

MINUTES OF MEETING NO.45-23

NAME	Executive Board	PAGE	Page 1 of 9
LOCATION	WIWD Office	DATE	August 17, 2023
PRESENT:	N. Brandstrom M. McLelland T. Nevakshonoff J. Stefanson B. Fleury J. Cruise B. Sigfusson K. Benson K. Christensen	Chairperson Board Appointee/Vice Chair Director Director Director Provincial Appointee Board Appointee Manager Financial Administrator	Dog Lake Sub District WIWD Swan Creek Sub District Shoal Lake Sub District Lake Francis Sub District WIWD / MAW WIWD WIWD WIWD
REGRETS:	J. Nickel J. Bittner D. Timmerman	Director Director Watershed Planner	Dog Lake Sub District Lake St. Martin Sub District MECP
WRITTEN BY:	K. Christensen	Financial Administrator	WIWD

ITEM		ACTION BY
1.0	CALL TO ORDER N. Brandstrom called the meeting to order at 9:00 a.m.	
2.0	APPROVAL OF AGENDA <u>382-23: M. McLelland – B. Fleury</u> BE IT RESOLVED THAT the Board approved the agenda as presented.	CARRIED
3.0	APPROVAL OF MINUTES <u>383-23: T. Nevakshonoff – B. Sigfusson</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting #44-23, July 20, 2023 as presented.	CARRIED
4.0	FINANCIAL REPORT	
4.1	Bank Activity K. Christensen presented the financial report: Access Credit Union Statement of Accounts from July 1 st to July 31 st , 2023; Account Reconciliation Summary Report from July 1 st , 2023 to July 31 st , 2023; Bank Account Transactions Report from July 18 th , 2023 to August 15 th , 2023; CIBC Credit Card Details from May 22 nd , 2023 to June 21 st , 2023; Collabria Credit Card Details from May 30 th , 2023 to June 28 th , 2023; Comparative Income Statement April 1 st , 2023 – August 15 th , 2023. <u>384-23: J. Stefanson – B. Sigfusson</u> BE IT RESOLVED THAT the Board approved the expenses of July 18 th , 2023 to August 15 th , 2023 \$91,157.56 (cheques # 1137-1172); Access Credit Union Statement of Accounts from July 1 st to July 31 st , 2023; Account Reconciliation Summary Report from July 1 st , 2023 to July 31 st , 2023; Bank Account Transactions Report from July 18 th , 2023 to August 15 th , 2023; CIBC Credit Card Details from May 22 nd , 2023 to June 21 st , 2023; Collabria Credit Card Details from May 30 th , 2023 to June 28 th , 2023; Comparative Income Statement April 1 st , 2023 – August 18 th , 2023.	CARRIED
5.0	Reports	
5.1	Financial Administrator Report	

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	<p>Payroll</p> <p>Financials</p> <p>Community Tree Nursery Program</p> <ul style="list-style-type: none"> ➤ Emails with Sabados Greenhouse, updated application, waiting on tree prices. <p>Audit</p> <ul style="list-style-type: none"> ➤ Received completed audit documents via mail from Sensus. <p>Pollinator Gardens</p> <ul style="list-style-type: none"> ➤ Paid for Lumber and screws for the RM of Grahamdale and West Interlake Garden beds, their green teams are constructing them. <p>GROW</p> <ul style="list-style-type: none"> ➤ Worked with I. Zotter on projected budget tables for 2023-24 projects. Ensuring all projects were including that carried forward from 2022-23 (were unable to complete due to weather conditions) <p>RALP</p> <ul style="list-style-type: none"> ➤ Read through contribution agreements, final copies have been signed and submitted. ➤ Completed 'Electronic Funds Transfer' form, waiting on Board Signature to submit. <p>Water Days</p> <ul style="list-style-type: none"> ➤ Moosehorn – August 1st ➤ Ashern – August 2nd ➤ St.Laurent – August 3rd ➤ Lundar – August 4th ➤ Eriksdale – August 8th ➤ Approximately 12-20 kids in attendance at each <p>Meetings</p> <ul style="list-style-type: none"> ➤ Attended bi-weekly PWCP mtgs – July 23rd & August 4th ➤ Lake Francis & Shoal Lakes Sub District mtg – August 2nd ➤ MAW tour in Dauphin August 9th-10th ➤ GROW mtg August 15th <p>Other</p> <ul style="list-style-type: none"> ➤ Phone calls/meeting with producers regarding current and future applications. ➤ WIWD monthly newsletter, will be sent on the 1st of every month to all members and RM's. 	
5.2	<p>Managers Report</p> <p style="text-align: center;"><u>Project Updates</u></p> <ul style="list-style-type: none"> • Still receiving many well protection program applications • Watersheds Canada- Natural Edge (shoreline restoration)- we had told watersheds Canada that we were not interested in participating but would help them connect with local groups. They are looking at getting some administration for the project. I will have a meeting with them to see what we could potentially get. • Pollinator gardens- materials, updates <p style="text-align: center;"><u>Summer Students</u></p> <ul style="list-style-type: none"> • I. Morden will be finished Aug 18th • C. Bishop will be finished Aug 25th • Plan to complete painting in next couple weeks <p style="text-align: center;"><u>NWIWMP</u></p> <ul style="list-style-type: none"> • Continuing to promote the surveys- the mail out is supposed to be due Aug 18th 	

