



Approved Minutes (On-line version)
Board and Executive Meeting of the Canadian Permafrost Association
Teleconference
Meeting #21
Friday April 10, 2020 1300-1500 EDT

Attending

Lukas Arenson (LA)
Peter Morse (PM)
Barbara Fortin (BF)
Antoni lewkowicz (AL)
Ashley Rudy (AR)

Excused

Xiangbing Kong (XK)
Chris Burn (CB)
Panya Lipovsky (PL)
Jason Smith (JS)

Minutes

PM

Agenda

1. Approval of the Agenda
2. Approval of the Minutes of Meeting #20, March 6, 2020.
3. Matters arising (not covered later as agenda items)
 - a.
4. President's report (LA)
 - a. Update on ICOP 2020 and Whitehorse ICOP 2024
 - b. Update on AGM in Yellowknife at YGGSF
 - c. CPA Strategic Planning - Update on Pooneh Maghoul to co-chair Strategic Planning committee
 - d. Other organizations and their fees: add in an item in the news letter and a spreadsheet on our drive.
 - e. Nominations Committee - Put out a call to members? Appoint?
5. Treasurer's report (BF)
 - a. General update
 - b. Return turn on investment from CanCOP2019
 - c. Proposal for membership renewal
6. Secretary's report (PM)



- a. Comment on Land Claims Agreement Coalition Conference
 - b. Update on Annual Planner
 - c. Update on minutes for Website.
- 7. Communications director report (AR)
 - a. General update
 - b. Newsletter
 - c. Update on posting coordinates of research sites on website
 - d. Update on corporate versus institutional memberships on the website
- 8. Early Career representative report (XK)
 - a. General update
 - b. ICOP
- 9. Past President report (AL)
 - a. Update on Potential Action Groups – pick priorities, select leaders, and offer support
 - i. Best practices for geothermal modelling spin-up and boundary conditions
 - ii. Cost of permafrost carbon emissions
 - iii. Revised glossary of permafrost and ground-ice terms
 - b. Restart process to set up charitable arm
 - c. Strategic Planning - Update on take up from reminder email
- 10. Any other business
 - a.

Action Items:

BF: Will write Pooneh Maghoul a note about joining.

AR: website updates

Minutes

- 1. Approval of the Agenda
 - a. LA: Move to approve. PM Seconds.
 - b. No items to add
 - c. Unanimously approved.
- 2. Approval of the Minutes of Meeting #20, March 6, 2020.
 - a. LA: Moves to approve. PM Seconds
 - b. Unanimously approved.
- 3. Matters arising (not covered later as agenda items)
 - a. None
- 4. President's report (LA)
 - a. Update on ICOP 2020 and Whitehorse ICOP 2024
 - i. IPA has sent out an email, and we should copy this into the newsletter, ICOP2020 postponed until June 2022, US Reginal still on for 2021, Spain regional 2023, the ICOP2024. then back into the normal 4-year interval. June 22-23, Council meeting, on-line, when Canada has to pitch the bid.



Likely Whitehorse to be selected for 2023. will send out an email to the 2024 group to start planning for the presentation.

- ii. Probably the closeness of the two ICOPS will have a big influence on the 2024 conference.
 - iii. AL: Agree, think that Spain may have a bit more of an influence, but not much. They are distinct enough. We will have everything well defined.
 - iv. LA: This schedule may have more of an impact on the Chinese ICOP, as people may save talks for the regional conferences. Depending on how this disease plays out, there may still be changes, but we may also have figured out by then how to have on-line conferences.
- b. Update on AGM in Yellowknife at YKGSF
- i. Still very much up in the air. AR, comments?
 - ii. AR: No decision made on the YKGSF yet. Discussion to make it an on-line forum, but the trade show would not be possible. Will keep the board up to date with any news.
 - iii. AL: Is there a drop dead date for a decision?
 - iv. AR: Not yet. The early planning is done by the chamber of commerce, and I'll ask around about their timing.
 - v. LA: What is the talk about travel bans in the territory?
 - vi. AR: Until the rest of Canada eases its restrictions, the GNWT will not lift its ban. Not clear how this affects bans this year. There may be opportunities to get to the field for specific purposes, but not planning on much summer field work. Budgets in the office have been cut.
 - vii. LA: The travel bans within the territory will be lifted first, before outside travel into the territories. Q: Do we want to make the decision to have an on-line AGM now?
 - viii. AR: A lot of the communities are instituting community travel barriers. Tuk has cancelled all research permits in their area. ARI still figuring out if they will provide logistical support.
 - ix. AL: Good to think about this now. Wise to contemplate. Just an AGM, or more, such as presentations. Good to know how we would do it.
 - x. PM: Thinking about online meeting, looking into Meet and Zoom, we can invite members and give out passwords. The key is to moderate video and audio control.
 - xi. AL: If we had an AGM and some talks, then we can have a lot to offer.
 - xii. AL: We could think of a general set of presentations, a plenary at the minimum, and advertise this.
 - xiii. LA: Interesting to think about the impact of COVID-19 on permafrost research. What about voting?
 - xiv. PM: Can use Comments. If we have everybody online it is easier than a mix.



