

**MINUTES OF MEETING NO.116-19**

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 LOCATION WIWCD Office, Lundar DATE January 17, 2019

**Present:**

N. Brandstrom	Chairperson	Dog Lake Sub District
K. Fjeldsted	Vice Chairperson	Swan Creek Sub District
B. Sigfusson	Director	Shoal Lake Sub District
L. Finney	Vice Director	Dog Lake Sub District
B. Fleury	Director	Lake Francis Sub District
C. Halaburda	Director	Lake ST. Martin Sub District
J. Bittner	Vice Director	Lake ST. Martin Sub District
L. Miller	Manager / Financial Admin	WIWCD
I. Zotter	Financial Adm. Assistant	WIWCD

**REGRETS:**

P. Dunlop	Provincial Appointee	MSD
P. Watson	Watershed planner	MSD

WRITTEN BY: I. Zotter

ITEM	DESCRIPTION	ACTION BY
1.0	<b>CALL TO ORDER</b> N. Brandstrom called the meeting to order at 9:58 a.m.	
2.0	<b>APPROVAL OF AGENDA</b> <b>873-19: B. Sigfusson – K. Fjeldsted</b> <b>BE IT RESOLVED THAT</b> the Board approved the agenda with additions: 7.5 2018-2019 Interim Budget 7.6 Mileage Rates	<b>CARRIED</b>
3.0	<b>APPROVAL OF MINUTES</b> <b>874-19: B. Sigfusson – K. Fjeldsted</b> <b>BE IT RESOLVED THAT</b> the Board adopted the minutes of the Executive Board Meeting 115-18 November 20, 2018 as presented.	<b>CARRIED</b>
4.0	<b>FINANCIAL REPORT</b>	
4.1	<b>Bank Activity</b> L. Miller presented the financial report: CIBC Corporate Classic Visa Statement from October 22, 2018 to November 21, 2018; CIBC Corporate Classic Visa Statement from November 22, 2018 to December 21, 2018; CIBC Business Operating Account Statement from November 1 to November 30, 2018; Account Reconciliation with Outstanding Transaction Detail Report November 1, 2018 to November 30, 2018; CIBC Business Operating Account Statement from December 1 to December 31, 2018; Account Reconciliation with Outstanding Transaction Detail Report December 1, 2018 to December 31, 2018; Bank Account Transactions Report October 16, 2018 to January 16, 2019; Comparative Income Statement – YTD from April 1, 2018 to January 14, 2019; Statement of Expenditures from April 1, 2018 to January 16, 2019  <b>875-19: P. Dunlop - N. Brandstrom</b> <b>BE IT RESOLVED THAT</b> the Board approved the expenses of \$ 90,931.92 (cheques # 132 - 189); CIBC Corporate Classic Visa Statement from October 22, 2018 to November 21, 2018; CIBC Corporate Classic Visa Statement from November 22, 2018 to December 21, 2018; CIBC Business Operating Account Statement from November 1	<b>CARRIED</b>

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		<p>to November 30, 2018; Account Reconciliation with Outstanding Transaction Detail Report November 1, 2018 to November 30, 2018; CIBC Business Operating Account Statement from December 1 to December 31, 2018; Account Reconciliation with Outstanding Transaction Detail Report December 1, 2018 to December 31, 2018; Bank Account Transactions Report October 16, 2018 to January 16, 2019; Comparative Income Statement – YTD from April 1, 2018 to January 14, 2019; Statement of Expenditures from April 1, 2018 to January 16, 2019</p>	
5.0		<p><b>SUB DISTRICT RECOMMENDATIONS</b></p> <p><b>Swan Creek Sub District Meeting</b> was held on September 10, 2018 in Lundar, <b>Dog Lake Sub District and Lake St. Martin Sub District</b> members held meeting on September 13 in Ashern, <b>Lake Francis Sub District Meeting</b> and <b>Shoal Lakes Sub District Meetings</b> were held on September 12, 2018 in St. Laurent</p> <p><b>Lake Francis Sub District and Lake St. Martin Sub District Meetings</b> were <b>cancelled</b> due to “no quorum”.</p> <p style="padding-left: 40px;">Below are suggestions and recommendations made throughout the discussion at these meetings and previously addressed by the Executive Board.      The Executive Board further discussed the matters.</p> <p><b>SUB DISTRICT RECOMMENDATIONS</b></p> <ul style="list-style-type: none"> <li>➤ To increase rebate for the Fuel Tank(s) Rebate Program in order to attract more applicants. Perhaps funding for casing extension can be reduced for this purposes; <b>The Board decided not to increase the amount, but to improve marketing strategies: to approach fuel suppliers and provide them with information pertaining to Fuel Tank Rebate Program. Increase advertising through social media.</b></li> <li>➤ To increase financial assistance through the Riparian Management Program for fencing dugouts, the amount should be greater than \$ 5000.00; <b>The Board decided not to increase the amount due to limited operational funds of WIWCD.</b></li> <li>➤ Land adjacent to the shoreline is leased to the agricultural producer by Crown Land on a short term Lease. This condition is preventing farmers from fencing the lake and utilizing the land in more feasible manner. It is possible that these areas will be transitioning into Wildlife Management areas. However, poor management of the existing wildlife area observed in some locations in the past. Members expressed concerns that the potential transitioning can pose a greater risk for fires in the area. Members suggested to send a letter to the Crown Land Office and to the Manitoba Sustainable Development / Wildlife Management Branch expressing concerns pertaining to this issue; <b>The Board agreed not to intervene on this matter;</b></li> <li>➤ Members suggested to draft a letter to Manitoba Sustainable Development / Wildlife Branch in reference to the reduction of game bird refuge areas and its better management; <b>Staff prepared the letter for the Board’s approval. The Board requested more information before they can make a confident decision on how to proceed.</b></li> <li>➤ To set up a presentation with Soil Specialist and to organize a workshop for public for educational purposes; <b>The Board decided to invite the specialist to the Annual General Meeting.</b></li> <li>➤ To explore the possibility to provide the financial assistance to agricultural producers with purchase of chemical storage facilities. <b>The Board requested more information pertaining to available financial assistance through Ag Auction Program for individuals and on the Provincial Regulations for the chemical storage facilities.</b></li> </ul>	