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	<p style="text-align: center;"><u>IRNR</u></p> <ul style="list-style-type: none"> • Waiting on confirmation that the date to submit the budget will continue to be April 15th <p style="text-align: center;"><u>Building</u></p> <ul style="list-style-type: none"> • Bathrooms have been painted- new toilet paper and hand towel rack • Painting over pink salmon in main room <p style="text-align: center;"><u>Workshops</u></p> <ul style="list-style-type: none"> • MFBI/WIWD bus tour on August 24th if attending please sign up by August 18th. <p style="text-align: center;"><u>Meetings</u></p> <ul style="list-style-type: none"> • Staff Meetings • ABC come read with me in Eriksdale • Meeting with Pitlabo- no news yet, could be a few weeks • Manager/MAW meeting- discussing successes and challenges • IMWD Tour- would WIWD be interested in a tour? <p style="text-align: center;"><u>Other</u></p> <ul style="list-style-type: none"> • KJ Eavestroughing will be coming to the office by the end of the week • Staff Appraisal • Staff at RogerKimLee in Eriksdale • HR • Offer from Morden Team Solutions to buy old laptop. <p><u>385-23: J. Cruise – M. McLelland</u> BE IT RESOLVED THAT the Board approved to sell the old laptop to Morden Team Solutions for \$375.00.</p>	CARRIED
5.3	<p>Resource Technician Report</p> <ul style="list-style-type: none"> • GROW <ol style="list-style-type: none"> 1. Site Visits: Annual checks on completed projects; assessment of '23 projects 2. GROW site map creation (schedule B). 20+ additional (70+ total complete) 3. GROW Sisal vs Plastic Twine proposal created – shared at GROW coordinator meeting, shared with LGC committee – should be attached with this report. 4. Karsten Penner presented his watering systems during GROW coordinator meeting • PWCP <ol style="list-style-type: none"> 1. Created new participant profiles for 2023-2024 2. Created additional proposals 3. Identified feature type, BMP's, establishment cost(s) 4. In the process of creating over 150 site maps; 130+ complete 5. Summarized invoice eligibility for retroactive projects 6. Calculated projected PWCP reimbursement per project 7. Created project descriptions to be submitted to PAg. All approved applicants have descriptions complete. 8. Created "Grazing Plans" for Rotational Grazing submissions 9. Prepared 92 applications for PAg (comprised of applications, descriptions, grazing plans, photos). Approximately 92 applications reviewed/approved by P.Ag on August 14th 10. Bi-weekly PWCP meetings with Andres (MAW) 11. Submission of bi-weekly reports for PWCP 12. In contact with Andres multiple times per week regarding producer questions 	

