

MINUTES OF MEETING NO.29-22

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 LOCATION Lundar Golf Course DATE June 16, 2022

-Present:

N. Brandstrom	Chairperson	Dog Lake Sub District
T. Nevakshonoff	Vice Chairperson	Swan Creek Sub District
L. Finney	Director	Dog Lake Sub District
B. Sigfusson	Director	Shoal Lake Sub District
J. Bittner	Director	Lake ST. Martin Sub District
L. Miller	Manager / Financial Admin	WIWD
D. Timmerman	Watershed planner	MECP
J. Cruise	Provincial Appointee	MECP
M. McLelland	Director	Swan Creek Sub District
G. Brown	Director	Lake Francis Sub District
K. Benson	GIS Technician	WIWD
I. Zotter	Admin. Assistant	WIWD

REGRETS:

K. Benson

WRITTEN BY:

ITEM		ACTION BY
1.0	CALL TO ORDER N. Brandstrom called the meeting to order at 9:03 a.m.	
2.0	APPROVAL OF AGENDA <u>218-22: L. Finney – T. Nevakshonoff</u> BE IT RESOLVED THAT the Board approved the agenda	CARRIED
3.0	APPROVAL OF MINUTES <u>219-22: J.Cruise – M. McLelland</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting 28-22, May 19, 2022 as presented	CARRIED
4.0	FINANCIAL REPORT	
4.1	Bank Activity L. Miller presented the financial report: Noventis Credit Union Statement of Accounts from May 1 to May 31, 2022; Visa Noventis Credit Card Details from March 30 2022 to April 28, 2022; CIBC Visa Credit Card Details from April 22, 2022 to May 21, 2022; Account Reconciliation Summary Report from May 1, 2022 to May 31, 2022 Bank Account Transactions Report from May 17, 2022 to June 15, 2022; Comparative Income Statement – YTD from April 1, 2022 to June 15, 2022. <u>220-22: T. Nevakshonoff – J. Bittner</u> BE IT RESOLVED THAT the Board approved the expenses of May 17 2022 to June 15, 2022 \$ 39,965.72 (cheques # 750--796) Noventis Credit Union Statement of Accounts from May 1 to May 31, 2022;	CARRIED

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	<p>Visa Noventis Credit Card Details from March 30 2022 to April 28, 2022; CIBC Visa Credit Card Details from April 22, 2022 to May 21, 2022; Account Reconciliation Summary Report from May 1, 2022 to May 31, 2022 Bank Account Transactions Report from May 17, 2022 to June 15, 2022; Comparative Income Statement – YTD from April 1, 2022 to June 15, 2022</p>	
5.0	<p>SUB DISTRICT RECOMMENDATIONS</p> <p>J. Bittner presented recommendations from the RM of Grahamdale. Water contamination was the main concern. The RM of Grahamdale had suggested two different ideas. One is to have an incentive program to collect garbage from ditches running into waterways. The second was to have a program to reduce spillage of used oil.</p>	
6.0	<p>OLD BUSINESS</p>	
6.1	<p>Southwest Interlake Integrated Watershed Management plan (IWMP)</p> <p>There are still funds available after the workshop that presented the SWIWMP. Another workshop may be planned in the future to use the funds to promote the SWIWMP.</p>	
6.2	<p>Northwest Interlake IWMP</p> <p>The first NWIWMP meeting will take place on June 28th, 2022 at the Moosehorn Hall at 7:00 pm. Up to date there are four individuals who expressed interest to be a members of the PMT: L. Finney, N. Brandstrom, J. Bittner, B. Thompson, L. Miller, T. Ching, J. Bezemer, D. Timmerman, S. Rykdal, and A. Anderson.</p>	
6.3	<p>Policy</p> <p>Previously, the Board reviewed SECTION 2.21, Standing Committee of the WIWD Manual</p> <p><u>221-22: M. McLelland – J. Bittner</u> BE IT RESOLVED THAT the Board approved Personnel Policy: Sections 1-6.</p> <p>Personnel Policy: Sections 8-10 were presented to the Board for a revision. The Board will review the Policies, and will submit suggestions and recommendation to the office before next executive meeting.</p>	CARRIED
6.4	<p>Conservation Trust 2021</p> <p>Final report for the Conservation Trust (CT) is submitted. Once Final Report is approved, and shapefiles are submitted the remaining 60% of the CT funds will be issued to the WIWD.</p>	
6.5	<p>GRowing Outcomes in Watersheds (GROW)</p> <p>Final Report for the GROW Trust 2020-2022 and Interim Report for the GROW Trust 2021-2023 are submitted. The WIWD is in the process of signing Agreement for the GROW Trust 2022-2024</p>	

