

MINUTES OF MEETING NO.28-22

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 LOCATION WIWD Office DATE May 19, 2022

Present:

N. Brandstrom	Chairperson	Dog Lake Sub District
T. Nevakshonoff	Vice Chairperson	Swan Creek 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	MECP
J. Cruise	Provincial Appointee	MECP
M. McLelland	Director	Swan Creek Sub District
G. Brown	Director	Lake Francis Sub District
P. Wainwright	Sub-District Member	Swan Creek Sub District
K. Benson	GIS Technician	WIWD
I. Zotter	Admin. Assistant	WIWD

REGRETS:

L. Finney	Director	Dog Lake Sub District
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WRITTEN BY: K. Benson / I. Zotter

ITEM		ACTION BY
1.0	CALL TO ORDER N. Brandstrom called the meeting to order at 8:57 a.m.	
2.0	APPROVAL OF AGENDA <u>204-22: T. Nevakshonoff – G. Brown</u> BE IT RESOLVED THAT the Board approved the agenda with the following additions: 7.1 Rain barrels 7.2 Telephone Lines 7.3 Agronomist 7.4 Executive Board Meetings 7.5 2022-2023 Budget	CARRIED
3.0	APPROVAL OF MINUTES <u>205-22: B. Sigfusson – J. Cruise</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting 27-22, April 21, 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 April 1 to April 30, 2022; CIBC Visa Credit Card Details from February 22, 2022 to March 21, 2022; CIBC Visa Credit Card Details from March 22, 2022 to April 21, 2022; Visa Noventis Credit Card Details from February 26, 2022 to March 29, 2022; Account Reconciliation Summary Report from April 1, 2022 to April 30, 2022 Bank Account Transactions Report from April 21, 2022 to May 17, 2022; Comparative Income Statement – YTD from April 1, 2022 to May 17, 2022.	

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	<p>Statement of Expenditures from April 1, 2021 to May 17, 2022</p> <p>206-22: T. Nevakshonoff – J. Bittner BE IT RESOLVED THAT the Board approved the expenses of April 21 2022 to May 17, 2022 \$ 33,953.32 (cheques # 711-714, 731-744,746, 748-749) Noventis Credit Union Statement of Accounts from April 1 to April 30, 2022; CIBC Visa Credit Card Details from February 22, 2022 to March 21, 2022; CIBC Visa Credit Card Details from March 22, 2022 to April 21, 2022; Visa Noventis Credit Card Details from February 26, 2022 to March 29, 2022; Account Reconciliation Summary Report from April 1, 2022 to April 30, 2022 Bank Account Transactions Report from April 21, 2022 to May 17, 2022; Comparative Income Statement – YTD from April 1, 2022 to March 17, 2022. Statement of Expenditures from April 1, 2022 to May 17, 2022</p>	CARRIED
5.0	<p>SUB DISTRICT RECOMMENDATIONS</p> <p>Swan Creek Sub District held a meeting on May 10, 2022. T. Nevakshonoff updated the Board on discussed topics, such as Beavers issues and concerns pertaining to DU Project at Narcisse. Board Members discussed DU Project at Narcisse and mutually agreed that the WIWD can play a role as a liaison. T. Nevakshonoff will organize a visit to observe the Narcisse Ducks Unlimited Project. Board Members will initiate conversation with producers affected by the DU Project.</p>	
6.0	OLD BUSINESS	
6.1	<p>Southwest Interlake Integrated Watershed Management plan (IWMP)</p> <p>The SWIWMP was presented on May 6th at the WIWD workshop at the Lundar Legion.</p>	
6.2	<p>Northwest Interlake IWMP</p> <p>L. Miller had a meeting with P. Watson and D. Timmerman to discuss alternative ways to recruit members for the Project Management Team (PMT). Suggestion was made to place an Ad in local newspaper. Staff to collect quotes. WIWD is in the process to form a PMT. Up to date there are four individuals who expressed interest to be a members of the PMT: L. Finney, N. Brandstrom, J. Bittner, and B. Thompson.</p>	
6.3	<p>Policy</p> <p>Previously, the Board reviewed SECTION 2.21, Standing Committee of the WIWD Manual</p> <p>207-22: J. Cruise – J. Bittner BE IT RESOLVED THAT the Board approved SECTION 2.21, Standing Committee as presented.</p> <p>Personnel Policy: Sections 1 – 6 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	Conservation Trust 2021	