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	<p>13. Contacting producers regarding PWCP invoice submission, application interest, eligibility</p> <p>14. Complete revisions on proposal submissions where required</p> <p>15. All Agreements/AGR1's for 2022 have been signed; majority of these repayments should have been received as of Aug.11, 2023.</p> <ul style="list-style-type: none"> ▪ Proposals awaiting PWCP staff approval for the 2023-2024 budget. ▪ Approved for 300k additional funds to the 605k initial (905k total); currently \$687,399.80 has been budgeted to applications – multiple producer contacts the past week. Awaiting application submissions from those producers. ▪ 133 approved applications, 4 dropped out due to inability to complete, 23 applications pending from last week, 1 application submitted awaiting LGC approval ▪ Cumulative values within current applications: Cover Crops – 2395 acres Rotational Grazing – 45.96miles Nitrogen Management – 21485 acres <ul style="list-style-type: none"> • 2 Billion Trees <ol style="list-style-type: none"> 1. Working on budgets with multiple landowners 2. July 25th meeting with Jeff Renton (AWES); <ol style="list-style-type: none"> a. Discussed changes to AWES application b. Cited concerns with AWES Agreement outline (cold storage) – Jeff stated this would not be an issue. c. Jeff mentioned he would have a new supplier cost sheet in the coming weeks (not received at this time). d. Discussed outline of cost-share cap desired by AWES (\$4/seedling when dividing total project cost by # seedlings) – Update to be given by AWES e. Spoke of “fall planting” which is mid-Aug to Sept – due to limitations with seedlings at this time of year (must be 24hr shipped in a refrigerated vehicle and exposed to oxygen within 48hrs) – the cost of fall planting is exponential due to shipping costs and would require many seedlings as offset. This makes the prospect of “fall planting” very unlikely/expensive • Pollinator Gardens <ol style="list-style-type: none"> 1. Kaitlyn/Bella paid for Grahamdale/West Interlake lumber; delivery to sites 2. Kelsey ordered soil for Grahamdale/Ashern locations 3. Bella created multiple designs for Pollinator Garden signage – these will be reviewed with MHHC to ensure appropriate logo placement. • WIWD <ol style="list-style-type: none"> 1. Appear to have fixed the finishing tray error SC792-4 that was quoted at least one \$500 trip from the technician. Hopefully no further issues arise. 2. Will be attending RogerKimLee event in Eriksdale on Saturday, August 19th (as we did last year), and promoting our additional PWCP funding availability, as well as other WIWD programming. 	
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	<p style="text-align: center;">3. Bus tour in partnership with MBFI to take place on August 24th (Mason Farms Ltd./EUR Ranches Ltd.)</p>	
5.4	<p>GROW Project Coordinator Report</p> <ul style="list-style-type: none"> • The GROW Committee resumed accepting new applications as of August 15, 2023. We are able to accept more applicants into both programs due to additional funding from MAW for the PWCP. • Calculated Projected Cost for 8 locations: <ul style="list-style-type: none"> ○ 1 riparian fencing project; ○ 1 Cover Crops (2 locations); ○ 2 Perennial Forages Projects (3 locations); ○ 2 Alternative Watering Systems Projects. ○ Total Projected cost - \$ 82,229.00; Projected GROW Payment - \$41,976. • Establishing communication with local producers by phone or at the office: discussed potential projects and assisted with application submission to 2 new producers; • Continuing communication with existing applicants by email, phone, or in person at the office. Up to date: <ul style="list-style-type: none"> ○ Contract was signed with 16 producers, waiting for invoices to process the claim; (25 locations) ○ Sketch was sent to 5 producers to identify the location on the map in order to prepare Schedule B and sign the Agreement; (10 locations) ○ Agreement was sent to 8 producers, waiting for signatures; ○ Working on updating Schedules A for 13 producers (25 locations); ○ Working on preparing Schedules A, B and Agreements for 12 producers (16 locations); ○ 3 producers withdrew their applications. • Processing documentation submitted by the applicants for the establishment of perennial forages, calculating the submitted project cost, preparing all documentation in order to issue a payment, recording data, mailing packages with copies of Agreement, payment calculations and cheques to the producers: <ul style="list-style-type: none"> ○ 14 claims have been processed to date. GROW Payment issued for the amount of \$74,640.85 • Merging data: projects on the contract approved but not completed in 2022; projects approved; and projects pending approval in 2023. Analyzed data and updated GROW Committee members at the meeting on August 15, 2023. <ul style="list-style-type: none"> ➤ GROW Funds allocated for Project Establishment 2021-2025: \$1,123,410.00 ➤ GROW Funds Paid from April 1,2021-up to date: \$407,728.85 ➤ GROW Funds available for the expenditure up until March 31, 2025 -\$715,681.15 ➤ GROW Funds allocated towards approved projects - \$465,139.00 ➤ GROW Funds remaining and available for future projects (until March 31, 2025) - \$250,542 • Preparation for the GROW Meeting: agenda, minutes, supporting documentation, recording and filing. • Assisted to Derek in research and the proposal preparation for the MHCC with the idea to include the use of sisal twine as an eligible activity under the GROW Program. The idea was pitched to GROW coordinators, GROW Committee members, and D. Timmerman, Watershed Planner. Proposal is available for your review. • Communication with Nardos Kidane, Water Management Planning Technologist (Hydrologic Forecasting & Water Management Technical Services & Operations, Manitoba Transportation and Infrastructure) pertaining to a permit to construct a low flow crossing on Burnt Lake Drain and Wagon Creek. We were notified that our application was sent for review on July 26, 2023. 	