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	<ul style="list-style-type: none"> <li>➤ To amalgamate Lake St. Martin and Dog Lake Sub District for the purposes of better management and establishment of the quorum during Sub District Meetings. <b>The Board discussed this matter and decided that the amalgamation is not necessary.</b></li> <li>➤ To partnership with organizations involved in development and construction of Lake St. Martin and Lake Manitoba Channels with intent to initiate projects directed to enhance and to improve fish and wildlife habitat. <b>The Board agreed not to intervene on this matter;</b></li> </ul> <p>A member suggested to establish Water Quality Monitoring Program where water samples will be collected three (3) times per year at the Lake Francis Control Structure. Staff to consult with Sustainable Development on possibility of implementing this program by the WIWCD. Staff to contact the laboratory and to request a price list for the different water analyses.</p>	
<b>6.0</b>	<b>OLD BUSINESS</b>	
<b>6.1</b>	<p><b>Integrated Watershed Management plan (IWMP)</b></p> <p>The IWMP is completed and ready to be printed. Project Management Team is waiting for the announcement of next meeting.</p>	
<b>6.2</b>	<p><b>Winter Watering System Applications</b></p> <p>The WIWCD received two new applications for the Off Site Winter Watering System. Sites were inspected by manager and board member and found to be suitable for the installation of Off Site Watering System.</p> <p><b>876-19: B. Sigfusson – K. Fjeldsted</b>  <b>BE IT RESOLVED THAT</b> the Board approved C. Bjornson and TJ O’Sullivan applications for the Off Site Winter Watering System Program.</p> <p>B Johnson and C. Clarke withdrew their applications for the Off Site Winter Watering System Program.        M. Emilson is in the process of modifying and winterising his off-site watering system.</p> <p>The Board discussed stipulation pertaining to time line for the completion of the projects and the applicant’s responsibilities to notify the office in cases where an extension is needed. Staff to prepare the application for the board’s review reflecting more stipulation pertaining applicant’s progress report, communication, and time of completion.</p>	<b>CARRIED</b>
<b>6.3</b>	<p><b>Hatchery Drain</b></p> <p>There is no update from M. Lowdon. Anticipated time to install spawning shoals at Swan Creek Drain is February of 2019.</p>	
<b>6.4</b>	<p><b>Policy</b></p> <p>The Board presented with WIWCD Manual Policy Section 1.1 and Section 1.2        The Board will review these Sections and will discuss it at the next Executive Board Meeting.</p>	
<b>6.5</b>	<p><b>Riparian Management</b></p> <p>B. Kinked withdrew his application.</p>	