- xv. LA: Can use Survey Monkey, or Cahoot. You can set these up so that only one person can fill out the answers. The answers show up real time to the moderator. People can cast their vote and see the result in real time. We have options.
- xvi. PM: Late November is still a perfect time for the AGM
- c. CPA Strategic Planning - Update on Pooneh Maghoul to co-chair Strategic Planning committee
 - i. Move to ALi:
 - ii. AL: She is happy to be the co-chair. Didn't check with her to see if she is a member.
 - iii. BF: Not a member. Action: will write her a note about joining.
- d. Other organizations and their fees (LA): add in an item in the news letter and a spreadsheet on our drive.
 - i. Just started, now a spreadsheet on Google Drive with organizations. a living document about who to look into to contact. If you have any other organizations to contact, let us know and become a champion.
 - ii. AL: That is the list that I would put together. International Association of Cryospheric Sciences?
- e. Nominations Committee - Put out a call to members? Appoint?
 - i. Toni and I will look into this
 - ii. AL: Need one person from the north and someone from another gender, and someone who hasn't been on in the last two years.
 - iii. AR: What about Kumari?
 - iv. AL: She's very busy.
 - v. LA: We could ask Panya if she has some names.
 - vi. AL: What about Merran Smith. She is someone who could help.
 - vii. PM: We can look through our membership list and tap a shoulder or two.
 - viii. LA: Action: I'll go through the members and we can go from there.
- 5. Treasurer's report (BF)
 - a. General update
 - i. Renewal: pretty quiet, 1 member renewed. Still have 38 outstanding. We gained 1 new member through the CPA-CGS. 94 paid. 27 EC, 9 lifetime, 48 reg, 4 CG, 2 IG, 2IS, 1 community. There's a glitch in the CPA-CGS membership related to tax. Membee explained the situation, but still have to figure out how to make it work better. \$28, 697 in the account, \$2020 GIC. \$10000 back in the seed money from the conference, and \$1075 from Carleton University, which was the Permafrost Net share of the booth at LCAC conference, \$210.45 Expenses , \$186.45 membee, and \$12 Annual corporations filing fee , Stripe \$12.00. Still need to pay the GST this month.



- ii. LA: Wondering when we can switch to annual GST, CRA tells us. they may need more time to make a decision. it would be nice if this was once a year.
 - iii. Return on investment from CanCOP2019
 - 1. See above.
 - b. Proposal for membership renewal
 - i. Still working on this.
- 6. Secretary's report (PM)
 - a. Comment on Land Claims Agreement Coalition Conference
 - i. Shared the conference booth with PermafrostNet. Not a lot of great interest, but a few good discussions. CPA did not really fit in well with the conference theme, but it gave us new exposure. If anything it is clear that these regions are very important from a permafrost perspective as they are almost entirely within permafrost zones of Canada. Get a few new applications.
 - b. Update on Annual Planner
 - i. Done
 - c. Update on minutes for Website.
 - i. Working on this
- 7. Communications director report (AR)
 - a. General update
 - i. Website is up to date with jobs. Need to update the website newsflash about the Calgary conference. Need to update sections. Jen can help with the minutes
 - b. Newsletter
 - i. Can add info about the new conference dates,etc. in the new newsletter and send it out next week.
 - c. Update on posting coordinates of research sites on website
 - i. Need to add the link to the website so that people can add coordinates from the website directly
 - d. Update on corporate versus institutional memberships on the website
 - i. Will update this information from the by-laws
 - e. Update on social media. Things are moving along, trying to keep these up to date.
 - f. LA: I've been posting papers from CPA members on our linked in site.
 - g. AR: Agree that it is nice to post papers from members. Could be a bias related to our circle of collaborators
 - h. AL: We need our members to contribute, and let them know that it is easy, and a fair promotion.
 - i. LA: We can't censor. As long as a CPA member has a paper, we should highlight it.
 - j. LA: Is there another interview in the works, for the website, and newsletter?