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	Final report for the Conservation Trust (CT) is submitted. Once Final Report is approved, remaining 60% of the CT funds will be issued to the WIWD.	
6.5	GRowing Outcomes in Watersheds (GROW) 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	
6.6	Ag Action Program / EFP 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”. L. Miller contacted Ag Action to receive feedback on why the applications were not approved. Ag Action has not responded.	
6.7	Tree Program Sabados Greenhouse is preparing tree orders for distribution. The distribution will begin May 9 th and will continue throughout the month of May. In total 474 applications were received by the WIWD and 2,696 tree seedlings were ordered.	
6.8	WIWD Annual General Meeting (AGM) No updates presented at this time.	
6.9	Relay Education Funds have been received in full in the amount of \$ 20,084	
6.10	Fish and Wildlife Enhancement Fund (FWEF) - Letter of Interest (LOI) The Beardy Creek Drain Fisheries Assessment and the Steep Rock Quarry Fish and Habitat Assessment and Enhancement Recommendations applications submitted on January 19, 2022. No updates received at this time.	
6.11	Hometown Green Team, Canada Summer Jobs, Metis Grant The WIWD received confirmation to receive funds from: Urban Green Team - \$5,259 Canada Summer Jobs - \$4,372 Metis Grant - \$9,296	
6.12	Website A meeting scheduled with All Net on May 19 th , 2022 at 3:00 pm to review their offer	

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6.13	<p>Current Magazine/Promotional Posts/Items</p> <p>The WIWD staff submitted an article to the Current Magazine.</p> <p>Promotional items have been received. Pens and reusable straws were presented to the Board.</p>	
6.14	<p>Water Testing</p> <p>The intake of applications for the Water Testing Days is closed. The WIWD received and approved 314 applications. The Water Testing Days will take place on May 24th and June 6th.</p>	
6.15	<p>Rental Building</p> <p>The Rental Agreement to rent three offices expired on March 31, 2022. The owner of the building expressed a potential interest to sell the building. Staff to contact municipalities to inform them about the WIWD's intentions to purchase the building, and to seek their approval to obtain a loan to purchase the building.</p> <p><u>208-22: B. Sigfusson – T. Nevakshonoff</u> BE IT RESOLVED THAT the Board approved the WIWD to place an informal offer on the purchase of the building conditional to approval of finances.</p>	CARRIED
6.16	<p>Provincial Appointee</p> <p>Jack Cruise has been appointed as a Provincial Appointee. Minister's Letter of appointment is on file at the office.</p>	
6.17	<p>Ashern Auction Mart Sign</p> <p>Sign has been installed at the Ashern Auction Mart. The annual payment for space rental in the amount of \$100 has been paid.</p>	
6.18	<p>Water Retention Project</p> <p>The WIWD received expression of interest to establish a Water Retention Basin. Potential Project site will be inspected by Board Members and Technician after the Executive Meeting if the weather permitted.</p>	
6.19	<p>On-Farm Climate Action</p> <p>Staff will attend a workshop on the On-Farm Climate Action Program on May 20th, 2022 at 8:00 a.m. Two staff members will attend the workshop in-person in Brandon.</p> <p>Board Members presented with BMPs description (Implementation of Rotational Grazing, Implementation of Cover Cropping and Implementation of Nitrogen Management) under the Prairie Watershed Climate Program (PWCP). PWCP is initiated by the Manitoba Watershed Association (MAW) through the On-Farm Climate Action Fund.</p>	
6.20	<p>Workshop</p>	

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	<p>The WIWD held a Cover Crop workshop on May 6th, 2022 at the Lundar Legion. Few local producers and M. Thiele were presented at the workshop. There were 32 attendees. Board Members proposed to schedule next workshop related to the GROW Program sometime in October of 2022.</p>	
6.21	<p>Scholarship</p> <p>All schools within the WIWD were contacted about the scholarship, the deadline to submit an essay is June 10th.</p>	
6.22	<p>Advertising</p> <p>The board members discussed to place an advertisements in the Express Weekly News to support "Upcoming Fairs & Festivals". This would include a mini banner (\$117.00 each) for:</p> <ul style="list-style-type: none"> - Lundar Ag Fair on June 2; - Eriksdale Creamery Days on June 23; - Ashern Rodeo on Aug 25; - Boyz & Bulls Eriksdale on Oct 6. <p>Board also discussed to place 20 -thirty second commercials on CFRY radio under "2022 Fair Package for Lundar Merchants" for the amount of \$245.00 and "Celebrating the Grad Class of 2022!" for \$ 540.00 on CFRY, MIX96, COUNTRY93 radio</p> <p><u>209-22: J. Cruise – T. Nevakshonoff</u> BE IT RESOLVED THAT the Board approved to place an Ad in the Express Weekly News (four mini banners for \$117 each), to place 20- thirty second commercials on CFRY 920AM "2022 Fair Package" for \$245 and an Ad "Celebrating the Grad Class of 2022!" for \$ 540.00</p> <p>Previously, the board discussed to place an advertisement in the Winnipeg Free Press for the Manager and Financial Administrator positions. After reviewing the quote, the board decided not to place any advertisements in the Winnipeg Free Press.</p>	CARRIED
7.0	NEW BUSINESS	
7.1	<p>Rain Barrels</p> <p>The WIWD have 15 rain barrels left in stock at the office. Staff to contact supplier and to request a quote for a new order of 100 rain barrels.</p> <p>Staff to collect quotes for composters.</p> <p>Composting Workshop was well attended and received in the past. Staff to contact Green Action Centre and to collect information on possibilities to organize composting workshops in St. Laurent, Ashern and Steep Rock.</p>	
7.2	<p>Telephone Lines</p> <p>The staff require an additional phone line to manage all the incoming calls. The board discussed the necessity to activate or to install additional phone lines. Staff to collect a quote to set up a multi-line phone system at the office.</p> <p><u>2010-22: M. McLelland – J. Cruise</u> BE IT RESOLVED THAT the Board approved to activate second telephone line at the office.</p>	CARRIED

