

Minutes Meeting #55
Board and Executive Meeting of the Canadian Permafrost Association
Teleconference
10 February, 2023 1300-1500 EST (1100-1300 MST / 1000-1200 PST)

Attending

MG
BF
KK
TH
JH
GD
CB
RM
PM
LA
AS

Excused:

DH

Minutes:

PM

Agenda

1. Approval of the Agenda
2. Approval of the Minutes of Meeting #54, 13 January, 2023
3. Matters arising from the minutes (But not covered later as agenda items)
4. ICOP 2024 Chair report (LA)
5. President's report (KK)
 - a. General update
 - b. GeoManitoba2025
 - c. Standing International Committee
6. Treasurer's report (BF)
 - a. General update
 - b. Standing Finance Committee
7. Secretary's report (PDM)
 - a. General update
 - b. Standing Membership Committee
8. Communications director report (TH)

- a. General update
 - b. Standing Dissemination Committee
9. Early Career representative report (MG)
 - a. General update
 - b. Webinars
10. President-Elect report (GD)
 - a. Update on Action Groups
 - b. Standing Linkages Committee
11. Information Sharing
12. Any other business
13. Adjournment

Action items

KK/AS: put out a reminder on SM about Feb. 24 deadline for session call

KK: Connect AS to Nick Brown

KK: Get that ball rolling this month on CIRNAC Climate Change Preparedness funding program

KK: Geomanitoba2025, I'll let CGS know that we are interested and bring in GD on this.

AS: Set up a doodle poll for the next two weeks, for everyone on committees to attend.

MG/AS: Send CB a reminder about a date to present in a webinar on what makes a good conference paper.

GD: Get in touch with the chairs of the action groups.

Minutes

1. Approval of the Agenda
 - a. KK: Questions?
 - b. None
 - c. Approved
2. Approval of the Minutes of Meeting #54, 13 January, 2023
 - a. KK Questions?
 - b. None
 - c. Approved
3. Matters arising from the minutes (But not covered later as agenda items)
 - a. None
4. ICOP 2024 Chair report (LA)
 - a. LA: The call for sessions is out. Not a lot of response yet, but I think that there will be more. We're working on adding content to the website. We've updated the budget, fixed costs for the conference. Hard to do with inflation impacting the north. Many prices are increasing. Budget seems reasonable. We've been working on sponsorship and getting seed money from CGS. I'm trying to get seed money from IPA, so I need some wording from CB.
 - b. GD: What is the deadline?

- c. LA: Feb 24th.
 - d. ACTION: KK: AS, put out a reminder on SM. So we let everyone know.
 - e. AS: Nick Brown has access, so I'll coordinate with Nick.
 - f. LA: Exactly, NB is the communications coordinator for the conference and he can send out reminders.
 - g. KK: AS, do you know NB? I'll make that connection by email.
 - h. KK: Questions?
 - i. RM: I'm supporting the sponsorship package work.
 - j. KK: Publications and technical committees are in action.
 - k. CB: There is a lot of cash available from Climate Change Preparedness in the North. Need to have a clear relationship with Indigenous Peoples. This cash is available, but it has to be related to climate change preparedness. Very important that the connection with FN agendas is made in a genuine way. It is administered by the Council of Yukon FN. So YFN would have to be involved in programming. That is different from what we used to have from NRC, but not sure that NRC will fork out for this conference. Similarly the GSC failed to show up for the Yukon Conference. Maybe it takes a long time.
 - l. PM: It takes a long time to get this money.
 - m. KK: We need to consider how to have an international conference and make space for indigenous peoples. We need the LOC and NOC to have these conversations and get indigenous peoples on board.
 - n. LA: Yes, it is crucial to keep these connections that we have established a part of ICOP. That is what CB has suggested in terms of getting sponsorship through that program.
 - o. KK: OK, so we can get that ball rolling this month.
5. President's report (KK)
- a. General update
 - i. KK: The PermafrostNet Strategy Committee is looking at how to take the permafrost agenda to a national level. Last year the committee made an infographic of stakeholders and needs, and ideas. These are coming together in a short paper for Arctic, Stephan is the lead author. The idea is to have a touchstone that is on the record. There aren't a lot of boundaries on this. Questions?
 - ii. KK: Janet King, who is on the Strategy Committee, is well connected with science policy folks, and is starting a "Permafrost Policy Dialog". This is to have people come together this FY, for us to just start having discussions about what this strategy looks like. Hopefully a meeting in 2024.
 - iii. PM: Who is this for?
 - iv. KK: It is pretty general, it is to foster collaborative vision: "To foster a collaborative and integrated approach to tackling Canadian permafrost issues – understanding, adaptation, impacts on infrastructure, mitigation, and sustainability in an era of climate change". It involves additional people in the policy world.

