

**MINUTES OF MEETING NO.25-22**

NAME Executive Board  
LOCATION WIWD Office

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DATE March 17, 2022

**Present:**

N. Brandstrom	Chairperson	Dog Lake Sub District
L. Finney (Telephone)	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 (via Conference call)	Watershed planner	ARD
G. Brown	Director	Lake Francis Sub District
K. Benson	GIS Technician	WIWD

**REGRETS:**

T. Nevakshonoff	Vice Chairperson	Swan Creek Sub District
I.. Zotter	Admin. assistant	WIWD

WRITTEN BY: K. Benson

ITEM		ACTION BY
1.0	<p><b>CALL TO ORDER</b></p> <p>N. Brandstrom called the meeting to order at 9:08 a.m.</p>	
2.0	<p><b>APPROVAL OF AGENDA</b></p> <p><b>190-22: J. Bittner – B.Sigfusson</b>  <b>BE IT RESOLVED THAT</b> the Board approved the agenda with additions:                      7.4 Workshop                      7.5 GROW Appointee</p>	<b>CARRIED</b>
3.0	<p><b>APPROVAL OF MINUTES</b></p> <p><b>191-22: J. Bittner – B. Sigfusson</b>  <b>BE IT RESOLVED THAT</b> the Board adopted the minutes of the Executive Board Meeting 25-22, February 17, 2022 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:</p> <p>Noventis Credit Union Statement of Accounts from February 1 to February 28, 2022;                      Visa Noventis Credit Card Details from January 29, 2022 to February 25, 2022;                      CIBC Visa Credit Card Details from January 22, 2022 to February 21, 2022;                      Account Reconciliation Summary Report from February 1, 2022 to February 28, 2022                      Bank Account Transactions Report from February 17, 2022 to March 16, 2022;                      Comparative Income Statement – YTD from April 1, 2021 to February 16, 2022.                      Statement of Expenditures from April 1, 2021 to March 16, 2022</p> <p><b>192-22: J. Bittner – G. Brown</b>  <b>BE IT RESOLVED THAT</b> the Board approved the expenses of \$ 30,955.98(cheques # 688-699, 700 VOID, 701-702);                      Noventis Credit Union Statement of Accounts from February 1 to February 28, 2022;                      Visa Noventis Credit Card Details from January 29, 2022 to February 25, 2022;                      CIBC Visa Credit Card Details from January 22, 2022 to February 21, 2022;</p>	<b>CARRIED</b>

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	Account Reconciliation Summary Report from February 1, 2022 to February 28, 2022 Bank Account Transactions Report from February 17, 2022 to March 16, 2022; Comparative Income Statement – YTD from April 1, 2021 to February 16, 2022. Statement of Expenditures from April 1, 2021 to March 16, 2022	
<b>5.0</b>	<b>SUB DISTRICT RECOMMENDATIONS</b>  Sub-district members will now have the option to attend meetings either virtually or over the phone. Sub-district members will not receive remuneration if they attend.  Peonan Point school asked if the WIWD would fund water sampling kits. The board decided not to fund the kits because Peonan Point is not within the WIWD boundaries.	
<b>6.0</b>	<b>OLD BUSINESS</b>	
<b>6.1</b>	<b>Southwest Interlake Integrated Watershed Management plan (IWMP)</b>  The SWIWMP will be advertised on a sign which will be placed at the Ashern Auction Mart.  A meeting will be planned to present the SWIWMP and other programs provided through the WIWD.	
<b>6.2</b>	<b>Northwest Interlake IWMP</b>  Letters to appoint representatives to the Project Management Team (PMT) were sent RMs and First Nation Communities.	
<b>6.3</b>	<b>Siglunes Project</b>  The WIWD is no longer a partner in the Siglunes project, pending landowner information.	
<b>6.4</b>	<b>Policy</b>  Tabled	
<b>6.5</b>	<b>Conservation Trust 2021 (CT)</b>  All funds were expended to date. Staff are preparing the Final Report which is due on April 30, 2022.	
<b>6.6</b>	<b>GRowing Outcomes in Watershed (GROW)</b>  All projects will be paid by March 31, 2022. Staff are preparing the Final Report and Interim Report which is due on April 30, 2022.	
<b>6.7</b>	<b>Ag Action Program / EFP</b>  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”.	

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	L. Miller contacted Ag Action to receive feedback on why the applications were not approved. Ag Action has not responded.	
6.8	<b>Tree Program</b> No update on the 2 Billion Trees Program. The WIWD may submit an application to a new program called One Tree Planted. L.Miller is to contact them to receive funding stipulations.	
6.9	<b>WIWD Annual General Meeting (AGM)</b> No updates at this time.	
6.10	<b>Oak Hammock Marsh</b> Invoice has been received and paid. All presentations will be completed by April 14, 2022.	
6.11	<b>Relay Education</b> Funds have been received up to January 21, 2022.	
6.12	<b>Fish and Wildlife Enhancement Fund (FWEF) - Letter of Interest (LOI)</b> No updates at this time.	
6.13	<b>Hometown Green Team, Canada Summer Jobs, Metis Grant</b> No updates on the Hometown Green Team and Canada Summer Jobs applications. The Metis Grant was applied for in February the WIWD asked for \$ 8,769.45.	
6.14	<b>Staff</b> The board reviewed the job posting that will be in both the Express and Tribune on March 17, 2022 and March 31, 2022.	
6.15	<b>Website</b> No updates on the website. The board decided staff should look into better internet, and a zoom membership.	
6.16	<b>Current Magazine/Promotional Posts/Items</b> The WIWD will write the article for The Current Magazine. Options for promotional items were presented to the board, document on file at the office.  <b>193-22: J. Bittner- G. Brown</b> <b>BE IT RESOLVED THAT the Board</b> approved to order 500 pens and 100 reusable straws from Perfect Pen as promotional items.	<b>CARRIED</b>

