d) The Standing Membership Committee (SMC) works on membership.
- e) The Standing Dissemination Committee (SDC) works on spreading information and knowledge about permafrost and the CPA.
- f) The Standing Linkages Committee (SLC) makes links with other associations, indigenous peoples, and northern communities.
- g) The Standing International Committee (SIC) links to CNC-IPA.
- h) The Standing Finance Committee (SFC) is the enabler, to move us away from financing from membership, and broadening the financial base. So we can do more.
- i) We need you! The SMC is to be established, and the goal is to increase numbers by 50%. Well on our way here. We want to maintain diversity. Domains, sectors, gender, and racialized groups, indigenous/non indigenous. We want to have a significant northern-based membership. We also want member benefits clearly stated.
- j) The SDC works on outreach and education activities. Targeted activities are short term and funded. Interest groups that are longer term are not funded. Want to develop technical courses, and raise the profile of permafrost education, and possibly create a listing of permafrost courses available across Canada. We want online resources so that people can get good information on permafrost. Also produce a modest set of peer-reviewed articles. And organize the ICOP2024.
- k) The SLC recognizes that our objectives in the current bylaws are not complete. We will propose a new objective, to support northern Canadian communities and Indigenous Peoples affected by changes in permafrost environments. To be established. SLC works with SDC to develop linkages to northern communities Need meaningful partnerships with northern communities and Indigenous organizations. SLC will work on other inter-organizational linkages (join membership, etc.).
- l) Standing Prominence Committee (SPC). The goal is that by our actions we will meet Canadian societal needs. We want the CPA to be the first stop for questions and information about permafrost. We want the SPC to involve members of the CNC-IPA so that we are well represented at the international level. We want to raise the profile of the field by developing new CPA awards and nomination members for external awards. Raise our profile by joining higher-level organizations.
- m) The SFC is about finances. We need to develop other sources of revenue, a short course and an example. We need to complete registration of a charitable arm (or possibly



become a charitable organization. Want to build up a reserve equal to 1 year of expenses. Want to fund awards and EC travel bursaries for all conferences, especially ICOP2024.

- n) Changes from Version1 to Version2: Finances moved to the end. Linkages wording changed to make it clear that we mean all external groups. Prominence, we made it clear that the goal is for the CPA to be for the good of Canadian Society, not just the CPA. Some specific targets were changed in membership. Board chose not to set priorities, and to let members decide through their participation and engagement in standing committees. Advantages to let the chips fall where they may.
- o) Ordinary Resolution
 - i) LA moved to adopt the Strategic Plan and put it into action, seconded by Brian Moorman.
 - ii) Discussion. None.
 - iii) Vote: 41 Poll + 5 chat Yes; 0 No. Motion approved.
 - iv) AL: AR sent a link to a form for you, the members, to indicate your interest in a Standing Committee. There are a number of ways for you to indicate your participation in the new Committees
 - v) AL: Thank you for all of this work. Very exciting!!
- 10) Ordinary resolution to ratify an amendment to the bylaws on discipline of officers /
Résolution ordinaire pour ratifier un amendement aux statuts sur la discipline des officiers (Peter Morse)
 - a) PM: Bylaw was shared with members as a part of the meeting notice, but I'll review here. The point is that there is currently no way to remove an officer of the board who is not doing their job. This motion is intended to give the Board the capacity to remove a member who is not attending meetings.
 - b) AR moves to accept the proposed amendment to the bylaws, Philip Bonnaventure seconds.
 - c) PM: Discussion?
 - d) Sharon Smith: Is there room for people who have extenuating circumstances.
 - e) PM: Yes, it just gives us the opportunity to do something.
 - f) LA: It allows for authority to do something.
 - g) Jim Oswell: What about dereliction of duties? What if somebody joins the meetings and doesn't do anything? There should be a mechanism for the rest of the Board to remove them as an officer.
 - h) LA: We will note this as something to move forward. A very valuable point. We will come up with something to propose to members. I see it as a thing to bring forward next year.
 - i) CB: Perhaps better to have it all done at once, in one complete package. Perhaps we table the motion, and present a modified version next year?
 - j) AL: I remind everybody that this is a bylaw proposal. The board can bring in changes ad hoc, and ask for approval regarding dereliction of duties at the next meeting. So it's not necessarily a delay to follow the comment that Chris has proposed.



- k) LA: Let's not vote on the bylaw now. The board can fix it up, operate ad hoc under the revised bylaw, and re-present to members next year.
- l) Chris Burn proposed to table the motion. AL seconds tabling the motion.
- m) PM: Tristan MacLean is creating a poll to be able to vote on discipline of officers.
- n) LA: Any other discussion? Can the board members stay on the call when we are done today?
- o) Vote to table the motion: 36 Poll + 5 chat Yes; 0 No. Motion to table the Motion on discipline of officers is passed.

