

MINUTES OF MEETING NO.34-22

NAME Executive Board PAGE Page 1 of 7
 LOCATION WIWD Office DATE October 20, 2022

PRESENT:

N. Brandstrom	Chairperson	Dog Lake Sub District
T. Nevakshonoff	Vice Chair	Swan Creek Sub District
B. Sigfusson	Director	Shoal Lake Sub District
M. McLelland	Director	Swan Creek Sub District
G. Brown	Director	Lake Francis Sub District
J. Bittner	Director	Lake St. Martin Sub District
J. Cruise	Provincial Appointee	MECP
D. Timmerman	Watershed Planner	MECP
K. Benson	Manager	WIWD
K. Christensen	Financial Administrator	WIWD

REGRETS: L. Finney Director Dog Lake Sub District

WRITTEN BY: K. Christensen Financial Administrator WIWD

ITEM		ACTION BY
1.0	CALL TO ORDER N. Brandstrom called the meeting to order at 9:01 a.m.	
2.0	APPROVAL OF AGENDA <u>267-22: J. Cruise – T. Nevakshonoff</u> BE IT RESOLVED THAT the Board approved the agenda as presented with the additions of 7.7 New Members, and 7.8 Website.	CARRIED
3.0	APPROVAL OF MINUTES <u>268-22: J. Bittner – M. McLelland</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting #33-22, September 15, 2022 as presented.	CARRIED
4.0	FINANCIAL REPORT	
4.1	Bank Activity K. Christensen presented the financial report: Noventis Credit Union Statement of Accounts from September 1 to September 30, 2022; Visa Noventis Credit Card Details from July 30, 2022 to August 29, 2022; CIBC Visa Credit Card Details from July 22, 2022 to August 21, 2022; Account Reconciliation Summary Report from September 1, 2022 to September 30, 2022; Bank Account Transactions Report from September 13, 2022 to October 14, 2022; Comparative Income Statement – YTD from April 1, 2022 to October 14, 2022; Carryover of expenditures from April 1, 2022 to October 14, 2022. <u>269-22: B. Sigfusson – J. Cruise</u>	

MINUTES OF MEETING NO.34-22

NAME Executive Board PAGE Page 2 of 7
 LOCATION WIWD Office DATE October 20, 2022

ITEM		ACTION BY
1.0	<p>CALL TO ORDER</p> <p>N. Brandstrom called the meeting to order at 9:01 a.m.</p>	
	<p>BE IT RESOLVED THAT the Board approved the expenses of September 13, 2022 to October 14, 2022 \$50,725.07 (cheques # 886 - 913); Noventis Credit Union Statement of Accounts from September 1 to September 30, 2022; Visa Noventis Credit Card Details from July 30, 2022 to August 29, 2022; CIBC Visa Credit Card Details from July 22, 2022 to August 21, 2022; Account Reconciliation Summary Report from September 1, 2022 to September 30, 2022; Bank Account Transactions Report from September 13, 2022 to October 14, 2022; Comparative Income Statement – YTD from April 1, 2022 to October 14, 2022; Carryover of expenditures from April 1, 2022 to October 14, 2022.</p>	CARRIED
5.0	<p>SUB DISTRICT RECOMMENDATIONS</p> <p>N / A</p>	
6.0	<p>OLD BUSINESS</p>	
6.1	<p>Southwest Interlake Integrated Watershed Management plan (IWMP)</p> <p>There are still funds available after the workshop that presented the SW IWMP. Another workshop may be planned in the future to use the funds to promote the SW IWMP.</p>	
6.2	<p>Northwest Interlake IWMP</p> <p>The third meeting for the NW IWMP will be held on October 25th, 2022 at the Ashern Legion at 6:30 p.m..</p>	
6.3	<p>Policy</p> <p>Board discussed changes to be made to SECTIONS 17-23, Personnel Policy. Board reviewed SECTIONS 24-33, Personal Policy.</p>	
6.4	<p>GRowing Outcomes in Watersheds (GROW)</p> <p>Staff have been completing project inspections. K. Christensen submitted the Letter of Interest, intake for proposals opens up on November 1st, 2022.</p>	
6.5	<p>Tree Program</p> <p>Application intake opened on September 1st, 2022, will close on October 31st, 2022. Approximately 200 applications have been received up to date.</p>	
6.6	<p>Rental Building</p> <p>Staff have received resolutions from 6 of the 7 partnering Municipalities to date. Board discussed the purchase price that A&T Enterprises is asking.</p> <p>270-22: J. Cruise – B. Sigfusson</p>	CARRIED

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NAME Executive Board PAGE Page 3 of 7
 LOCATION WIWD Office DATE October 20, 2022

