

**MINUTES OF MEETING NO.4-20**

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 LOCATION Via Conference call DATE May 21, 2020

**Present:**

N. Brandstrom	Chairperson	Dog Lake Sub District
K. Fjeldsted	Vice Chairperson	Swan Creek Sub District
B. Fleury	Director	Lake Francis Sub District
L. Finney	Vice Director	Dog Lake Sub District
P. Watson	Watershed planner	MSD
P. Dunlop	Provincial Appointee	MSD
L. Miller	Manager / Financial Admin	WIWCD
I. Zotter	Financial Adm. Assistant	WIWCD

**REGRETS:**

B. Sigfusson	Director	Shoal Lake Sub District
C. Halaburda	Director	Lake ST. Martin Sub District

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>12-20: P. Dunlop - B. Fleury</b>  <b>BE IT RESOLVED THAT</b> the Board approved the agenda with additions:</p> <p>7.3 Riparian Project            7.4 Rain Barrels            7.5 Oak Hammock Marsh</p>	<b>CARRIED</b>
3.0	<p><b>APPROVAL OF MINUTES</b></p> <p><b>13-20: P. Dunlop – L. Finney</b>  <b>BE IT RESOLVED THAT</b> the Board adopted the minutes of the Executive Board Meeting 3-20 April 16, 2020 as presented</p>	<b>CARRIED</b>
4.0	<p><b>FINANCIAL REPORT</b></p> <p>Financial statements was sent by mail: CIBC Corporate Classic Visa Credit Card Details from February 21, 2020 and March 21, 2020; CIBC Business Operating Account Statement from February 1 to February 29, 2020 and from March 1, 2020 to March 3, 2020; Bank Account (CIBC) reconciliation Summary from February 1, 2020 to February 29, 2020 and from March 1, 202 to March 31, 2020. The account is closed on March 3, 2020; Noventis Credit Union Statement of Accounts from February 1 to February 29, 2020 and from March 1 to March 31, 2020;Noventis Credit Union Account Reconciliation Statement February 1 to February 29, 2020 and from March 1 to March 31, 2020; Bank (Noventis) Account Transactions Report from February 20, 2020 to March 31, 2020; Comparative Income Statement – YTD from April 1, 2019 to March 31, 2020; Statement of Expenditures from April 1, 2019 to March 31, 2020</p> <p><b>14-20: B. Fleury – K. Fjeldsted</b>  <b>BE IT RESOLVED THAT</b> the Board approved cheques # 56, 57, 58</p> <p><b>15-20: K. Fjeldsted – P. Dunlop</b>  <b>BE IT RESOLVED THAT</b> the Board approved the expenses of \$ 96,743.95 (cheques # 75-107); CIBC Corporate Classic Visa Credit Card Details from February 21, 2020</p>	

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	and March 21, 2020; CIBC Business Operating Account Statement from February 1 to February 29, 2020 and from March 1, 2020 to March 3, 2020; Bank Account (CIBC) reconciliation Summary from February 1, 2020 to February 29, 2020 and from March 1, 2020 to March 31, 2020. The account is closed on March 3, 2020; Noventis Credit Union Statement of Accounts from February 1 to February 29, 2020 and from March 1 to March 31, 2020; Noventis Credit Union Account Reconciliation Statement February 1 to February 29, 2020 and from March 1 to March 31, 2020; Bank (Noventis) Account Transactions Report from February 20, 2020 to March 31, 2020; Comparative Income Statement – YTD from April 1, 2019 to March 31, 2020; Statement of Expenditures from April 1, 2019 to March 31, 2020	
5.0	<b>SUB DISTRICT RECOMMENDATIONS</b> No recommendations were brought forward at this time	
6.0	<b>OLD BUSINESS</b>	
6.1	<b>Integrated Watershed Management plan (IWMP)</b> Tabled	
6.2	<b>Winter Watering System Applications</b> All ongoing projects completed. New application submitted. The discussion pertaining potential new project tabled until next Executive Meeting.	
6.3	<b>Hatchery Drain</b> Project is finalized, payment received.	
6.4	<b>Policy</b> Tabled	
6.5	<b>Bank</b> L. Miller applied for a new credit card through Noventis Credit Union Bank. Card has not been received.	
6.6	<b>Conservation Trust Fund / Trees</b> Second payment in the amount of \$ 8,000.00 received from the Conservation Trust. Distribution of the tree seedlings in progress.	
6.7	<b>Cover Crops / Conservation Trust</b> Up to date the WIWD accepted 12 applications for the “Working with Landowners to improve Soil Health in Lake Manitoba Watershed” Project. Submitted proposals reviewed and analysed by the staff. Due to a time limit and inability to hold a special	<b>CARRIED</b>