- v. KK: I was contacted by Jessica Forester, who works for Minister of Infrastructure. She wants to discuss climate policy. This invitation speaks to the role that the CPA is playing, that we have a central voice. We want to support our members in understanding permafrost, rather than an advocacy role. We are here only because there are no other players.
 - vi. KK: I'll forward this email to you: "My name is Jessica Fullerton and I am currently a Policy Advisor for Minister Dominic LeBlanc. In this role I primarily advise on climate policy for both of the Minister's portfolios, Infrastructure and Intergovernmental Affairs. To better inform my current role, I am reaching out to a breadth of stakeholders in hopes to meet, discuss climate policy, and build productive working relationships."
 - vii. KK: I'll speak to the role that the CPA plays, and to the Strategic Committee.
 - viii. CB: Those roles need to be coupled carefully. This also shows the value of having the word Canadian in the CPA name that makes it pop up. In the 70's the NRC was the voice, then the GSC was the voice, but since the 2000s this has declined. All the federal roles declined. This occurred along with devolution. That means that there is nobody in Ottawa to speak for the North. This kind of talk gets shut down by the Territories. So the information sharing has slowed down between territories, and we have a real issue getting a strong federal voice. So, what is the role of the GSC at the national level? Who develops the policy? The territories develop policy at the territorial level, or do the Feds at the Federal level. This minister and Janet King need to have this in their heads.
 - ix. KK: Yes, I've shared this history with Janet and will Do.
 - x. PM: Comments on the role the Feds have had, and the need for the GSC to know that there is support for national level thinking
 - xi. CB: We need the territories to call for a Federal National vision. There have to be voices from the regions, telling the feds to get organized.
 - xii. KK: Good to have this feedback, I'll bring this to the meetings.
- b. GeoManitoba2025
- i. KK: good to have JH on board. Can we decide about AGMS for 2023, 2024, and GeoManitoba 2025. A lot of our Board will be busy with ICOP this fall. So, I think that 2023 should be a virtual meeting. Maybe a CPA meeting at ICOP, but I'm interested in hearing about 2024, and 2025. The GeoManitoba 2025 should be a good meeting. It would be nice to support Manitoba and learn more about its permafrost. It is not a bad idea for us to support GeoManitoba by coordinating reviewers. I need to figure out if we want a special session or a parallel conference. Thoughts?
 - ii. CB: 2023, have it virtual. You will be busy in the fall. We have to have the business meeting. 2024, everyone will be tired. The AGM could be at ICOP or have the have a virtual business meeting in the fall. GeoManitoba will probably be in September.
 - iii. JH: Yes, in the fall.