- k. AR: Yes, there will be one every other newsletter.
- 8. Early Career representative report (XK):
 - Absent
 - a. General update
 - i.
 - b. ICOP
 - i.
- 9. Past President report (AL)
 - a. Update on Potential Action Groups – pick priorities, select leaders, and offer support
 - i. Best practices for geothermal modelling spin-up and boundary conditions
 - 1. Meant to be LA following up on this
 - 2. LA: Greg promised something on this, but haven't seen the objectives yet., Will follow up.
 - ii. Cost of permafrost carbon emissions
 - 1. Plan was to meet at the CSA meeting last week, so had on-line discussions. Worked well. managed to get through a lot. didn't get to meet with Mike, obviously.
 - 2. LA: Wrote him a note last week but haven't heard back yet.
 - 3. AL: This is kind of stalled now.
 - iii. Revised glossary of permafrost and ground-ice terms
 - 1. Put together a general outline on this, and the idea is to work on this over the next few years. Not a priority. After the CSA experience, there is a great benefit to doing this. We had the CSA meeting, and the question was, if warm permafrost is >-2 , and cold permafrost is <-4 , what is permafrost between these? Cool! Cool is <-2 and >-4 . Engineers want this definition in terms of resilience to temperature change. Cool is the term we are going with. The glossary is a valid idea to work with.
 - 2. AR: At a Polar Data Management conference in Banff, agreement that the semantics are important as these databases have different terms. PermafrostNet is discussing taking the glossary, and adapting it toward a semantic dictionary. There may be a way to leverage this and collaborate with PermafrostNet on this.
 - 3. AL: Not quite what PermafrostNet should do, but the Association should do. We need a committee, and PermafrostNet should have a rep on it. The task requires a committee that has lots of experience, and not really a task for PHD students. Do you think that we should initiate this soon?
 - 4. AR: It has more legs if it comes out from the CPA, but we may be able to advance this with the support of PermafrostNet. The



PermafrostNet data management meetings could be a way for us to get people together and talk about it, advance it.

5. AL: Brought up on screen/shared his plan with the board. If the board agrees with this timeline that we get participation, or funding from permafrostNet, then that would be great.
 6. AR: Can I share this with Nick Brown at PermafrostNet?
 7. LA/AL: Should be fine. If Nick is a member, he should be aware of this initiative.
 8. AL: PermafrostNet brings people together from other backgrounds, so it is interesting to see what people think of the terms and definitions. Please share with Nick. A good link to make. Don't want CPA to lose control of this. The IPA want to do this first, but couldn't do it, so we should. The CNC-IPA want to be involved. Lets go ahead and follow up with the general plan to form an action group. Need to include this in a newsletter. Who should chair this? Chris Burn? Michel Allard?
 9. LA: Michel would be good, certainly help with the language issues. or Guy Dore.
 10. AR: Plus Guy has an engineering background.
 11. AL: probably not Don Hailey.
 12. LA: Chris is probably busy, but would be a good person.
 13. LA: Let's leave for another month. We can include a request for involvement in the next newsletter. A deadline of May 15th.
 14.
 - iv. Restart process to set up charitable arm
 1. No progress on his
 - b. Strategic Planning - Update on take up from reminder email
 - i. Pooneh has agreed to chair. We need an ECR and need to look for someone from PYRN, who are also CPA members. She recommended two, but they are both her students. Thanks but no thanks. Need to look for a few new people.
 - ii. PM: Brendan O'Neill?
 - iii. AR: He would be good.
 - iv. AL: Will ask Brendan. Will think about another PhD student who could be involved. We need to get going on this and get it moving by next meeting. Any new people I think of I will run buy the board.
 - v. LA: How about Eva Stephani?
 - vi. AL: She is a good choice too.
10. Any other business
- a. LA: we were contacted by the Standards Council of Canada, requesting something from our members, I wrote back to ask them to become members, and have not heard back.



- b. AL: CNC-IPA and CPA: CNC-IPA are appointed from ICOP to ICOP. Don't know if the current members will be extended to the next ICOP, if the terms end at the IPA council meeting held this summer. How do we make sure the CPA is represented on the CNC-IPA. We can suggest to Sharon Smith that we would like membership on the CNC-IPA. I will talk to Sharon and get one member of the board on the CNC-IPA. if the current terms are extended, I will be a member of the CNC-IPA but now the CPA as I will no longer be on the board. Unless we have a past-past-president, ha ha. In case our terms all end on the CNC-IPA.
 - i. LA: Any member of the CNC-IPA can be ex-officio, so we won't have a total vacancy.
- c. LA: Regarding the message from the President, there was positive feedback on my suggestion to have a monthly presentation. We can do this on Google meet or webex. With webex we can record the presentation and archive on the website. It would be great for our student members.
 - i. AL: Very good for us to practice this, and again, something for us to offer our members. Could have legs.
 - ii. LA: May be a bit too early to promote the idea of having sites visited by community members, but a great idea for the future. Maybe this is something we can set up for the future, but not for now until the current crisis is over.
 - iii. LA: Was thinking that we can share windows of time in the field, and the tool could allow us to connect.
 - iv. LA: I will get the newsletter together in the next few days, and pass along to BF for translation.

11. Adjournment

- a. 15:35. Next meeting May 8th.

