

**MINUTES OF MEETING NO.37-23**

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NAME Executive Board PAGE Page 1 of 6  
 LOCATION Moosehorn Hall DATE January 10, 2023

PRESENT: N. Brandstrom Chairperson Dog Lake Sub District  
 M. McLelland Director Swan Creek Sub District  
 L. Finney Director Dog Lake Sub District  
 G. Brown Director Lake Francis Sub District  
 J. Bittner Director Lake St. Martin Sub District  
 B. Sigfusson Director Shoal Lake Sub District  
 J. Cruise Provincial Appointee MECP  
 P. Watson Senior Watershed Planner MECP  
 J. Stefanson Member Shoal Lake Sub District  
 K. Benson Manager WIWD  
 K. Christensen Financial Administrator WIWD

REGRETS: T. Nevakshonoff Vice Chair Swan Creek Sub District  
 D. Timmerman Watershed Planner MECP

WRITTEN BY: K. Christensen Financial Administrator WIWD

ITEM		ACTION BY
1.0	<b>CALL TO ORDER</b> N. Brandstrom called the meeting to order at 3:58 p.m.	
2.0	<b>APPROVAL OF AGENDA</b> <u>287-23: G. Brown – J. Cruise</u> <b>BE IT RESOLVED THAT</b> the Board approved the agenda with the additions of 7.2 AGM Elections, and 7.3 Board Appointees.	<b>CARRIED</b>
3.0	<b>APPROVAL OF MINUTES</b> <u>288-23: G. Brown – M. McLelland</u> <b>BE IT RESOLVED THAT</b> the Board adopted the minutes of the Executive Board Meeting #36-22, November 17 <sup>th</sup> , 2022 as presented.	<b>CARRIED</b>
4.0	<b>FINANCIAL REPORT</b>	
4.1	<b>Bank Activity</b> K. Christensen presented the financial report:  Noventis Credit Union Statement of Accounts from November 1 <sup>st</sup> to November 30 <sup>th</sup> , 2022; Visa Noventis Credit Card Details from September 29 <sup>th</sup> , 2022 to October 28 <sup>th</sup> , 2022; CIBC Visa Credit Card Details from September 22 <sup>nd</sup> , 2022 to October 21 <sup>st</sup> , 2022; Account Reconciliation Summary Report from November 1 <sup>st</sup> , 2022 to November 30 <sup>th</sup> , 2022; Bank Account Transactions Report from November 15 <sup>th</sup> , 2022 to December 31 <sup>st</sup> , 2022; Comparative Income Statement – YTD from April 1 <sup>st</sup> , 2022 to December 31 <sup>st</sup> , 2022; Carryover of expenditures from April 1 <sup>st</sup> , 2022 to December 31 <sup>st</sup> , 2022.	