- iv. CB: The last two CGS meetings that we were involved with were fantastic. The review system was a bit gentle but the system is fantastic. Even if you didn't go to the meeting, you can read the papers. And the copyright rests with the Authors. So we can disseminate them. We don't have to worry about fees. So don't worry about the AGM when it is just the business meeting.
 - v. GD: The timing is not perfect. If in 2026, totally different. It is a rare opportunity, because there is permafrost in Manitoba, whereas not so in other provinces. There is a lot of interest in a railway, so lots of engineering and science. Plus there is the communications route north to Nunavut. It is something we will need to discuss.
 - vi. PM: I think that this might be a chance to just have a few sessions rather than have a co-conference.
 - vii. JH: We have done these co-conferences. We would have parallel sessions, and another key-note, but CGS does not need any help with co-organizing the conference itself.
 - viii. Action: KK: I'll let CGS know that we are interested. I'll bring in Guy on this.
 - ix. KK: So 2023 virtual, 2024 virtual, and 2025 a co-conference.
- c. Standing International Committee
- i. KK: We need to have a meeting with the standing committees in the next two weeks. Finance committee is doing a great job. They have a concrete task and are having a ball with it. I think that we need to do that with the other action groups. My concern is that there is so much in the strategic plan, that it is exciting, but then it is hard to do it all, and things languish, and then people start feeling bad. I've got some ideas about some small tasks that are completed by the end of the year. Then they will feel good. Then the meetings will be productive. I don't want to lose the energy and excitement. They need a bit of direction.
 - ii. Action: AS to set up a doodle poll for the next two weeks, for everyone. Comments?
 - iii. PM and BF: That is a good idea. [lots of nods from the board]
 - iv. KK: I'd like to move, I've realized that with ICOP coming up, and a busy year coming up, that we need some systems in place that just fly, and can be passed on. We are just looking for some things that are fun to do.
 - v. CB: Are you going to these meetings?
 - vi. KK: I'll meet with everyone at this meeting of committees that we are arranging.
 - vii. CB: I think that this gentle, clear, collaborative style will make sure that the committee will have their item that they will work on. If they are enthusiastic about 1-3 things, that will be great, and you have managerial skills to do this.
 - viii. KK: I do need to discuss the relationship between the CNC-IPA and the CPA.

6. Treasurer's report (BF)

a. General update

- i. BF: Renewal: 144 paid members, 61% of 2022 members. Still have 93 members that haven't renewed, but we gained 4 new members.
 - ii. Distribution of members: 50 EC, 69 Reg, 18 Lifetime, 3 Corp Gold, 1 Corp Silver, 2 Inst. Gold and 1 Inst. Silver
 - iii. I presented the 2022 financial report to the Board at the last meeting. I need a motion to approve it.
 1. Guy moved, KK seconded.
 2. No Discussion, Unanimous approval.
 - iv. BF: CPA Assets: Cash Account: \$36,853; CPA Reserve: \$40,141; ICOP savings account: \$3,597; GIC: \$2,034
 - v. BF: Revenues for 2023: \$17,228. This includes renewal and new membership: \$13,203, CGS payment for 2021 and 2022 combined members: \$3,860; interest deposited in savings accounts: \$129 in Reserve and \$36 in ICOP 2024
 - vi. Expenses for 2023: \$470.50. This includes Stripe fees: \$449; Banking fees: \$21.50
 - vii. BF: Combined CGS/CPA membership. I've discussed our system with CGS, and they said that our system is pretty straightforward, but there was no easy way to do this. All sister organizations have lots of steps to do. We came up with some action items, such as add GST to the portion paid by the CPA. So our invoice will now just be for the Net amount. I'll send along a report, a series of reports, to keep the CGS up to speed and check the membership. If that works, most of the issues will be solved. There is still a membee issue, but i have to contact Membee about that.
- b. Standing Finance Committee
- i. BF: The committee is just gathering information needed by the lawyers to review for the foundation. So there will be a lot more of an update later on.
 - ii. Questions?
 - iii. KK: Thank you!

7. Secretary's report (PDM)

a. General update

- i. PM: This month was a bit quiet. I helped out a few of the committees with getting people access to shared drives. I also updated the information on the Board's Directors with Corporations Canada. The Annual Return isn't due until later on in the spring.

b. Standing Membership Committee

- i. PM: The committee met, and we talked about the vision for the coming year. I acted as chair, but we need to locate a Chair, so I would like to have this position advertised, please. Simon Dumias was not sure that he was up to the task. I also have to figure out how to get one of the team members to engage more. They have not made most of the meetings.