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6.17	<p><b>Water Testing</b></p> <p>Water Testing Days will be on May 24<sup>th</sup> and June 6<sup>th</sup>. The Flyer and request form was presented to the board. Documents on file at the office.</p>	
6.18	<p><b>Rental Building</b></p> <p>No updates at this time.</p>	
6.19	<p><b>Provincial Appointee</b></p> <p>An interested candidate has put their name forward for consideration, D. Timmerman will follow up.</p>	
6.20	<p><b>Ashern Auction Mart Sign</b></p> <p>The board reviewed quotes from Fastsigns, along with pictures of what the signs would look like. Documents on file at the WIWD office.</p> <p><u>194-22: J. Bittner- G. Brown</u>  <b>BE IT RESOLVED THAT the Board</b> approved to order an acrylic white sign per quote from Fastsigns.</p>	
7.0	<p><b>NEW BUSINESS</b></p>	
7.1	<p><b>Water Retention Project</b></p> <p>A brief description of the project was presented to the board. Document on file at the WIWD office. More information is required to make a decision. Board members would like to meet with producer and visit the sight at a later date.</p>	
7.2	<p><b>On-Farm Climate Action</b></p> <p>Waiting on official announcement.</p>	
7.3	<p><b>Mileage Rates</b></p> <p>The WIWD rate and provincial rate for mileage is \$0.43/km. The board discussed increasing the cost per kilometer to \$0.50/km to compensate for the increase in gas prices.</p> <p><u>195-22: B.Sigfusson – L.Finney</u>  <b>BE IT RESOLVED THAT the Board</b> approved to increase the mileage rate for the WIWD from \$0.43/km to \$0.50/km.</p>	<b>CARRIED</b>
7.4	<p><b>Workshop</b></p> <p>A soil health workshop is being offered by Souris River Watershed District. Document on file at the office. The board suggested having a workshop where the WIWD staff could present the SWIWMP plan, as well as promote all WIWD programs.</p>	
7.5	<p><b>GROW Appointee</b></p>	

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	The board would like information on the WIWD policy related to appointing a GROW committee member and how long their term will last.	
<b>8.0</b>	<b>REPORTS</b>	
<b>8.1</b>	<b>Chairperson</b> Provided a brief verbal update	
<b>8.2</b>	<b>MAW Rep Report</b> Provided a brief update on MAW meeting times.	
<b>8.3</b>	<b>Manager Report</b> L. Miller provided a brief verbal update on office activities, programing, and funding.	
<b>8.4</b>	<b>Watershed Planner Report</b> D. Timmerman provided a brief verbal update. "Watershed Districts and Programs Provincial Update- March 2022" is available on file at the WIWD office.	
<b>9.0</b>	<p><b>IN CAMERA DISCUSSION</b></p> <p><b><u>196-22: J. Bittner – B. Sigfusson</u></b>  <b>BE IT RESOLVED THAT the Board</b> moved In-Camera for a discussion at 10:01 a.m.</p> <p><b><u>197-22: J. Bittner – B. Sigfusson</u></b>  <b>BE IT RESOLVED THAT the Board</b> moved out of camera at 10:24 a.m.</p> <p>The board formed a Human Resources Committee consisting of Neil Brandstrom, Greg Brown, Jason Bittner, Linda Miller, and Dale Timmerman.</p>	<p><b>CARRIED</b></p> <p><b>CARRIED</b></p>
<b>10.0</b>	<p><b>CORRESPONDENCE</b></p> <ul style="list-style-type: none"> <li>➤ Lake Winnipeg Foundation email March 7, 2022 "Welcome to a new season of Sampling Sites" the WIWD will be taking water samples at Burnt Lake.</li> <li>➤ MAW Board Report email March 14, 2022</li> <li>➤ HR Essentials Training Outline through Manitoba Association of Watersheds March 10, 2022, attended by WIWD staff and Chair</li> <li>➤ Understanding and Reading Financial Statements, Board Governance Webinar #4, attended by Manager</li> <li>➤ Grazing Workshop Series April 13, 2022, staff to attend and promote the event.</li> <li>➤ Integrated Nutrient Management March 23, 2022, attended by WIWD staff</li> </ul>	
<b>11.0</b>	<p><b>NEXT MEETING:</b></p> <p style="text-align: center;"><b>April 21, 2022</b>  <b>9:00 A.M.</b>  <b>WIWD Office</b></p>	

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12.0	<p><b>ADJOURNMENT</b>  <b>189-22: <u>B. Sigfusson – J. Bittner</u></b>  <b>BE IT RESOLVED THAT we adjourn at 12:05 p.m.</b></p>	<b>CARRIED</b>
	<p>These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors</p>	
	<hr style="border: 0.5px solid black;"/> <p>Neil Brandstrom, Chairperson WIWD</p> <hr style="border: 0.5px solid black;"/> <p>Linda Miller, Manager/Financial Administrator          WIWD</p>	