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	<p><b>289-23: M. McLelland – B. Sigfusson</b>  <b>BE IT RESOLVED THAT</b> the Board approved the expenses of November 15<sup>th</sup>, 2022 to December 31<sup>st</sup>, 2022 \$68,581.49 (cheques # 926 - 949); Noventis Credit Union Statement of Accounts from November 1<sup>st</sup> to November 30<sup>th</sup>, 2022; Visa Noventis Credit Card Details from September 29<sup>th</sup>, 2022 to October 28<sup>th</sup>, 2022; CIBC Visa Credit Card Details from September 22<sup>nd</sup>, 2022 to October 21<sup>st</sup>, 2022; Account Reconciliation Summary Report from November 1<sup>st</sup>, 2022 to November 30<sup>th</sup>, 2022; Bank Account Transactions Report from November 15<sup>th</sup>, 2022 to December 31<sup>st</sup>, 2022; Comparative Income Statement – YTD from April 1<sup>st</sup>, 2022 to December 31<sup>st</sup>, 2022; Carryover of expenditures from April 1<sup>st</sup>, 2022 to December 31<sup>st</sup>, 2022.</p>	<b>CARRIED</b>
<b>5.0</b>	<p><b>SUB DISTRICT RECOMMENDATIONS</b>          N / A</p>	
<b>6.0</b>	<p><b>OLD BUSINESS</b></p>	
<b>6.1</b>	<p><b>Southwest Interlake Integrated Watershed Management plan (IWMP)</b>          There are still funds available. Another workshop may be planned in the future to use the funds to promote the SW IWMP.</p>	
<b>6.2</b>	<p><b>Northwest Interlake IWMP</b>          Meeting that had been planned for January 10th, 2022 at 5:00 p.m. was cancelled. Meeting will be rescheduled at a later date.</p>	
<b>6.3</b>	<p><b>Policy</b>          Board reviewed the “Code of Conduct Policy” that all members of any WIWD committee or staff are required to abide by.          Board reviewed the “Consent Form” that all members of any WIWD committee or staff choose to sign allowing the WIWD to publish their name, photo and phone number in any WIWD publications.  <b>290-23: G. Brown – L. Finney</b>  <b>BE IT RESOLVED THAT</b> the Board approved the “Code of Conduct Policy”.  <b>291-23: J. Cruise – J. Bittner</b>  <b>BE IT RESOLVED THAT</b> the Board approved the “Consent Form”.</p>	<b>CARRIED</b>
<b>6.4</b>	<p><b>GRowing Outcomes in Watersheds (GROW)</b>          The GROW proposal for the 2023-2025 GROW Trust was submitted on December 14th, 2022.          Staff are completing and calculating project claims.</p>	

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6.5	<p><b>Rental Building</b></p> <p>Staff have been in contact with Access Credit Union to complete documents for obtaining a mortgage. The WIWD will need to obtain an appraisal from a third party to provide to Environment, Climate and Parks.</p> <p><b><u>292-23: M. McLelland – G. Brown</u></b>  <b>BE IT RESOLVED THAT</b> the Board approved to hire a third-party appraiser to obtain an appraisal to provide to Environment, Climate and Parks.</p> <p>Staff to bring quotes to the next executive meeting, January 19th, 2023.</p>	<b>CARRIED</b>
6.6	<p><b>On-Farm Climate Action (PWCP)</b></p> <p>Current projects have been approved by the Local GROW Committee. Staff are in the process of submitting applications into the database for final approval from MAW.</p>	
6.7	<p><b>MAW Conference</b></p> <p>The MAW conference went well, was well attended by staff and some WIWD members from December 5th – 7th, 2022.</p>	
6.8	<p><b>Green Kids</b></p> <p>K. Benson spoke to vendors at the MAW Conference who offer free educational programming. More information on these organization will be brought forward at the next executive meeting.</p>	
6.9	<p><b>EFP Workshops</b></p> <p>Staff are planning for workshops to commence in February 2023, to assist producers in the completion of their Environmental Farm Plan.</p>	
6.10	<p><b>AGM</b></p> <p>AGM will commence at 6:00 p.m. January 10th, 2023.</p>	
6.11	<p><b>Pollinator Gardens</b></p> <p>The Pollinator Gardens proposal for the Conservation Trust was submitted November 29th, 2022.</p>	
6.12	<p><b>Fish and Wildlife Enhancement Fund</b></p> <p>The “Aquatic Ecosystem Restoration Mercer Creek Drain” proposal for the Fish and Wildlife Enhancement Fund was submitted on December 16, 2022.</p>	
7.0	<p><b>NEW BUSINESS</b></p>	