8. Communications director report (TH)

a. General update

i. TH: I've been working with Nick Brown, so he has access to our SM accounts. I've been working to update the website with AS, getting it looking better and current. There are events in the calendar, updated the award winners, that sort of thing

b. Standing Dissemination Committee

i. TH: The committee met this week. We are working on more SM initiatives. We have prioritized getting pages translated for the French side of the website. One thing that we have been working on is how to manage the videos from Chris, and an SM campaign to advertise them. There are more than 20 odd videos, and each has a short summary video. Not sure what the best plan of action is.

ii. KK: AS suggested releasing a few videos at a time. I like the idea. When will all of the full length videos be released?

iii. CB: Not sure. They are still being edited, and then I have to review them. But I'm hoping before the summer.

iv. KK: These videos need to be available to the public, but then we can offer more content to members in the members only section.

v. TH: So we can release as modules, but wait until all of the full length videos are ready, or release the summary videos now.

vi. KK: I think that we can release the summaries now.

vii. JH: They are like trailers.

viii. TH: OK, we will post these in a staggered way, and treat them as teasers.

ix. CB: We can put the slides in the Members Only section at the same time.

9. Early Career representative report (MG)

a. General update

i. RM: On this theme, I almost never heard about permafrost as an undergraduate. Does the CPA have a plan of attack for permafrost as something that gets mentioned much earlier on in universities. I'm curious to find out what universities cover permafrost. There are so many grads that come out of university who don't know about permafrost.

ii. GD: At Laval, there is nothing on permafrost in engineering for undergraduates.

iii. RM: I think this is something that I could work on, not sure where.

iv. JH: We compete to get students into the various engineering streams, so the CSCE has little videos on what engineers do. We could have videos on what a permafrost engineer does, or a permafrost scientist does.

v. RM: There might be an opportunity to extract some things from the videos.

vi. CB: There may be, but this is an important issue. It used to be that permafrost people went into public service, but that is not the case now. It is really important to let the ECR know what is going on in the private sector, and make the links with students and education.

- vii. TH: It would be really cool to do this. The SDC is compiling a list of permafrost courses at Canadian Universities. And we are making short social media posts on people and what they do that we can share.

b. Webinars

- i. MG: Thank you for all of your suggestions. I'm going to reach out to you for some more specific information before I reach out to these contacts. Would it be of interest to promote the Strategy that PermafrostNet is developing?
- ii. JH: Maybe after that policy meeting takes place.
- iii. KK: I'll go over my notes and get back to you, MG.
- iv. MG: Naomi Short is a bit hesitant, because she thinks she is not really a permafrost person, but I'm letting her know that we are interested. I've also reached out to Sara on applied permafrost geomorphology, but she is quite busy at the moment so I don't have a date.
- v. KK: I could also get someone like CB to give a short talk about what makes a good conference paper.
- vi. CB: We could build a bit of a discussion around ICOP, and this indicates that the CPA is taking things seriously, and the international people will tune in.
- vii. KK: OK we can talk about scheduling that. This will help, and a second talk could be about reviewing papers. We really just need a discussion starter.
- viii. CB: Do you want this in March?
- ix. MG/AS: Send CB a reminder about a date.

10. President-Elect report (GD)

- a. Update on Action Groups
 - i. GD: KK and I had a discussion about the Action groups and the various committees. I'm going to get in touch with the chairs of these action groups, and I'll update you next month. I've just been working on understanding what they are doing.
- b. Standing Linkages Committee

11. Information Sharing

- a. CB: RCOP is moving along well. Abstracts closed last week, and there were a lot as the organizer was a bit rattled.
- b. KK: I met with the Cascade Institute. They were funded, and they will re-scope their project a bit. Woodwell (Brendan Rogers), Lukas, and Duane were there. I reached out to Brendan, saying that they are keen to do something and what they will do, but they don't even know who they are hiring. We need to tell Woodwell what we think that Cascade Institute could do once they find someone. It is a bit like the tail wagging the dog. I am clearly the only permafrost scientist in these discussions.
- c. PermafrostNet is holding an International Day in March, and I'll have a chance to talk then.
- d. TH: This is open to the public

- e. AS: One item fell through on the newsletter, so if you have any items you think we should add, let me know.
- 12. Any other business
 - a. None.
- 13. Adjournment
 - a. 14:50
 - b. Next meeting, March 10, 2023.