

MINUTES OF MEETING NO.22-21

NAME Executive Board
LOCATION Lake Francis Hall

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DATE November 18, 2021

Present:

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

REGRETS:

D. Timmerman	Watershed planner	ARD
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WRITTEN BY: I. Zotter

ITEM		ACTION BY
1.0	<p>CALL TO ORDER</p> <p>N. Brandstrom called the meeting to order at 3:35 p.m. Introduction of attendees The chairperson mentioned that no major resolutions should be passed due to the possibility of a change in Executive Board members after the AGM on November 18, 2021 at 7:00 p.m. New Executive Board members may have different ideas that could benefit the WIWD.</p>	
2.0	<p>APPROVAL OF AGENDA</p> <p><u>155-21: B. Sigfusson – B. Fleury</u> BE IT RESOLVED THAT the Board approved the agenda as presented</p>	CARRIED
3.0	<p>APPROVAL OF MINUTES</p> <p><u>156-21: L. Finney - K. Fjeldsted</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting 21-21, October 21, 2021 as presented</p>	CARRIED
4.0	<p>FINANCIAL REPORT</p>	
4.1	<p>Bank Activity</p> <p>L. Miller presented the financial report: Visa Noventis Credit Card Details from September 29, 2021 to October 29, 2021; CIBC Visa Credit Card Details from September 22, 2021 to October 21, 2021; Noventis Credit Union Statement of Accounts from October 1 to October 31, 2021; Account Reconciliation Summary Report from October 1 to October 31, Bank Account Transactions Report from October 13, 2021 to November 17, 2021; Comparative Income Statement – YTD from April 1, 2020 to November 17, 2021.</p> <p><u>157-21: B. Fleury – L. Finney</u> BE IT RESOLVED THAT the Board approved the expenses of \$ 131,827.32 (cheques # 553 -593); Visa Noventis Credit Card Details from September 29, 2021 to October 29, 2021; CIBC Visa Credit Card Details from September 22, 2021 to October 21, 2021;</p>	CARRIED

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	Noventis Credit Union Statement of Accounts from October 1 to October 31, 2021; Account Reconciliation Summary Report from October 1 to October 31, Bank Account Transactions Report from October 13, 2021 to November 17, 2021; Comparative Income Statement – YTD from April 1, 2020 to November 17, 2021.	
5.0	SUB DISTRICT RECOMMENDATIONS K. Fjeldsted submitted his resignation letter. RM of Coldwell appointed a new member to the Swan Creek Sub District: M. Christensen	
6.0	OLD BUSINESS	
6.1	Southwest Interlake Integrated Watershed Management plan (IWMP) No updates at this time.	
6.2	Northwest Interlake IWMP No updates at this time.	
6.3	Siglunes Project The Board Members requested detailed information from Ducks Unlimited Canada (DUC) pertaining to proposed reconstruction work. Information has not been received yet. A Board Member expressed concerns pertaining to long term maintenance of the structure, the WIWD's responsibilities for it. Opinion was expressed that the West Interlake Municipality would be a better fit to accept these responsibilities. Staff to schedule a meeting between the WIWD, RM of West Interlake and landowners in stake to address this issues. Second meeting to be set up between the WIWD and DUC.	
6.4	Policy The Board discussed Overtime time for employees. Section 8, Personnel Policy: "Hours of Work" will be reviewed by the Board at next executive Board. Staff is collecting information pertaining to Health Benefits. Information will be organized and distributed to the Board for a review before next Executive Meeting. Board Members received a WD Wage Comparison chart to review WD wages across all districts in Manitoba and to discuss wages in the WIWD.	
6.5	Conservation Trust 2021 Staff collected second soil samples, and completed all Final Inspections. Claims are being processed on an on-going basis. Final Report must be submitted by March 31, 2022.	
6.6	GRowing Outcomes in Watershed (GROW)	