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7.1	<b>Eriksdale Curling Club</b>	<p>The Eriksdale Curling Club asked for a donation for their silent auction at one of the bonspiels.</p> <p><b><u>293-23: B. Sigfusson – G. Brown</u></b>  <b>BE IT RESOLVED THAT</b> the Board approved the donate a rain barrel to the Eriksdale Curling Club.</p> <p>Staff to ask Curling Club if the WIWD could put up a sign or bulletin board to promote programs.</p>	
7.2	<b>AGM Elections</b>	<p>The question “Does the provincial appointee and any other appointed board members have the right to vote for the chair and vice-chair of the board?”</p> <p>P. Watson provided an answer: “The Provincial appointee, and any other appointed executive member, has all the same rights as an executive member who was elected as chair of their sub-district. The provincial appointee, or any other appointed executive member can be elected chair or vice-chair.”</p>	
7.3	<b>Board Appointees</b>	<p>It was brought to the boards attention that there was no term length determined when appointing M. McLelland to the executive board during the April 21, 2022 meeting (Meeting No. 27-22).</p> <p><b><u>294-23: J. Cruise – J. Bittner</u></b>  <b>BE IT RESOLVED THAT</b> the Board appointed M. McLelland as an executive board member for the WIWD for a two (2) year term, starting April 22<sup>nd</sup>, 2022, ending April 21<sup>st</sup>, 2024.</p> <p>Board Appointees Policy will be reviewed at the next executive meeting.</p>	
8.0	<b>REPORTS</b>		
8.1	<b>Chairperson Report</b>	<p>N. Brandstrom gave a brief verbal update.</p> <p>N. Brandstrom presented L. Miller with the Watershed Staff Builder Award, and T. Cook with the West Interlake Watershed District Award at the MAW conference.</p>	
8.2	<b>MAW Rep Report</b>	<p>J. Cruise gave a brief verbal update, stating how successful the MAW conference was.</p>	
8.3	<b>Manager Report</b>	<p>K. Benson gave a verbal report on duties performed. Written report is on file at the WIWD office.</p>	

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8.4	<p><b>Watershed Planner Report</b></p> <p>P. Watson provided a brief verbal update. Written report is on file at the WIWD office.</p>	
8.5	<p><b>Human Resource Committee</b></p> <p>N/A</p>	
8.6	<p><b>Financial Administrator Report</b></p> <p>K. Christensen gave a verbal report on duties performed. Written report is on file at the WIWD office.</p> <p>Presented the 2023 Community Tree Nursery Program Overview.</p>	
8.7	<p><b>Resource Technician Report</b></p> <p>N/A</p>	
9.0	<p><b>IN CAMERA DISCUSSION</b></p> <p>J. Stefanson and P. Watson left the room.</p> <p><b><u>295-23: J. Cruise – G. Brown</u></b>  <b>BE IT RESOLVED THAT the Board</b> moved In-Camera for a discussion at 4:48 p.m.</p> <p><b><u>296-23: B. Sigfusson – G. Brown</u></b>  <b>BE IT RESOLVED THAT the Board</b> moved out of Camera at 4:51 p.m.</p> <p>J. Stefanson and P. Watson returned.</p>	
10.0	<p><b>CORRESPONDENCE</b></p> <ul style="list-style-type: none"> <li>➤ Manitoba Habitat Heritage Corporation 2021 Annual Report</li> <li>➤ Email “Flood workshop looking for video participants” from MAW’s Communication Coordinator, sent January 6<sup>th</sup>, 2023</li> <li>➤ Email “Conservation Campions Program – Manitoba Important Bird Areas” from Manitoba Important Bird Areas Program, sent January 9<sup>th</sup>, 2023</li> </ul>	
11.0	<p><b>NEXT MEETING:</b></p> <p style="text-align: center;"><b>January 19<sup>th</sup>, 2023</b>  <b>9:00 A.M.</b>  <b>WIWD Office</b></p>	
12.0	<p><b>ADJOURNMENT</b></p> <p><b><u>297-23: B. Sigfusson – M. McLelland</u></b>  <b>BE IT RESOLVED THAT we adjourn</b> at 4:53 p.m.</p>	<b>CARRIED</b>

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	<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>	
	<p>_____ <b>Neil Brandstrom, Chairperson WIWD</b></p> <p>_____ <b>Kelsey Benson, Manager WIWD</b></p>	