



CANADIAN PERMAFROST ASSOCIATION  
ASSOCIATION CANADIENNE DU PERGÉLISOL

Approved Minutes (On-line version)  
Board and Executive Meeting of the Canadian Permafrost Association  
Teleconference  
Meeting #25  
Friday July 17, 2020, 1300-1330 EDT

Attending:

LA  
PL  
AR  
AL  
CB  
XK  
BF  
PM

Excused:

JS

Minutes recorded by:

PM

Agenda

1. Approval of the Agenda
2. Matters arising (not covered later as agenda items)
3. Secretary (PM)
  - a. Insurance
4. Past President report (AL)
  - a. CPA Strategic Planning - Review of proposal submitted to the Board by the SPC
5. Any other business

Action items

1. AL: To move ahead with external review of Strategic Plan.

Minutes

1. Approval of the Agenda
  - a. LA: Comments?



- b. None.
  - c. Decision: Unanimously approved
- 2. Matters arising (not covered later as agenda items)
  - a. None
- 3. Secretary
  - a. Insurance
    - i. Insurance is @\$100 more, the policy is the same
    - ii. Objections? None
    - iii. LA: Please go ahead and renew
    - iv. ACTION: PM to renew insurance
- 4. Past President report (AL)
  - a. CPA Strategic Planning - Review of proposal submitted to the Board by the SPC
    - i. Continued discussion from Meeting #24
    - ii. No new comments since last meeting
    - iii. AL: If there are specific suggestions, the CPS will just say sure and accept them. If there is something missing, the Board needs to tell the Committee.
    - iv. AL: I told the Committee that we were having another Board meeting, and will follow up with them soon.
    - v. AL: I have all of your comments here.
    - vi. LA: I just had some minor comments. One thing is where to place an award in the document. An award to recognize those who place time and effort in the Association. An award is a bit of a PR tool. Can be used to raise the profile of the Association. I like the idea of an additional membership category. We will have to change the metrics if we do this change.
    - vii. AL: Thank you for your comments.
    - viii. AL: PL, any more?
    - ix. PL: No, just a bit more clarification on what it means to establish relations with northern communities. Not much else to add.
    - x. AL: How would you rephrase that part? It is challenging how to define a partnership with indigeneous peoples.
    - xi. PL: Not sure. Maybe better to leave it and see how this develops.
    - xii. CB: Always easier to write a description of something that exists, but hard to write something about a thing that doesn't exist. FN may not necessarily accept the terms that we are trying to set, but they may like to be a partner according to other terms. I can ask the Carleton Experience. Each FN will probably want their own arrangement. I will help in any way I can.
    - xiii. AL: Appears in Linkages. What we might be able to do is put in something that says that partnerships can be established on an individual basis to meet the needs of northern communities. Seems like the obvious



thing to do. This will require work over the next year. Presumably we want this. Whatever we do needs to be of mutual benefit. If we achieve this, it will make us quite different from other academic organizations.

- xiv. AL: Would we prefer to have feedback from the Board on this, or not. It is quite vague. Perhaps we should just send this out and get feedback.
- xv. LA: Yes, we should send it out and give everyone more time to comment.
- xvi. AL: Other comments?
- xvii. CB: I'm impressed with this doc. The Association as a whole needs to be ready to act on this. After the AGM this is a go. We have to anticipate the response of the membership to this draft. You have the comments from the Board and the Committee, and there will be some more in the comment period. After that, it will be a good doc. At the time of the AGM, we need a plan to instrument the Plan. We need to have the committees populated for the AGM. Then off they can go. Then in a year's time, they will have something done. It is really easy to drop stuff, so the sooner we get them going the better, and there will be progress. We need to have the individuals assigned to committees by November. Some committees are easy, some are a bit harder. The first time round we can just propose a slate. It will take 30 members.
- xviii. AL: Agree, it would be very easy to let this slip, and by 2021 nothing will have happened. Don't disagree with anything you've said. It doesn't all fall on LA. There are board members responsible, and they will have to think of respective committee members. I think that is something we should say in a new announcement. It would be a good way to get people to connect.
- xix. AR: In the plan, could you put in a table of committees, the org structure and positions?
- xx. CB: With respect to the committees, we should have an EC as a member. It is an excellent training experience. Even though they may not see it in this way, it will help with leadership in organizations.
- xxi. LA: How do we proceed with letting people comment on this? We could have people add comments in a field on a form set up for each subsection. It may be too tricky to collate individual track changes for example.
- xxii. AL: After the Board approves this version, we need to translate and post. AR will post, BF will try to translate.
- xxiii. BF: How much time do I have?
- xxiv. AL: If the board thinks this can go out, and doesn't need to see it again, then you have 1-14 days.
- xxv. AR: Do you want us to run this through Google Translate first?
- xxvi. BF: It does help. Then I change what doesn't make sense.
- xxvii. LA: I would like to look at the final version before it goes out.



xxviii. AL: So at this point I think that we just need approval to move forward?

xxix. LA: Objections on moving forward?

xxx. None.

xxxi. Decision: Unanimous approval to move forward for external review.

xxxii. LA: Happy that this is ahead of schedules. Let's proceed.

xxxiii. AL: Thank you everyone for your work.

xxxiv. LA: That concludes this additional half hour.

5. Any other business

a. None

6. Adjournment

a. 1330 EDT.

b. Next meeting August 7, 2020 from 1-3 pm EDT.

