

**MINUTES OF MEETING NO.11-20**

NAME Executive Board  
LOCATION Via Conference Call

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DATE December 17, 2020

**Present:**

N. Brandstrom	Chairperson	Dog Lake Sub District
B. Fleury	Vice Chairperson	Swan Creek Sub District
B. Sigfusson	Director	Shoal Lake Sub District
L. Finney	Vice Director	Dog Lake Sub District
J. Bittner	Vice Director	Lake ST. Martin Sub District
P. Dunlop	Provincial Appointee	ARD
L. Miller	Manager / Financial Admin	WIWD
I. Zotter	Financial Adm. Assistant	WIWD

**REGRETS:**

K. Fjeldsted	Director	Lake Francis Sub District
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WRITTEN BY: I. Zotter

ITEM		ACTION BY
1.0	<p><b>CALL TO ORDER</b></p> <p>N. Brandstrom called the meeting to order at 9:10 a.m.</p>	
2.0	<p><b>APPROVAL OF AGENDA</b></p> <p><b>75-20: B. Sigfusson – B. Fleury</b>  <b>BE IT RESOLVED THAT</b> the Board approved the agenda with addition:</p> <p>7.3 Promotional Items</p>	<b>CARRIED</b>
3.0	<p><b>APPROVAL OF MINUTES</b></p> <p><b>76-20: L. Finney – P. Dunlop</b>  <b>BE IT RESOLVED THAT</b> the Board adopted the minutes of the Executive Board Meeting 9-20, October 15, 2020 as presented                      Executive Board Meeting # 10-20, November 19, 2020 was cancelled due to Covid-19</p>	<b>CARRIED</b>
4.0	<p><b>FINANCIAL REPORT</b></p>	
	<p>L. Miller presented the financial report: CIBC Corporate Classic Visa Credit Card Details from September 22, 2020 to October 21, 2020; CIBC Corporate Classic Visa Credit Card Details from October 22, 2020 to November 21, 2020 Noventis Credit Union Statement of Accounts from October 1 to October 31, 2020; Bank Account Transactions Report from October 15, 2020 to December 1, 2020 Comparative Income Statement – YTD from April 1, 2020 to December 1 2020; Statement of Expenditures from April 1, 2020 to December 3, 2020</p> <p><b>77-20: P. Dunlop - B. Sigfusson</b>  <b>BE IT RESOLVED THAT</b> the Board approved the expenses of \$ 75,191.27 (cheques # 256-293); CIBC Corporate Classic Visa Credit Card Details from September 22, 2020 to October 21, 2020; CIBC Corporate Classic Visa Credit Card Details from October 22, 2020 to November 21, 2020 Noventis Credit Union Statement of Accounts from October 1 to October 31, 2020; Bank Account Transactions Report from October 15, 2020 to December 1, 2020 Comparative Income Statement – YTD from April 1, 2020 to December 1 2020; Statement of Expenditures from April 1, 2020 to December 3, 2020</p>	<b>CARRIED</b>

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<b>5.0</b>	<b>SUB DISTRICT RECOMMENDATIONS</b>  Annual General Meeting scheduled for November 19, 2020 at 6:00 p.m. was cancelled due to a new Covid-19 Health Order restrictions.	
<b>6.0</b>	<b>OLD BUSINESS</b>	
<b>6.1</b>	<b>Integrated Watershed Management plan (IWMP)</b>  Public Meetings are postponed indefinitely due to COVID-19. Project Management Team meeting is postponed until further notice.	
<b>6.2</b>	<b>Northwest Interlake IWMP</b>  Terms of References for the Board's review are not available at this time.	
<b>6.3</b>	<b>Siglunes Project</b>  The legal matter of the WIWD taking ownership, administration and maintenance from Ducks Unlimited (DU) over the Dike on Siglunes Creek will be postponed until 2021.	
<b>6.4</b>	<b>Policy</b> Policy Directives Sections 3.7 and 3.8. presented to the Board.  <b><u>78-20: B. Fleury – L. Finney</u></b> <b>BE IT RESOLVED THAT the Board approved</b> Policy Directives Sections 3.7 and 3.8. after the second reading	<b>CARRIED</b>
<b>6.5</b>	<b>Conservation Trust Fund / Trees</b>  Final Report submitted to the Conservation Trust. The remaining funds of \$ 4,000.00 issued.	
<b>6.6</b>	<b>Conservation Trust / Cover Crops</b>  Results for soil samples have been received. Analysis of the results is completed, applicants received their individual test results. Staff will begin to work on shape files. Over 90% of funds are distributed up to date.	
<b>6.7</b>	<b>GRowing Outcomes in Watershed (GROW)</b>  Next GROW Meeting tentatively scheduled for December 22, 2020 at 1:00 p.m. via Conference Call.	
<b>6.8</b>	<b>Winter Watering System Applications</b>  WIWD received a new application for Winter Off Site Watering System from J. Keen. Proposed location was inspected and reported as suitable.  <b><u>79-20: B. Fleury - B. Sigfusson</u></b> <b>BE IT RESOLVED THAT the Board approved</b> J. Keen application for the Winter Off Site Watering System	<b>CARRIED</b>