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6.6	<p>Ag Action Program / EFP</p> <p>The WIWD was not approved for the applications “Riparian Area Enhancement on Burnt Lake and Wagon Creek Drains” and “Working with landowners to improve soil health in West Interlake Watershed”.</p> <p>L. Miller contacted Ag Action to receive feedback on why the applications were not approved. Ag Action has not responded.</p>	
6.7	<p>Tree Program</p> <p>Sabados Greenhouse is preparing tree orders for distribution. The distribution will begin May 9th and will continue throughout the month of May.</p> <p>In total 474 applications were received by the WIWD and 2,696 tree seedlings were ordered.</p>	
6.8	<p>WIWD Annual General Meeting (AGM)</p> <p>No updates presented at this time.</p>	
6.9	<p>Fish and Wildlife Enhancement Fund (FWEF) - Letter of Interest (LOI)</p> <p>The Beardy Creek Drain Fisheries Assessment and the Steep Rock Quarry Fish and Habitat Assessment and Enhancement Recommendations applications submitted on January 19, 2022. Both applications have been denied on June 13th, 2022.</p> <p>Mercer Creek was suggested to apply for in the future.</p>	
6.10	<p>Hometown Green Team, Canada Summer Jobs, Metis Grant</p> <p>The WIWD received confirmation to receive funds from:</p> <p>Hometown Green Team - \$5,259 Canada Summer Jobs - \$4,372 Metis Grant - \$9,296</p>	
6.11	<p>Website</p> <p>The board has decided not to accept the quote from All Net. No updates to the website are necessary at this time.</p>	
6.12	<p>Water Testing</p> <p>The board reviewed graphical summaries of the water test results. Documents on file at the WIWD office.</p> <p>One residents inquired about receiving funds through the Well Chlorination Program after already completing the project. The board decided that no retroactive projects can be funded.</p>	
6.13	<p>Rental Building</p> <p>The WIWD will receive a quote for the building on either June 17th or June 20th, 2022.</p>	

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6.14	<p>Water Retention Project</p> <p>The WIWD has received two expressions of interest to establish a Water Retention Basin. Potential Project site will be inspected by Board Members and Technician approximately two weeks after today's executive meeting on June 16th, 2022.</p>	
6.15	<p>On-Farm Climate Action</p> <p>Staff to attend an online Q&A for OF-CAF. The meeting is on June 16th, 2022 at 9:30 am.</p>	
6.16	<p>Scholarship</p> <p>Scholarship essays were sent to the Executive Board on June 10th, 2022. The board scored the essays and the three highest scores will receive the \$500.00 scholarship. Schools to be contacted on who has received the award.</p>	
6.17	<p>Advertising</p> <p>The WIWD received two invoices for advertisements.</p> <p>The WIWD had one 4 col. X 1.75" colour ad in the Express Weekly News for the Lundar Fair. The WIWD paid \$122.85 on June 15th, 2022.</p> <p>The WIWD had two 3 col. X 9" ad in the Express Weekly News May 26 and June 9th for NWIWMP Project Management Team recruiting. The WIWD paid \$992.25 on June 15th, 2022.</p> <p>All other advertisements have not been billed.</p>	
6.18	<p>Rain Barrels</p> <p>The WIWD looked into purchasing rain barrels and composters through Enviro World.</p> <p><u>222-22: J. Cruise – B. Sigfusson</u> BE IT RESOLVED THAT the Board approved the purchase of 100 rain barrels, 100 composters, and 50 kitchen collectors.</p>	
6.19	<p>Telephone Lines</p> <p>Bell MTS will install the second telephone line on June 21st, 2022. The additional line will cost approximately \$66.00. The WIWD is still waiting on a quote from Bell MTS. The installation will cost \$162.50.</p>	
7.0	<p>NEW BUSINESS</p>	
7.1	<p>Funding with Outstanding Payment to Service Providers</p> <p>It has come to the board's attention that individuals have received payment through our Alternative Watering System Program, but have refused to pay their well driller. To prevent this situation from happening again the WIWD must check that all bills are paid by requesting a paid receipt before giving the applicant funding.</p> <p><u>223-22: J. Cruise – M. McLelland</u> BE IT RESOLVED THAT the Board approved the requirement of a paid receipt for bills on a project funded by the WIWD.</p>	CARRIED

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7.2	<p>Grant Advance</p> <p>The Executive Board reviewed the cost of purchasing Grant Advance, document on file at the WIWD office. Before making a decision on whether to purchase, WIWD staff will contact R. Canard who has used many platforms similar to Grant Advance.</p>	
7.3	<p>Composting Workshop</p> <p>The WIWD would like to have a composting workshop. The WIWD is planning on booking Green Action Centre for middle of July to have a workshop in St. Laurent.</p> <p>D. Cundy expressed to staff at the Lundar Fair that he would also present at a composting workshop. The WIWD will keep him in mind for future presentations.</p>	
7.4	<p>MCDA Representative</p> <p>L. Finney has chosen to step down as the MAW representative formerly known as MCDA representative.</p> <p>224-22: J. Bittner – L. Finney BE IT RESOLVED THAT the Board appointed Jack Cruise as the MAW representative.</p>	CARRIED
7.5	<p>Reporting</p> <p>The Executive Board would like both staff and members to bring forward a report for workshops or seminars they attend that has been paid for by the WIWD.</p>	
7.6	<p>Manager</p> <p>This matter is to be discussed in-camera.</p>	
7.7	<p>Financial Administrator</p> <p>This matter is to be discussed in-camera.</p>	
8.0	<p>REPORTS</p>	
8.1	<p>Chairperson</p> <p>N. Brandstrom has attended multiple meetings through the HR committee.</p>	
8.2	<p>MAW Rep Report</p> <p>L. Finney attended the last MAW meeting. The Current will come out in September. Covid-19 policies were also discussed.</p>	
8.3	<p>Manager Report</p> <p>L. Miller has been finishing gathering information for the audit. Attending meeting, and managing daily office activities.</p>	

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	BE IT RESOLVED THAT we adjourn at 3:00 p.m.	
	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 style="border: 0; border-top: 1px solid black; margin-bottom: 10px;"/> Neil Brandstrom, Chairperson WIWD	
	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 10px;"/> Linda Miller, Manager/Financial Administrator WIWD	