

## MINUTES OF MEETING NO.12-21

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 LOCATION Via Conference Call DATE January 21, 2021

**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
K. Fjeldsted	Director	Lake Francis Sub District
P. Watson	Watershed planner	ARD
P. Dunlop	Provincial Appointee	ARD
L. Miller	Manager / Financial Admin	WIWD
I. Zotter	Financial Adm. Assistant	WIWD

**REGRETS:**

J. Bittner	Vice Director	Lake ST. Martin 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 9:06 a.m.</p>	
2.0	<p><b>APPROVAL OF AGENDA</b></p> <p><b>84-21: P. Dunlop - B. Sigfusson</b>  <b>BE IT RESOLVED THAT</b> the Board approved the agenda with addition:</p> <p>6.14 Promotional Items            7.2 Bonuses            7.3 Advertising</p>	<b>CARRIED</b>
3.0	<p><b>APPROVAL OF MINUTES</b></p> <p><b>85-21: B. Fleury - L. Finney</b>  <b>BE IT RESOLVED THAT</b> the Board adopted the minutes of the Executive Board Meeting 11-20, December 17, 2020 as presented</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 November 22, 2020 to December 21, 2020; Visa Noventis Credit Card Details from October 30, 2020 to November 27, 2020; Noventis Credit Union Statement of Accounts from December 1 to December 31, 2020; Account Reconciliation Summary from December 1, 2020 to December 31, 2020; Bank Account Transactions Report from December 2, 2020 to January 8, 2021; Comparative Income Statement – YTD from April 1, 2020 to January 8, 2021; Statement of Expenditures from April 1, 2020 to January 13, 2021</p> <p><b>86-21: K. Fjeldsted – L. Finney</b>  <b>BE IT RESOLVED THAT</b> the Board approved the expenses of \$ 32,923.56 (cheques # 295-315, 335, 294 voided); CIBC Corporate Classic Visa Credit Card Details from November 22, 2020 to December 21, 2020; Visa Noventis Credit Card Details from October 30, 2020 to November 27, 2020; Noventis Credit Union Statement of Accounts from December 1 to December 31, 2020; Account Reconciliation Summary from December 1, 2020 to December 31, 2020; Bank Account Transactions Report from December 2, 2020 to January 8, 2021; Comparative Income Statement – YTD</p>	<b>CARRIED</b>

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	from April 1, 2020 to January 8, 2021; Statement of Expenditures from April 1, 2020 to January 13, 2021	
<b>5.0</b>	<p><b>SUB DISTRICT RECOMMENDATIONS</b></p> <p>No recommendations were brought forward</p>	
<b>6.0</b>	<p><b>OLD BUSINESS</b></p>	
<b>6.1</b>	<p><b>Integrated Watershed Management plan (IWMP)</b></p> <p>Public Meetings are postponed indefinitely due to COVID-19.          Project Management Team meeting is postponed until further notice.</p>	
<b>6.2</b>	<p><b>Northwest Interlake IWMP</b></p> <p>Terms of References for the Board's review are not available at this time.</p>	
<b>6.3</b>	<p><b>Siglunes Project</b></p> <p>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 spring of 2021.</p>	
<b>6.4</b>	<p><b>Policy</b></p> <p>The development of new Policies is on hold, until the Board is able to hold a meeting in person.</p>	
<b>6.5</b>	<p><b>Conservation Trust Fund / Trees</b></p> <p>The remaining funds of \$ 4,000.00 for the "Building Resilience and improve Lake Manitoba Watershed" Project has been received.</p>	
<b>6.6</b>	<p><b>Conservation Trust / Cover Crops</b></p> <p>New staff K. Benson is working on shape files. Over 90% of funds are distributed up to date.</p>	
<b>6.7</b>	<p><b>GRowing Outcomes in Watershed (GROW)</b></p> <p>The GROW Meeting took place on January 4, 2021 via Conference Call. Local Grow Committee reviewed and approved submitted proposals.</p>	
<b>6.8</b>	<p><b>Winter Watering System Applications</b></p> <p>Two (2) Winter Off Site Watering System projects are in progress.</p>	

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<b>6.9</b>	<b>Riparian Project</b>	Two Riparian fencing Projects, initially approved by the Executive Board, were reviewed and approved by the GROW Committee as part of GROW 2020-2022 Project. One project is completed, the second project will be completed this year.
<b>6.10</b>	<b>Tree Program 2020/2021</b>	<p>WIWD processed and accepted 413 applications and ordered 2757 trees and 159 packages of wildflowers seeds. Invoice has not been received.</p> <p>WIWD initiated a survey to determine the preferences and general satisfaction with the program among the applicants. 162 responses have been received.</p> <ul style="list-style-type: none"> <li>➤ Out of 162 responders 96 are “very satisfied” with the Program, 54 were “satisfied”, 6 – “neither satisfied nor dissatisfied”, 4 – “dissatisfied”, 2 – “very dissatisfied”.</li> <li>➤ 132 responders out of 162 indicated that they would like to see fruit trees as an option in future years.</li> <li>➤ 78 responders replied that they would prefer potted seedlings, 78 indicated that both are satisfactory, and 6 responder replied that they would prefer bare root seedlings.</li> <li>➤ 136 responders indicated that they would participate in the Program again, 25 replied “maybe”, and 1 would not participate.</li> </ul>
<b>6.11</b>	<b>Oak Hammock Marsh Wetland Ecovan</b>	Most 2020-2021 Wetland Ecovan presentations provided as Virtual Wetland Fieldtrips, one school requested presentations in person.
<b>6.12</b>	<b>Irrigation Plow</b>	An application will be sent to the Board for a review. The Board will discuss this subject at next executive meeting.
<b>6.13</b>	<b>Eco Canada / Casual Employee</b>	The WIWD received a wage subsidy for internship for two positions: Environmental Specialist and GIS Specialist. Two new staff members are hired until March 31, 2021.
<b>6.14</b>	<b>Conservation and GROW Trust</b>	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. GROW proposal for 2021-2023 is in the process of development.
<b>6.15</b>	<b>Ag Action Program / Environmental Farm Plan (EFP)</b>	Application for the Ag Action Program approved, \$ 81,550.00 awarded for the Riparian Area Restoration and Enhancement Projects. The Agreement is signed by the WIWD. EFP must be completed before funds can be released. EFP workshops will be provided to producers via online.