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	<p>meeting in person to review each application in details by the Board, the decision for the approval of potential projects delegated to staff.</p> <p><b>16-20: L. Finney – P. Dunlop</b>  <b>BE IT RESOLVED THAT the Board approved</b> to delegate review and approval of applications for the “Working with Landowners to improve Soil Health in Lake Manitoba Watershed” Project to L. Miller and I. Zotter</p>	
6.8	<p><b>Advertisement / Truck</b></p> <p>Tabled</p>	
6.9	<p><b>Northwest Interlake Integrated Watershed Management Plan (IWMP)</b></p> <p>Tabled.</p>	
6.10	<p><b>Siglunes Project</b></p> <p><b>17-20: K. Fjeldsted - L. Finney</b>  <b>BE IT RESOLVED THAT the Board approved</b> that the WIWD will take ownership, administration and maintenance from Ducks Unlimited (DU) over the Dike on Siglunes Creek.</p>	
6.11	<p><b>Name change</b></p> <p>Staff to request quotes to update all signs due to name change.</p>	
6.12	<p><b>Grow Committee</b></p> <p>Application for the “Working Together to improve watershed health in the West Interlake Watershed” Project was submitted to the Watershed Category &amp; GROW Trust on April 17, 2020.</p>	
7.0	<p><b>NEW BUSINESS</b></p>	
7.1	<p><b>Nature Conservancy – Delegation</b></p> <p>Postponed indefinitely due to COVID-19</p>	
7.2	<p><b>Administrative Assistant Wages</b></p> <p>Tabled</p>	
7.3	<p><b>Riparian Projects</b></p> <p>The WIWD received two applications for the Riparian Management Program. Sites have been inspected. The Board discussed the option to implement these project under “Working Together to improve watershed health in the West Interlake Watershed” Project. Funding for this Project expected to be announced in June 2020. To allow applicants to proceed with a projects, the Board decided to approve submitted requests under local programming first. Staff to make inquiry pertaining the easement on the riparian area along the drain at K. Gudmundson location, and to ensure the buffer is sufficient.</p>	

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	<p><b><u>18-20: P. Dunlop - K. Fieldsted</u></b>  <b>BE IT RESOLVED THAT the Board approved</b> Riparian Management application from J. Cruise, and the application from K. Gudmundson, pending on Letter of Agreement from the Province.</p>	
7.4	<p><b>Rain Barrels</b></p> <p>The WIWD is out of stock on rain barrels. Staff to collect quotes on the cost and the delivery for new stock.</p>	
7.5	<p><b>Oak Hammock Marsh</b></p> <p>Due to COVID-19 pandemic, all school presentations by the Oak Hammock Marsh cancelled. Services had been paid prior to the pandemic. Oak Hammock Marsh Center offered two options:</p> <ol style="list-style-type: none"> <li>1). To donate paid amount to the Oak Hammock March</li> <li>2). To carry the amount as prepaid amount forward until the services can be re-established and presentations at schools can be rescheduled.</li> </ol> <p>The Board discussed two options.</p> <p><b><u>19-20: B. Fleury – L. Finney</u></b>  <b>BE IT RESOLVED THAT the Board approved</b> to carry \$ 3,870.00 (paid to Oak Hammock Marsh) as a credit towards future presentations.</p>	
8.0	<p><b>REPORTS</b></p>	
8.1	<p><b>Chairperson</b></p> <p>Brief verbal update</p>	
8.2	<p><b>MCDA Rep Report</b></p> <p>N/A</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> <p>N/A</p>	

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<b>11.0</b>	<p><b>NEXT MEETING:</b></p> <p><b>June 18, 2020</b>  <b>9:00 A.M.</b>  <b>Location to be determined</b></p>	
<b>12.0</b>	<p><b>ADJOURNMENT</b>  <u><b>20-20: K. Fieldsted - P. Dunlop</b></u>  <b>BE IT RESOLVED THAT</b> we adjourn at 10:25 a.m.</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>	