11) Activities / Activités

- a) Virtual 2020 Annual Meeting / Réunion annuelle virtuelle 2020
 - i) LA: going well
- b) Discussion of other CPA activities / Discussion des autres activités de l'ACP
 - i) Update from "Best practices for geothermal modelling spin-up and boundary condition" action group / Mise à jour du groupe d'action «Meilleures pratiques pour la modélisation géothermique spin-up et condition aux limites»
 - (1) Greg Siemens: Not in the meeting, but provided an update.
 - (2) LA: Not a lot of activities but the goal is to deal with some of the challenges in modeling, and prepare a guide for geothermal modelling. Learning from key mistakes. Greg has assembled a team of 6 members to participate in the action group. If you want to join, please reach out to Greg, or us and we can put you in touch. This is a short term group, and the output is a guide to thermal modelling and how to run them properly and well.
 - ii) Update from "Permafrost Carbon Feedback" action group / Mise à jour du groupe d'action de «Rétroaction sur le carbone sur le pergélisol»
 - (1) LA: Led by Mike Brown, with IBET, a retired venture capitalist. Interested in the topic. Provided funds through IBET CCCF in June to establish this action group. Several members on the Group. Has secured a formal letter of support from Minister of Environment and Climate Change Canada. Held a panel discussion at Massey College in October. Created a 1-page outline with rationale, mission, objectives of the PCF roadmap.
 - (2) LA: The main goal of the roadmap is 3-fold. Is there technology that can make emissions reduction feasible? The social license, who benefits, who is affected, will the measures be welcome? Affordable? Is the technology feasible, or can it become so quickly? Responsibility, can we rank the technology options to best inform policy and implementation?
 - (3) LA: Contact us if you have questions or want to participate.
 - (4) Discussion? No questions.
 - iii) Update on "Revised glossary of permafrost and ground-ice terms" action group / Mise à jour sur le groupe d'action «Glossaire révisé des termes relatifs au pergélisol et à la glace de sol»



- (1) AL: If you want to participate in any action group or committee, just use that form.
 - (2) The goal of this action group is to update the multilingual glossary of permafrost and related ground ice terms. It was started in 1978 in Canada. Through the years it was added to and amended. The IPA adopted it, and it has been translated to a multi language glossary. High time to look at it again. The CPA needs to play the lead. Goals are to amend, add terms, and reflect current usage. Further, as permafrost is now of broader interest, it would be good to have simple, plain language terms. Further, possibly make a glossary available in Indigenous languages.
 - (3) Schedule; Assemble the group by end of January 2021, Online meetings until 2023, Draft revision to present in 2 years time, and present to international community in 2023, and present a final version in 2024 at ICOP.
- c) Discussion of CPA charitable status or charitable arm / Discussion sur le statut d'organisme de bienfaisance de l'ACP ou le bras de bienfaisance
- i) LA: We discussed this earlier.
- 12) Any other business / Autres affaires
- a) LA: I realize that the 2 h are over, so I'll rush a little bit. Partnerships. We have one now with CGS, and we are talking with IAH-CNC to form a partnership. Probably for 2022, and we want to become a member of CFES. If you are a member of an association that we should link to, let us know.
 - b) Upcoming Conferences / Conférences à venir (Lukas Arenson)
 - i) Next meeting should be in the north according to our bylaws, but hard to say where we will be in a year, and not established.
 - ii) 2021 RCOP & 19th International conference on Cold Regions Engineering in Boulder, CO, next summer. Keep eyes open for student support to attend Boulder if it takes place in person. Mark your calendars July 11-16.
 - iii) 74th CGS Annual Conference, Niagara Falls, ON, Sept 26-29, 2021.
 - iv) 12th ICOP, bumped to June 20-24, 2022, Lanzhou, China.
 - v) 6th EUCOP, Puigcerdà, Spain, June 19-23, 2023.
 - vi) We have an organization for the 13th ICOP, June 16-20, 2024 in Whitehorse. Lots of participation from the local organizing committee. We are lucky that with 2024, we have a conference on permafrost in a permafrost region.
 - vii) We have a set of milestones in place. We are planning on full papers as well as abstract submission. The papers will be fully reviewed as a legacy of the conference. Something valuable. We need you to help!
 - c) News from the IPA / Nouvelles de l'IPA (Chris Burn)
 - i) CB: Summary of IPA. Thanks AL, PL, and AR for their service to the CPA. Thanks, Toni, for getting the CPA moving and seeing over the SPC. A tremendous contribution. Seeing this from the IPA perspective, it is very reassuring to have a sound home base. I'd like to thank Jerry Brown, Ed Yarmak, Peppi Craft, John Zarling who are our American Members at this meeting. There are a very few of us in Canada who are



also members of the USPA, and the links will be important in the future. We have a new IPA Committee, and are happy to have the executive committee. Thanks to Carleton University for its support. Looking forward to the RCOP next year. Like ICOP2024, it will have proceedings. Very important to me personally. Some housekeeping at the last council meeting came up, and the IPA is looking at the dues structure, and will make it a bit more equitable. Also looking at the composition on the executive committee, so the Chinese can become involved as they have no one representing them on the executive committee. The IPA, having members from different countries at different times, it is tough to get a bank account. Conceivable that IPA may come to the CPA for advice regarding that in the next year. On Wed. of this meeting, when the reports come in from the different organizations that PermafrostNet may want to be involved with, there will be a short presentation on some of these items by Gonçalo Vieira. Thank you.

ii) LA: Thanks Chris, great to have this close working relation with IPA.

iii) LA: That leads me to the meeting closure.

13) Meeting closure / Fermeture de la reunion

a) Motion to adjourn the meeting moved by Sharon Smith, seconded by Lukas Arenson.

b) Adjourned at 4:43 Eastern time.