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	S. Bishop will need to reapply for the 2019-2020 fiscal year.	
<b>6.6</b>	<p><b>WIWCD Proposed Boundaries</b></p> <p>E. Dunbar and P. Watson will present a draft proposal for the WIWCD at the meeting on January 21, 2019 at 7:00 p.m. at the Lundar Lutheran Church. The draft proposal will reflect the input that was gathered at previous meetings with municipalities and districts.</p>	
<b>6.7</b>	<p><b>Green Kids</b></p> <p>Green Kids Inc finalizing the schedule. One school declined offer of Watershed Workshop.</p>	
<b>6.8</b>	<p><b>Community Tree Program</b></p> <p>Invoice from Sabados Greenhouse has not been received at this time.</p>	
<b>7.0</b>	<b>NEW BUSINESS</b>	
<b>7.1</b>	<p><b>Common Logo</b></p> <p>The Board discussed proposal of unifying all districts under one Logo. The Board disagreed with the necessity to implement same Logo for each district. In Board's opinion, Logo can be adopted and accepted by each watershed district voluntarily at any time, provided there is consensus among the district's members. At this time, the WIWCD Board decided to keep the WIWCD Logo.</p>	
<b>7.2</b>	<p><b>Bank</b></p> <p>As it was discussed at Annual General Meeting, signing Authorities are delegated to L. Miller, B. Sigfusson and K. Fjeldsted.</p> <p><b>877-19: B. Fleury – L. Finney</b>  <b>BE IT RESOLVED THAT</b> the Board approved to appoint L. Miller, B. Sigfusson and K. Fjeldsted as Signing Authority Officers.</p> <p>To make a confident choice between two financial institutions: CIBC or Noventis, the Board would like to see a Proposal from the Noventis Credit Union, to be able to analyze offered services and to make the most beneficial decision on the behalf of WIWCD.</p>	<b>CARRIED</b>
<b>7.3</b>	<p><b>External Funding for Summer Student</b></p> <p>The WIWCD has applied for the Urban Green Team Funding, the application for the Canada Summer Job Funding is in the progress.        In case where application is successful and funding will be received, the WIWCD will hire a summer student to conduct a well inventory of 300 wells in West Interlake Area, within the boundaries of the WIWCD.</p>	
<b>7.4</b>	<p><b>Conservation Trust Fund</b></p> <p>Two Letters of Intent were submitted to Conservation Trust Fund: Siglunes Creek wetland restoration and enhancement and Building Resilience and Improving Lake Manitoba Watershed.        The Board discussed possibility of Duck Unlimited transferring the Crown Land Lease to the WIWCD in case where the proposed project is completed. Throughout the discussion,</p>	

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	the Board decided not to accept the transfer and to abstain from further management and maintenance of the Control Structure at Siglunes Creek Drain.	
7.5	<p><b>2019-2020 Interim Budget</b></p> <p>The Board was presented with a copy of the 2019-2020 Interim Budget. The board discussed the Budget and made some modifications.</p> <p><b>878-19: B. Sigfusson – K. Fjeldsted</b>  <b>BE IT RESOLVED THAT</b> the Board approved 2019-2020 Interim Budget with a requested amount from the Province of \$ 220,500.00</p>	<b>CARRIED</b>
7.6	<p><b>Mileage Rates</b></p> <p>Provincial Rate for mileage increased to \$ 0.43 per kilometre.</p> <p><b>879-19: L. Finney – C. Halaburda</b>  <b>BE IT RESOLVED THAT</b> the Board approved to adopt the WIWCD Mileage Rate at \$ 0.43 per kilometer, effective January 21, 2019</p>	<b>CARRIED</b>
8.0	<b>REPORTS</b>	
8.1	<p><b>Chairperson</b></p> <p>N/A</p>	
8.2	<p><b>MCDA Rep Report</b></p> <p>MCDA Board Meeting Minutes dated December 10, 2018, MCDA Board Meeting schedule and Agenda, Chair’s Year in Review Letter and Executive Director’s Year in Review are on file at the office.</p>	
8.3	<p><b>Manager Report</b></p> <p>Manager verbally reported to the Board on current activities of the WIWCD</p>	
9.0	<p><b>IN CAMERA DISCUSSION</b></p> <p>N/A</p>	
10.0	<p><b>CORRESPONDENCE</b></p> <ul style="list-style-type: none"> <li>➤ Notes for use by ENGOs in Response to the Proposed Water Rights Regulation;</li> <li>➤ Draft Regulation Reduces Red Tape, Increases Protection for Wetlands: Squires;</li> <li>➤ Draft TRWCD comments on a “Proposed Regulation under The Water Rights Act”;</li> <li>➤ The email from B. Joyce pertaining the offered services by Grant Advance;</li> <li>➤ Information pertaining to upcoming 2 day Conference “Producing Nutrient Dense Food”;</li> <li>➤ The Information regarding Narcisse Project and its Decommissioning Plan;</li> <li>➤ Email from R. Tattersall regarding Well Sealing Reports;</li> <li>➤ Water Availability and Drought Conditions Report dated October 2018;</li> <li>➤ MCDA Chair Report, dated October 21, 2018;</li> <li>➤ The Letter from Premier of Manitoba, B. Pallister, dated October 18, 2018;</li> <li>➤ Subdivision Application File 4185-18-7802 (Freer). The Board has no comments;</li> <li>➤ Easement # 72766; The Board has no comments;</li> <li>➤ Subdivision Application File 4206-18-7799. The Board has no comments;</li> </ul>	

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11.0	<b>NEXT MEETING:</b>  <p style="text-align: center;"><b>February 21, 2019</b>  <b>9:00 A.M.</b>  <b>WIWCD Office, Lundar</b></p>	
12.0	<b>ADJOURNMENT</b> <u>880-19: C. Halaburda – B. Fleury</u>  <b>BE IT RESOLVED THAT we adjourn at 3:10 p.m.</b>	<b>CARRIED</b>
	<b>These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors</b>	
	<hr/> <b>Neil Brandstrom, Chairperson</b> <b>WIWCD</b>	
	<hr/> <b>Linda Miller, Financial Administrator</b> <b>WIWCD</b>	