

**MINUTES OF MEETING NO.126-19**

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NAME Executive Board  
 LOCATION WIWCD Office, Lundar

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 DATE November 21, 2019

**Present:**

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

**REGRETS:**

P. Dunlop	Provincial Appointee	MSD
R. Dyck	Watershed planner	MSD

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 9:02 a.m.</p>	
2.0	<p><b>APPROVAL OF AGENDA</b></p> <p><b><u>944-19: B. Fleury – K. Fjeldsted</u></b>  <b>BE IT RESOLVED THAT</b> the Board approved the agenda as presented</p>	<b>CARRIED</b>
3.0	<p><b>APPROVAL OF MINUTES</b></p> <p><b><u>945-19: L. Finney – B. Sigfusson</u></b>  <b>BE IT RESOLVED THAT</b> the Board adopted the minutes of the Executive Board Meeting 125-19 October 17, 2019 as presented</p>	<b>CARRIED</b>
4.0	<p><b>FINANCIAL REPORT</b></p>	
4.1	<p><b>Bank Activity</b></p> <p>L. Miller presented the financial report: CIBC Corporate Classic Visa Credit Card Details from September 22, 2019 to October 21, 2019; CIBC Business Operating Account Statement from October 1 to October 31, 2019; Bank Account Reconciliation Statement from September 1 to September 30, 2019 and from October 1 to October 31, 2019; Noventis Credit Union Statement dated August 31, 2019; Noventis Credit Union Statement dated September 13 and September 30, 2019; 2019, Noventis Credit Union Statement dated October 31, 2019; Noventis Credit Union Account Reconciliation Statement from August 1 to August 31, September 1 to September 13, September 14 to September 30 and October 1 to October 31, 2019; Bank (CIBC and Noventis) Account Transactions Report from October 17, 2019 to November 20, 2019 Comparative Income Statement – YTD from April 1, 2019 to November 20, 2019; Statement of Expenditures from April 1, 2019 to November 20, 2019</p> <p><b><u>946-19: B. Fleury – K. Fieldsted</u></b>  <b>BE IT RESOLVED THAT</b> the Board approved the expenses of \$ 19,487.32 (cheques # 10-11, 13-32); CIBC Corporate Classic Visa Credit Card Details from September 22, 2019 to October 21, 2019; CIBC Business Operating Account Statement from October 1 to October 31, 2019; Bank Account Reconciliation Statement from</p>	<b>CARRIED</b>

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	<p>September 1 to September 30, 2019 and from October 1 to October 31, 2019; Noventis Credit Union Statement dated August 31, 2019; Noventis Credit Union Statement dated September 13 and September 30, 2019; 2019, Noventis Credit Union Statement dated October 31, 2019; Noventis Credit Union Account Reconciliation Statement from August 1 to August 31, September 1 to September 13, September 14 to September 30 and October 1 to October 31, 2019; Bank (CIBC and Noventis) Account Transactions Report from October 17, 2019 to November 20, 2019 Comparative Income Statement – YTD from April 1, 2019 to November 20, 2019; Statement of Expenditures from April 1, 2019 to November 20, 2019</p>	
5.0	<p><b>DELEGATION</b></p> <p>Mary-Jane Orr, the manager of The Manitoba Beef and Forage Initiative (MBFI) introduced herself to the Board of Directors and informed the Board on the activities and practices established by the MBFI.          The Board invited Mary-Jane to make a presentation at the upcoming WIWCD Annual General Meeting on January 16, 2020.</p>	
6.0	<p><b>SUB DISTRICT RECOMMENDATIONS</b></p> <p>Annual General Meeting will take place on January 16, 2020 at Lake Francis Community Hall in Lake Francis. Supper will be served at 6:00 p.m.</p>	
7.0	<p><b>OLD BUSINESS</b></p>	
7.1	<p><b>Integrated Watershed Management plan (IWMP)</b></p> <p>No update presented at this time. Two hundred (200) copies of Lundar Bull Sale Calendar have been ordered. The Board suggested to produce and to insert a Flyer with Programming provided by the WIWCD.</p>	
7.2	<p><b>Winter Watering System Applications</b></p> <p>The supplier was contacted to develop Specification Standards for the Winter Off Site Watering System. Specification Standards have not been received yet. Any approved changes will be applicable only to newly submitted applications.</p>	
7.3	<p><b>Hatchery Drain</b></p> <p>Tabled</p>	
7.4	<p><b>Policy</b></p> <p>The Board presented with the WIWCD Manual Policy, Sections 4.1, 4.2 and 4.3. The Board discussed sections above and made suggestions. Policy to be presented for approval at the next Executive Meeting.</p> <p><b>947-19: B. Fleury – B. Sigfusson</b>  <b>BE IT RESOLVED THAT the Board</b> adopted the WIWCD Manual Policy, Sections 3.4 – 3.6.</p>	<b>CARRIED</b>