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7.3	Agronomist This matter will be discussed in-camera	
7.4	Executive Board Meetings Current Board Room is getting too small to accommodate Executive Board Meetings when all Executive Board Members are present. Suggestion was made to hold meeting at the Golf Course, or to considering expanding the Board room in future. The Board will review this subject later.	
7.5	2022-2023 Budget L. Miller presented Final Budget to the Board. 211-22: M. McLelland – J. Cruise BE IT RESOLVED THAT the Board approved 2022-2023 Final Budget.	CARRIED
8.0	REPORTS	
8.1	Chairperson Provided a brief verbal update. N. Brandstrom attended both the Grazing Workshop and the WIWD Workshop, both were excellent. N. Brandstrom visited a proposed alternative watering system project. N. Brandstrom also attended the Swan Creek Sub-District Meeting.	
8.2	MAW Rep Report N/A	
8.3	Manager Report L. Miller provided a brief verbal update on office activities, programing, and funding. Manager was training and mentoring new summer employees at the WIWD. L. Miller was preparing and submitting required documents for the audit.	
8.4	Watershed Planner Report D. Timmerman provided a brief verbal update. “Watershed Districts and Programs Provincial Update- May 2022” is available on file at the WIWD office.	
8.5	Human Resource Committee No report	
9.0	IN CAMERA DISCUSSION 212-22: J. Cruise – M. McLelland BE IT RESOLVED THAT the Board moved In-Camera for a discussion at 11:15 a.m. 213-22: J. Cruise – M. McLelland BE IT RESOLVED THAT the Board moved out of camera at 11:35 a.m.	CARRIED CARRIED

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	<p>The Board agreed that K. Christensen can provide services to the agricultural producers as an independent Agronomist on her own time.</p> <p>214-22: J. Cruise – M. McLelland BE IT RESOLVED THAT the Board moved In-Camera for a discussion at 11:50 a.m.</p> <p>215-22: T. Nevakshonoff – M. McLelland BE IT RESOLVED THAT the Board moved out of camera at 11:58 a.m.</p> <p>216-22: J. Cruise – M. McLelland BE IT RESOLVED THAT the Board approved to increase I.Zotter wages by \$1.00 per hour retroactively, effective April 1, 2022</p>	<p>CARRIED</p> <p>CARRIED</p> <p>CARRIED</p>
<p>10.0</p>	<p>CORRESPONDENCE</p> <ul style="list-style-type: none"> ➤ Letter from Minister of Environment, Climate, and Parks sent on April 26, 2022 ➤ Template for Final Budget Preparation, email from April Kiers North on May 3, 2022 ➤ Manitoba Access Awareness Week 2022, email from Tracy MacMillan on May 6, 2022 ➤ Radio Information for Review, email from Lynda Nicol on May 11, 2022 ➤ AAE Tech Services Is Hiring, email from Mark Lowdon May 15, 2022 ➤ Lake Manitoba Lake St. Martin Outlet Channels Project Newsletter April 2022 Issue 17 	
<p>11.0</p>	<p>NEXT MEETING:</p> <p style="text-align: center;">June 16, 2022 9:00 A.M. WIWD Office</p>	
<p>12.0</p>	<p>ADJOURNMENT 217-22: J. Bittner - T. Nevakshonoff BE IT RESOLVED THAT we adjourn at 12:06 p.m.</p>	<p>CARRIED</p>
	<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/> <p>Neil Brandstrom, Chairperson WIWD</p> <hr/> <p>Linda Miller, Manager/Financial Administrator WIWD</p>	