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<b>6.9</b>	<p><b>Riparian Project</b></p> <p>Two Riparian fencing Projects will be reviewed by the GROW Committee as a part of GROW 2020-2022 Project.</p>	
<b>6.10</b>	<p><b>Tree Program 2020/2021</b></p> <p>WIWD processed and accepted 413 applications and ordered 2757 trees and 159 packages of wildflowers seeds. ECAL submitted a letter to the WIWD, expressing the intentions to seed trees next spring on school's property, and asking for a donation.</p> <p><b><u>80-20: B. Sigfusson – L. Finney</u></b>  <b>BE IT RESOLVED THAT the Board approved</b> to make a donation to ECAL in form of tree seedlings and to cover 50% of outstanding amount for the tree seedlings order through Community Tree Nursery Program 2020-2021.</p>	<b>CARRIED</b>
<b>6.11</b>	<p><b>Oak Hammock Marsh Wetland Ecovan</b></p> <p>2020-2021 Wetland Ecovan presentations provided as Virtual Wetland Fieldtrips. One school declined the offer this year.</p>	
<b>6.12</b>	<p><b>Irrigation Plow</b></p> <p>The Board reviewed similar services provided by other districts, and discussed services and/or program the WIWD will be offering to producers related to plow use. Staff to develop an application and to deliver to the Board at next executive meeting for a review.</p>	
<b>6.13</b>	<p><b>Eco Canada / Casual Employee</b></p> <p>The WIWD applied for wage subsidy for internship for two positions: Environmental Specialist and GIS Specialist. Funding has been approved, the WIWD hired two new staff members until March 31, 2021.</p>	
<b>6.14</b>	<p><b>Conservation and GROW Trust</b></p> <p>Letters of Intent (LOI) for 2021 submitted and accepted by Conservation Trust and GROW Trust with recommendation to submit one proposal for the GROW Trust.</p>	
<b>6.15</b>	<p><b>Ag Action Program / Environmental Farm Plan (EFP)</b></p> <p>Application for the Ag Action Program submitted. EFP must be completed before funds can be released. EFP workshops will be provided to producers online.</p>	
<b>7.0</b>	<p><b>NEW BUSINESS</b></p>	
<b>7.1</b>	<p><b>Konica Minolta printer</b></p> <p>Lease term for the Konica Minolta printer with Bridgeport ended in November. Staff contacted Bridgeport with an inquiry about available options. The board discussed the options and decided that the "Buy-out" is the most feasible.</p>	

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	<p><b>81-20: B. Sigfusson – J. Bittner</b>  <b>BE IT RESOLVED THAT the Board approved</b> to purchase Konica Minolta at the price of \$ 884.74</p>	<b>CARRIED</b>
7.2.	<p><b>ECO Canada courses</b></p> <p>ECO Canada offered courses Essential Skills 100 and Essential Skills 200 at reduced price to the WIWD staff. The cost of courses for K. Christensen will be covered through Eco Canada funding.</p> <p><b>82 -20: B.Fleury – P. Dunlop</b>  <b>BE IT RESOLVED THAT the Board approved</b> to finance two courses provided by Eco Canada for L. Miller and I. Zotter, in the amount of \$ 400.00</p>	<b>CARRIED</b>
7.3	<p><b>Promotional Items</b></p> <p>The WIWD has not purchased any new promotional items since the name change. The Board presented with few suggestions, such as to order shopping totes, car sun shade, or car emergency tool. The Board discussed the subject and decided to postpone the decision until next meeting. Staff to collect more quotes on rain gauges and clothing for staff.</p>	
8.0	<b>REPORTS</b>	
8.1	<p><b>Chairperson</b></p> <p>Brief verbal update</p>	
8.2	<p><b>MAW Rep Report</b></p> <p>P. Dunlop presented verbal update.</p>	
8.3	<p><b>Manager Report</b></p> <p>Brief verbal update</p>	
8.4	<p><b>Watershed Planner Report</b></p> <p>N/A</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>➤ Email from A. North sent on behalf of A. McLean regarding November 12 COVID Update;</li> <li>➤ Water Availability and Drought Conditions Report, October 2020;</li> <li>➤ Introduction email from L. Nicol, new Executive Director of MAW;</li> </ul>	

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	<ul style="list-style-type: none"> <li>➤ Subdivision Applications # 4178-20-7986 ad # 4606-20-7985. The Board has no comments;</li> <li>➤</li> </ul>	
11.0	<p><b>NEXT MEETING:</b></p> <p><b>January 21, 2021</b>  <b>9:00 A.M.</b>  <b>To be determined</b></p>	
12.0	<p><b>ADJOURNMENT</b>  <u>83-20: B. Sigfusson – B. Fleury</u>  <b>BE IT RESOLVED THAT we adjourn at 10:20 a.m.</b></p>	<b>CARRIED</b>
	<p><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></p>	
	<hr/> <p><b>Neil Brandstrom, Chairperson</b>  <b>WIWD</b></p>	
	<hr/> <p><b>Linda Miller, Financial Administrator</b>  <b>WIWD</b></p>	