

## MINUTES OF MEETING NO.38-23

NAME	Executive Board	PAGE	Page 1 of 6
LOCATION	WIWD Office	DATE	January 19, 2023
PRESENT:	N. Brandstrom J. Nickel D. Germain J. Stefanson B. Fleury J. Cruise M. McLelland D. Timmerman K. Benson K. Christensen	Chairperson Director Director Director Director Provincial Appointee Board Appointee Watershed Planner Manager Financial Administrator	Dog Lake Sub District Dog Lake Sub District Swan Creek Sub District Shoal Lake Sub District Lake Francis Sub District MECP WIWD MECP WIWD WIWD
REGRETS:	T. Nevakshonoff	Director	Swan Creek Sub District
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 8:57 a.m.	
2.0	<b>APPROVAL OF AGENDA</b> <u><b>298-23: B. Fleury – M. McLelland</b></u> <b>BE IT RESOLVED THAT</b> the Board approved the agenda with the additions of 7.8 Mileage & Hourly Rates.	<b>CARRIED</b>
3.0	<b>APPROVAL OF MINUTES</b> <u><b>299-23: J. Cruise – M. McLelland</b></u> <b>BE IT RESOLVED THAT</b> the Board adopted the minutes of the Executive Board Meeting #37-23, January 10 <sup>th</sup> , 2023 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 December 1 <sup>st</sup> to December 31 <sup>st</sup> , 2022; Visa Noventis Credit Card Details from October 29 <sup>th</sup> , 2022 to November 28 <sup>th</sup> , 2022; CIBC Visa Credit Card Details from October 22 <sup>nd</sup> , 2022 to November 21 <sup>st</sup> , 2022; Account Reconciliation Summary Report from December 1 <sup>st</sup> , 2022 to December 31 <sup>st</sup> , 2022; Bank Account Transactions Report from January 1 <sup>st</sup> , 2023 to January 17 <sup>th</sup> , 2023; Comparative Income Statement – YTD from April 1 <sup>st</sup> , 2022 to January 17 <sup>th</sup> , 2023; Carryover of expenditures from April 1 <sup>st</sup> , 2022 to January 17 <sup>th</sup> , 2023.  <u><b>300-23: J. Stefanson – B. Fleury</b></u> <b>BE IT RESOLVED THAT</b> the Board approved the expenses of January 1 <sup>st</sup> , 2023 to January 17 <sup>th</sup> , 2023 \$46,872.68 (cheques # 950-962); Noventis Credit Union Statement of Accounts from December 1 <sup>st</sup> to December 31 <sup>st</sup> , 2022; Visa Noventis Credit Card Details from October 29 <sup>th</sup> , 2022 to November 28 <sup>th</sup> , 2022; CIBC Visa Credit Card Details from October 22 <sup>nd</sup> , 2022 to November 21 <sup>st</sup> , 2022; Account Reconciliation Summary Report from December 1 <sup>st</sup> , 2022 to December 31 <sup>st</sup> , 2022; Bank Account Transactions Report from January 1 <sup>st</sup> , 2023 to January 17 <sup>th</sup> , 2023; Comparative Income Statement – YTD from April 1 <sup>st</sup> , 2022 to January 17 <sup>th</sup> , 2023; Carryover of expenditures from April 1 <sup>st</sup> , 2022 to January 17 <sup>th</sup> , 2023.	<b>CARRIED</b>

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<b>5.0</b>	<p><b>SUB DISTRICT RECOMMENDATIONS</b></p> <p>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></p> <p>There are still funds available. Another workshop may be planned in the future to use the funds to promote the SW IWMP.</p> <p>Board discussed the possibility of mailing out flyers to residents to inform them of the South West Interlake IWMP and WIWD programming.</p>	
<b>6.2</b>	<p><b>Northwest Interlake IWMP</b></p> <p>Both the meeting on January 10<sup>th</sup>, 2023 and the public meeting on January 17<sup>th</sup>, 2023 were cancelled. Meeting will be scheduled at a later date.</p>	
<b>6.3</b>	<p><b>Policy</b></p> <p>Updated policies will be brought forward at the next executive board meeting for review.</p> <p>Board discussed the need to create a policy to deal with individuals who fail to comply with the code of conduct. Staff will bring forward a draft policy at the next executive board meeting.</p>	
<b>6.4</b>	<p><b>GRowing Outcomes in Watersheds (GROW)</b></p> <p>Staff are completing and calculating project claims.</p>	
<b>6.5</b>	<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>301-23: J. Cruise – M. McLelland</u></b>  <b>BE IT RESOLVED THAT</b> the Board approved to hire Red River Group to complete the building appraisal for the WIWD, and to hire Pitblado to complete all legal services for purchasing the WIWD office at 9 Main Street, Lundar, MB.</p>	<b>CARRIED</b>
<b>6.6</b>	<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>	
<b>6.7</b>	<p><b>Green Kids</b></p> <p>Board was presented with information from the Nutrients for Life program. Board will discuss all educational programming options at the next executive board meeting.</p>	