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	<p>Letter written by T. Nevakshonoff, for Minister Johnson was provided to members via email prior to the meeting for review.</p> <p>388-23: J. Cruise – M. McLelland BE IT RESOLVED THAT the Board approved for K. Benson to send the above-mentioned letter, signed by N. Brandstrom, Chair of the WIWD, and T. Nevakshonoff, Chair of Swan Creek Sub District of WIWD and Chair of the Narcisse DU Public meeting in Lundar July 10th, 2023 to minister D. Johnson, cc'ing the RM of Armstrong and RM of Coldwell in the outgoing email.</p> <p>A copy of the letter is on file at the WIWD office.</p> <p>Duck's Unlimited will be conducting a water survey of the project on September 6th and 7th. The WIWD was invited to join the survey, an ATV would be required to access the project location. The board decided that they would not be sending a representative to the survey.</p> <p>After discussion on how involved the WIWD board was getting in the Narcisse DU project, B. Sigfusson and T. Nevakshonoff stated they will be volunteering any of their time spent dealing with the Narcisse project.</p>	
7.0	New Business	
7.1	<p>Right of Entry</p> <p>There had been an unwritten mutual agreement between the RM of Coldwell and the WIWD allowing the WIWD to house the c-can on the RM's property.</p> <p>The RM of Coldwell has brought forward a written agreement giving the WIWD the right to enter upon RM of Coldwell property _ being Lot 4-2-411 (east of WIWD property) _ to store the Sea Can storage unit and access any time as needed. In return for this service the WIWD will allow the new Museum building to share the WIWD well, thus eliminating the need to drill a new well on the RM property and possibly disturbing the WIWD well water.</p> <p>389-23: J. Cruise – B. Fleury BE IT RESOLVED THAT the Board approves the Right of Entry agreement brought forward by the RM of Coldwell.</p>	CARRIED
7.2	<p>MAW Convention</p> <p>The Board discussed options of which members would attend the MAW Convention on December 4th -6th in Brandon. Staff are to purchase 9 early-bird convention tickets for members, plus an additional 4 early-bird convention tickets for staff members.</p>	
7.3	<p>Community Tree Nursery Program</p> <p>Staff are waiting on final pricing from Sabados Greenhouse for the 2023-2024 Community Tree Nursery Program. Prices will have increased from the 2022-2023 rates.</p> <p>390-23: M. McLelland – B. Sigfusson BE IT RESOLVED THAT the Board approves to cover up to \$70.00 per household for the 2023-2024 Community Tree Nursery Program.</p>	CARRIED

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7.4	<p>Well Sealing</p> <p>The board discussed the increased cost for sealing flowing wells, decided to leave the program cap at \$1,000.00 per well.</p>	
7.5	<p>Nomination Committee</p> <p>J. Cruise, M. McLelland and K. Christensen met on August 1st to discuss the purpose of the nominating committee and functions it would serve. A written document was provided all board members prior to the meeting.</p> <p>The board had discussion on if a nominating committee would be beneficial, further discussion is needed at the next executive meeting.</p> <p>J. Cruise, M. McLelland and K. Christensen are to compose a formal document that can be sent to the RM's regarding the roles and responsibilities of sub-district members, and the importance of commitment to their appointment. The formal document will be reviewed at the September Executive meeting.</p>	
7.6	<p>Fish and Wildlife Enhancement Fund</p> <p>Recommendation from the Lake Francis and Shoal Lake Sub-district meeting on August 2nd, 2023 to restore the Lake Francis Spawning shoals.</p> <p>Staff had submitted a proposal for the 'Aquatic Ecosystem Restoration on Mercer Creek Drain' last year that was denied.</p> <p>After board discussion, staff are to apply for the Restoration of the Lake Francis Spawning Shoals and the Aquatic Ecosystem Restoration of Mercer Creek Drain.</p>	
7.7	<p>GROW Policy</p> <p>The LGC decided at the August 15th meeting that regular meeting dates for the LGC would be beneficial. LGC meetings will be held on the second (2nd) Monday of each month. The chair of the LGC and/or the GROW Program Coordinator will determine if a meeting is necessary and cancel if there are no projects to review.</p> <p>The updated policy SECTION 2.21 was presented to the board for review.</p>	
8.0	<p>In-Camera Discussion</p> <p>N / A</p>	
9.0	<p>Correspondence</p> <ul style="list-style-type: none"> ➤ Donation request for the 'Phil Cunningham Memorial Beach Bum Golf Day'. ➤ Email 'General Permit No. 59499; Due Sept 4, 2023' 	
10.0	<p>NEXT MEETING:</p> <p style="text-align: center;">September 21st, 2023 9:00 a.m. WIWD Office</p>	

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11.0	ADJOURNMENT 391-23: M. McLelland BE IT RESOLVED THAT we adjourn at 12:11 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/> Neil Brandstrom, Chairperson WIWD <hr/> Kelsey Benson, Manager WIWD	