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	<p>Completed projects have been inspected, supporting documentation has been collected and processed on an ongoing basis. GROW funds are in the process of being distributed to landowners.</p> <p>Letter of Interest for the GROW Trust 2022 has been submitted and accepted. The WIWD is invited to submit a full proposal.</p> <p>Suggestion was made to expand Upland Area Enhancement activities to constructing new or rehabilitating existing dugouts. Staff to verify if these type of expenses can be eligible under the GROW guideline.</p>	
6.7	<p>Ag Action Program / EFP</p> <p>The Riparian Area Restoration and Enhancement Projects approved by the Ag Action Program for \$ 81,550.00 is in progress. The goal is to erect approximately 7 km of riparian fencing and to install 3 alternative watering systems. One alternative watering system and 2.2 km of riparian fencing at Burnt Lake location has been completed. Two alternative watering systems at Hatchery Drain are installed, fence posts are erected, and fastening the wire is in progress.</p> <p>WIWD submitted two applications for the AG Action Program 2022-2023</p> <ol style="list-style-type: none"> 1). Application for the Riparian Area Enhancement focus area. Requested amount is \$ 100000 2). Application for the Soil Health Improvement focus area. Requested amount is \$ 100000 	
6.8	<p>Winter Watering System Applications</p> <p>One applicant completed the project, the system was missing some components. The applicant informed the WIWD that the project is not finalized yet. The Board established that the final Due Date to complete the Project is October 31, 2021. Project site has been inspected and accepted, payment has been issued.</p>	
6.9	<p>MAW Convention</p> <p>Emails with information pertaining to MAW Convention sent to all members. Rooms are reserved. Eight representatives from the WIWD will attend the conference.</p>	
6.10	<p>Tree Program</p> <p>WIWD received over 400 applications. Applications were processed. Staff is collecting original applications and payments from the RMs, preparing confirmation emails and finalizing the order.</p> <p><u>158-21: J. Bittner – L. Finney</u> BE IT RESOLVED THAT the Board approved to accept all eligible applications submitted up to November 5, 2021</p>	CARRIED
6.11	<p>WIWD Annual General Meeting (AGM)</p> <p>AGM is scheduled for November 18, 2021 at 7:00 p.m. at Lake Francis Hall.</p>	
6.12	<p>Oak Hammock Marsh</p> <p>Oak Hammock Marsh is contacting schools to schedule presentations.</p>	

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6.13	<p>Relay Education</p> <p>WIWD received wage subsidy and signed the Contribution Agreement with the RELAY EDUCATION Green Careers Program. Term of the Agreement: September 6, 2021 – May 13, 2022</p>	
6.14	<p>Fish and Wildlife Enhancement Fund (FWEF) - Letter of Interest (LOI)</p> <p>The call for the Fish and Wildlife Enhancement Fund (FWEF) Letters of Interest (LOI) for the Spring 2022 intake was closed on October 28, 2021.</p> <p>The WIWD submitted LOI for the following Projects:</p> <ol style="list-style-type: none"> 1). Beardy Creek Drain Fisheries Assessment. Requested amount - \$17500 2). Steep Rock Quarry Fish and Habitat Assessment and Enhancement recommendations. Requested amount - \$ 17443 3). Nina Lake Walleye Enhancement Project. Requested amount - \$ 38000 	
6.15	<p>Letters to the RMs to support MAW Conference</p> <p>Suggestion was made to approach RMs and to ask them to provide Letters of Support for the MAW Convention.</p>	
6.16	<p>VPN – Virtual Private Network</p> <p>G. Morden provided the WIWD with a quote of \$ 1500 to setup cloud service to host the Network shared at the office, and to be able to access this Network from any other device. Small monthly fee will be applicable per user to host the Network. G. Morden will be provide IT services as needed.</p> <p><u>159-21: J. Bittner – B. Sigfusson</u> BE IT RESOLVED THAT the Board approved to accept G. Morden’s quote to setup cloud service to host the Network for \$ 1500</p>	CARRIED
6.17	<p>Well Sealing</p> <p>A Board Member visited the site of flowing leaking well. Applicant and the WIWD is negotiating the price to seal this well with service provider. The WIWD is exploring all possible option on how to address and resolve the issues with the well in question.</p>	
7.0	NEW BUSINESS	
8.0	REPORTS	
8.1	<p>Chairperson Brief verbal update</p>	
8.2	<p>MAW Rep Report Brief verbal update.</p>	
8.3	<p>Manager Report Brief verbal update.</p>	
8.4	Watershed Planner Report	

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	Provincial update is on file at the office.	
9.0	IN CAMERA DISCUSSION N/A	
10.0	CORRESPONDENCE <ul style="list-style-type: none"> ➤ Water Availability and Drought Conditions Report – October 2021; ➤ Lake Manitoba and Lake St. Martin outlet channels project. Newsletter – October 2021, Issue 11; 	
11.0	NEXT MEETING: <p style="text-align: center;">January 20, 2022 9:00 A.M. WIWD Office</p>	
12.0	ADJOURNMENT <u>160-21: K. Fieldsted – L. Finney</u> BE IT RESOLVED THAT we adjourn at 5:45 p.m.	CARRIED
	These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors	
	<hr/> Neil Brandstrom, Chairperson WIWD	
	<hr/> Linda Miller, Financial Administrator WIWD	