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6.8	<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>	
6.9	<p><b>AGM</b></p> <p>The AGM was well attended.</p>	
6.10	<p><b>Pollinator Gardens</b></p> <p>The Pollinator Gardens proposal for the Conservation Trust was submitted November 29th, 2022. Staff will receive approval/disapproval in the Spring of 2023.</p>	
6.11	<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. Staff will receive approval/disapproval in the Spring of 2023.</p>	
7.0	<p><b>NEW BUSINESS</b></p>	
7.1	<p><b>Signing Authority</b></p> <p><b>302-23: B. Fleury – J. Nickel</b>  <b>BE IT RESOLVED THAT</b> the Board approved K. Benson, K. Christensen, N. Brandstrom, to have signing authority for the West Interlake Watershed District CIBC banking.</p> <p><b>303-23: B. Fleury – J. Nickel</b>  <b>BE IT RESOLVED THAT</b> the Board approved K. Benson, K. Christensen, N. Brandstrom, J. Stefanson and M. McLelland to have signing authority for the West Interlake Watershed District Access Credit Union banking, with B. Sigfusson and G. Brown removed from signing authority.</p>	<b>CARRIED</b>
7.2	<p><b>Meeting Time &amp; Frequency</b></p> <p>The board discussed how often they would like to meet, and what days and time were most accommodating to all members.</p> <p>The board decided they would continue to meet monthly on the third Thursday of the month. With meetings starting at 9:00 a.m. during the months of May, June, July, August, September, October, November, and meetings starting at 1:00 p.m. during the months of December, January, February, March and April.</p>	
7.3	<p><b>MAW Representatives</b></p> <p><b>304-23: J. Cruise – J. Bittner</b>  <b>BE IT RESOLVED THAT</b> the Board elected J. Cruise as the Manitoba Association of Watersheds representative from the West Interlake Watershed District for a 1-year term (new appointment will made at the first executive meeting following the AGM).</p>	<b>CARRIED</b>

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<b>7.4</b>	<p><b>Canada Summer Jobs &amp; Green Team</b></p> <p>Staff applied for summer student positions through Canada Summer Jobs, with financial assistance of \$13.50/hr. Staff will be applying for summer student positions through Green Team, with financial assistance of \$ 14.15/hr.</p>	
<b>7.5</b>	<p><b>Local GROW Committee (LGC)</b></p> <p><b>305-23: J. Cruise – J. Bittner</b>  <b>BE IT RESOLVED THAT</b> the Board elected N. Brandstrom, J. Cruise, B. Fleury, H. Rosing, T. Cook, K. Nickel, B. Sigfusson, and I. Zotter for a two-year term on the West Interlake Watershed District Local GROW Committee.</p>	<b>CARRIED</b>
<b>7.6</b>	<p><b>Manitoba Important Bird Areas</b></p> <p>K. Benson gave a verbal overview on the Manitoba Important Bird Areas. Manitoba Important Bird Areas is wanting to host presentations in our area to encourage conserving bird habitat, they would like the WIWD's help with advertising. Staff will stay in contact with Manitoba Important Bird Areas to facilitate possible future advertising, events and programming.</p>	
<b>7.7</b>	<p><b>Incorporation</b></p> <p>Incorporation is no longer required, K. Benson to confirm with D. Timmerman.</p>	
<b>7.8</b>	<p><b>Mileage &amp; Hourly Rates</b></p> <p>The Board discussed if mileage and hourly rates are sufficient. This matter will be discussed further during the next executive meetings, while preparing for the 2023-24 budget.</p>	
<b>8.0</b>	<p><b>REPORTS</b></p>	
<b>8.1</b>	<p><b>Chairperson Report</b></p> <p>N. Brandstrom welcomed the new executive board members</p> <p>N. Brandstrom gave a brief verbal update.</p>	
<b>8.2</b>	<p><b>MAW Rep Report</b></p> <p>J. Cruise gave a brief verbal update.</p>	
<b>8.3</b>	<p><b>Manager Report</b></p> <p>K. Benson gave a verbal report on duties performed. Written report is on file at the WIWD office.</p>	
<b>8.4</b>	<p><b>Watershed Planner Report</b></p> <p>D. Timmerman provided a brief verbal update. Written report is on file at the WIWD office.</p>	



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	<hr/> <p><b>Kelsey Benson, Manager WIWD</b></p>	
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