ITEM		ACTION BY
1.0	<p>CALL TO ORDER</p> <p>N. Brandstrom called the meeting to order at 9:01 a.m.</p>	
	<p>BE IT RESOLVED THAT the Board agreed to purchase the current district office building, 9 Main Street Lundar, MB for \$212,500.00.</p>	
6.7	<p>Water Retention Projects</p> <p>Staff visited one of the potential water retentions basin project sites, residents are no longer interested in carrying out the project as they thought they would be getting drainage done. Other potential project sites will be inspected by staff and available board members as soon as weather permits.</p>	
6.8	<p>On-Farm Climate Action Fund</p> <p>Staff are working with producers to enroll into the program. Staff are still receiving clarification on program specifics. MAW has data base training scheduled to train staff on the process of entering applications into the new database platform.</p>	
6.9	<p>Mulch</p> <p>The 2 pallets of hemp mats have been received, and are being stored in the c-can. Staff will transport boxes to Sabados Greenhouse next spring.</p>	
6.10	<p>Signing Authority</p> <p>Noventis Credit Union (Access) has completed the signing authority process. Board discussed the need to update all other accounts with new staff information.</p> <p><u>271-22: J. Bittner – M. McLelland</u> BE IT RESOLVED THAT the board approved K. Christensen to have access to the online banking for Access Credit Union (Previously Noventis Credit Union).</p> <p><u>272-22: J. Bittner – M. McLelland</u> BE IT RESOLVED THAT the board approved K. Christensen, K. Benson, and N. Brandstrom to have signing authority for the West Interlake Watershed District CIBC banking account. L. Miller to be removed from the signing authority for the West Interlake Watershed District CIBC banking account.</p> <p><u>273-22: J. Bittner – M. McLelland</u> BE IT RESOLVED THAT the board approved K. Bensons name will replace L. Millers on the West Interlake Watershed District CIBC Banking Account.</p>	<p>CARRIED</p> <p>CARRIED</p> <p>CARRIED</p>
6.11	<p>Staff Performance Review</p> <p>This matter is to be discussed In-Camera.</p>	
6.12	<p>MAW Conference</p> <p>Rooms are booked at the Canad Inns, and the Viscount Gord. Board discussed that names will be drawn from a hat to determine which members stay at each hotel, staff will be at the Canad Inns for convenience of working their shifts for the conference.</p>	

MINUTES OF MEETING NO.34-22

NAME Executive Board
 LOCATION WIWD Office

PAGE Page 4 of 7
 DATE October 20, 2022

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1.0	<p>CALL TO ORDER</p> <p>N. Brandstrom called the meeting to order at 9:01 a.m.</p>	
	The deadline for Early Bird Tickets is November 15 th , 2022.	
7.0	<p>NEW BUSINESS</p>	
7.1	<p>Remuneration</p> <p>Board discussed that K. Christensen will complete remuneration forms for board members, and will issue payment semi-annually (March 31st, September 30th).</p>	
7.2	<p>Green Kids</p> <p>Board discussed the options for Green Kids presenting at schools within the district. More information is required, staff will bring forward at the next meeting.</p>	TABLED
7.3	<p>Credit Card Points</p> <p>Staff informed the board on the current status of points on the Noventis Credit Card. When purchasing new electronics in the future, staff will explore the options of purchasing with the points on the Noventis Visa Credit Card.</p>	
7.4	<p>EFP Workshops</p> <p>Board discussed the idea of staff hosting EFP workshops for those who do not have access to the computers or internet to complete their EFP.</p> <p>274-22: B. Sigfusson – M. McLelland BE IT RESOLVED THAT the board approved to host EFP workshops during the winter months for producers who not have access to a computer or internet, or those who may require assistance.</p>	CARRIED
7.5	<p>AGM</p> <p>The Board discussed a date for the Annual General Meeting. The AGM will be held on January 10th, 2023 in Grahamdale / Moosehorn.</p>	
7.6	<p>Well Sealing</p> <p>The Board discussed an application that came in after the well had been sealed. The application cannot be accepted, the rules clearly state 'All projects must be approved by the Watershed District prior to construction and/or installation'.</p>	
7.7	<p>Members/Appointments</p> <p>The board discussed how next month's meeting would be carried out as Municipal elections are on October 26th, 2022 and some members may no longer be part of the board. D. Timmerman informed the board that all Watershed business, and meetings,</p>	

MINUTES OF MEETING NO.34-22

NAME Executive Board
 LOCATION WIWD Office

PAGE Page 5 of 7
 DATE October 20, 2022

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1.0	<p>CALL TO ORDER</p> <p>N. Brandstrom called the meeting to order at 9:01 a.m.</p>	
	<p>would continue as normal until the AGM, or a sub-district meeting is held to elect a new chair of the sub-district.</p>	
7.8	<p>Website</p> <p>Minutes are not up to date on the website. Staff are to update the website with all current information.</p>	
8.0	<p>REPORTS</p>	
8.1	<p>Chairperson Report</p> <p>N. Brandstrom gave a brief verbal update.</p>	
8.2	<p>MAW Rep Report</p> <p>J. Cruise attending the MAW meeting over Zoom, had a bad connection. Will attend future meetings in person.</p> <p>L. Miller had been nominated by the WIWD for the Watershed District Staff Builder Award, and T. Cook nominated by the WIWD for the Watershed District Award. Both recipients received the awards nominated for.</p>	
8.3	<p>Manager Report</p> <p>K .Benson gave a verbal report on duties performed. Written report is on file at the WIWD office.</p>	
8.4	<p>Watershed Planner Report</p> <p>D. Timmerman provided a brief verbal update.</p>	
8.5	<p>Human Resource Committee</p> <p>J. Bittner gave a brief verbal update.</p> <p>The board discussed appointing a new member to the Human Resource Committee as L. Miller has stepped down.</p> <p>The board discussed D. Kaartinen's enrollment in the MEBP benefit plan.</p> <p><u>275-22: J. Bittner – J. Cruise</u> BE IT RESOLVED THAT the Board appointed M. McLelland to sit on the Human Resource Committee.</p> <p><u>276-22: M. McLelland – J. Cruise</u> BE IT RESOLVED THAT the Board approved to enroll D. Kaartinen in the MEBP benefit plan at the end of the 3 month probation period, being October 12th, 2022.</p>	<p style="text-align: center;">CARRIED</p> <p style="text-align: center;">CARRIED</p>

MINUTES OF MEETING NO.34-22

NAME Executive Board
LOCATION WIWD Office

PAGE Page 7 of 7
DATE October 20, 2022

ITEM		ACTION BY
1.0	CALL TO ORDER N. Brandstrom called the meeting to order at 9:01 a.m.	
	<hr/> Kelsey Benson, Manager WIWD	