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6.16	<p><b>Konica Minolta</b></p> <p>After the purchase of the Bizhub C284, the WIWD still has a maintenance contract in force with the Bridgeport Office Solution. In order to terminate the contract, the WIWD must give 30 day notice to the Bridgeport Office Solution, and to cover “termination damage charge”. Staff to request the disclosure of termination charges from Bridgeport Office Solution.</p>	
6.17	<p><b>Promotional Items</b></p> <p>The Board presented with quotes to order promotional items: jackets for the staff, hats with WIWD Logo.</p> <p><b>87-21: B. Sigfusson – B. Fleury</b>  <b>BE IT RESOLVED THAT the Board approved</b> to place an order for four (4) jackets and one hundred (100) hats with Morden Team according to quote.</p>	<b>CARRIED</b>
7.0	<b>NEW BUSINESS</b>	
7.1	<p><b>2021-2022 Budget</b></p> <p>The Board presented with the 2021-2022 Budget. Executive directors discussed the Budget. Throughout the discussion the Board decided to Budget \$ 5,000.00 to cover the drinking water samples test cost, and \$ 5,000.00 for shocking wells by a professional services. Staff to develop terms and conditions for new services, which will be provided by the WIWD to the residents in 2021-2022.</p> <p><b>88-21: L. Finney - B. Sigfusson</b>  <b>BE IT RESOLVED THAT the Board approved</b> presented 2021-2022 Budget with additions</p>	<b>CARRIED</b>
7.2.	<p><b>Bonuses</b></p> <p>Topic will be discussed by the Board In-Camera</p>	
7.3	<p><b>Advertising</b></p> <p>The Board discussed possibilities for the advertisement and the delivery of information pertaining to GROW Program across the district. Staff to develop a Flyer with the information on GROW program, which can be distributed through placement at the Auction Mart, Gas Stations, CO-Ops, RM offices and handed directly to the producers. Advertisement promoting district’s programs may be placed on ½ size page in the Express / Tribune newspapers in March-April issues.</p>	
8.0	<b>REPORTS</b>	
8.1	<p><b>Chairperson</b>          Brief verbal update</p>	
8.2	<p><b>MAW Rep Report</b>          P. Dunlop presented verbal update.</p>	
8.3	<p><b>Manager Report</b>          Brief verbal update</p>	

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<b>8.4</b>	<b>Watershed Planner Report</b> Brief verbal update	
<b>9.0</b>	<b>IN CAMERA DISCUSSION</b>  <b>89-21: L. Finney – B. Fleury</b> <b>BE IT RESOLVED THAT the Board</b> moved In-camera at 10:03 for a discussion. <b>90-21: B. Sigfusson – K. Fjeldsted</b> <b>BE IT RESOLVED THAT the Board</b> moved out of camera at 10:18 a.m.	<b>CARRIED</b>  <b>CARRIED</b>
<b>10.0</b>	<b>CORRESPONDENCE</b> <ul style="list-style-type: none"> <li>➤ Resume from S. Line seeking employment as a GROW coordinator;</li> <li>➤ A Letter from Minister of Agriculture and Resource Development thanking members and staff for the great work and confirming funding for 2020-2021 fiscal year;</li> <li>➤ Subdivision applications file # 4206-21-8005, # 4185-21-8006. The Board has no comments;</li> <li>➤ News release distributed by the Province of Manitoba on behalf of ClimateWest and its founding partners organizations: new non-profit, regional hub ClimateWest launched on January 19, 2021;</li> <li>➤ Newsletter for the Lake Manitoba and Lake St. Martin outlet channels Project;</li> <li>➤ Email from A. North pertaining financial reporting templates and forms for fiscal year 2021-2022.</li> </ul>	
<b>11.0</b>	<b>NEXT MEETING:</b>  <b>February 18, 2021</b> <b>9:00 A.M.</b> <b>To be determined</b>	
<b>12.0</b>	<b>ADJOURNMENT</b> <b>91-21: B. Sigfusson – P. Dunlop</b> <b>BE IT RESOLVED THAT we adjourn at 10:43 a.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>WIWD</b>	
	<hr/> <b>Linda Miller, Financial Administrator</b> <b>WIWD</b>	