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7.5	<p><b>Bank</b></p> <p>CIBC Bank account not closed. Transition to the Noventis Credit Union branch in Lundar is almost completed. Information pertaining to Noventis Credit Union Credit and a comparison chart with existing CIBC Credit Card will be present to the Board at the next executive meeting. The Board suggested to increase the limit up to \$ 10,000.00</p>	
7.6	<p><b>Conservation Trust Fund</b></p> <p>The WIWCD received more than 560 applications for the Tree Order this year. The final numbers are not finalised, approximate number of ordered trees is 10450 and 240 packages of wild flowers.</p> <p><b><u>948-19: B. Fleury – K. Fjeldsted</u></b>  <b>BE IT RESOLVED THAT the Board approved</b> eligible applications submitted to the WIWCD no later than October 31, 2019.</p>	<b>CARRIED</b>
7.7	<p><b>Cover Crops</b></p> <p>Letter of Intent (LOI) for the Soil Health category submitted to the Conservation Trust, \$ 100,000.00 requested.          The intake for LOI for the Watershed Category will be announced in 2020.          B. Fleury attended “Getting The Most out Of Every Acre through Cover Cropping” workshop in Brandon and delivered brief verbal report along with printed handouts.</p>	
7.8	<p><b>Advertisement / Truck</b></p> <p>Quotes for new tires for the WIWCD truck obtained from three suppliers. New tires purchased from Lundar Garage Auto for \$ 1788.34</p>	
7.9	<p><b>Northwest Interlake Integrated Watershed Management Plan (IWMP)</b></p> <p>Tabled</p>	
8.0	<p><b>NEW BUSINESS</b></p>	
8.1	<p><b>Employee</b></p> <p>Due to an extensive amount of work related to processing tree orders, the WIWCD experiencing the shortage of human resources. The summer student, who was hired by the WIWCD during summer, is very knowledgeable and well qualified to assist with this type of work.</p> <p><b><u>949-19: O. Procter – K. Fjeldsted</u></b>  <b>BE IT RESOLVED THAT the Board approved</b> to extend the employment of K. Weatherburn based on the needs of the WIWCD.</p>	<b>CARRIED</b>
8.2	<p><b>Intact Foundation</b></p> <p>Staff attended the webinar sponsored by the Intact Foundation regarding Climate Change affecting Canadians.</p>	
8.0	<p><b>REPORTS</b></p>	

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8.1	<p><b>Chairperson</b>          Chairperson verbally updated the Board on his activities.          Went to the RM of Grahamdale with delegation.</p>	
8.2	<p><b>MCDA Rep Report</b>          P. Dunlop, MCDA representative, submitted written report on the activities of the MCDA. MCDA minutes are on file at the office.</p>	
8.3	<p><b>Manager Report</b>          Manager verbally reported to the Board on her duties.</p> <ul style="list-style-type: none"> <li>• Financial Statements and bills;</li> <li>• Delegation to the RM of Grahamdale</li> </ul>	
8.4	<p><b>Watershed Planner Report</b>          N/A</p>	
9.0	<p><b>IN CAMERA DISCUSSION</b>          N/A</p>	
10.0	<p><b>CORRESPONDENCE</b></p> <ul style="list-style-type: none"> <li>➤ AGM Invitation from EICD;</li> <li>➤ The email from A. McLean pertaining Manitoba News Release: Province Unveils First Three Projects of the Growing Outcomes in Watersheds (GROW) Trust;</li> <li>➤ Information pertaining upcoming LiDAR workshop on December 12 in Portage;</li> <li>➤ Email pertaining Proposed Watershed Districts Regulation review session October 29-31;</li> <li>➤ Minutes: MCDA Meeting with Deputy Minister of Sustainable Development.</li> </ul>	
11.0	<p><b>NEXT MEETING:</b></p> <p style="text-align: center;"><b>January 16, 2019</b>  <b>4:00 P.M.</b>  <b>Lake Francis Community Hall, Lake Francis</b></p>	
12.0	<p><b>ADJOURNMENT</b>  <b>950-19: B. Fleury – O. Procter</b>  <b>BE IT RESOLVED THAT we adjourn at 12:16 p.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>WIWCD</b></p> <hr/> <p><b>Linda Miller, Financial Administrator</b>  <b>WIWCD</b></p>	