West Interlake Watershed District
Box 732, 9 Main Street
Lundar, Manitoba R0C 1Y0

MINUTES OF MEETING NO.80-26

NAME Executive Board PAGE Page **1** of **6**
LOCATION WIWD Office DATE September 17, 2026

PRESENT:	T. Nevakshonoff	Chairperson	WIWD
	B. Sigfusson	Board Appointee	WIWD
	J. Cruise	Provincial Appointee	WIWD / MAW
	B. Fleury	Director	Lake Francis Sub-District
	J. Stefanson	Director	Shoal Lake Sub- District
	D. Germain	Director	Dog Lake Sub-District
	S. Hofer	Director	Swan Creek Sub-District
	C. Howse	Director	Lake St. Martin Sub-District
	C. Cuvelier	Watershed Planner	MECP
	I.Zotter	Manager	WIWD
	D. Chartrand	Administrative & Outreach Coordinator	WIWD
REGRETS:	M. McLelland	Board Appointee/ Vice Chair	WIWD
WRITTEN BY:	D. Chartrand	Administrative & Outreach Coordinator	WIWD

ITEM		ACTION BY
1.0	**Call To Order** T. Nevakshonoff called the meeting to order at 9:00 a.m.	
2.0	**Approval of Agenda** **<u>716-26: D. Germain – S. Hofer</u>** **BE IT RESOLVED THAT** the Board approves the agenda as presented.	**CARRIED**
3.0	**Approval of Minutes** **<u>717-26: D. Germain – B. Sigfusson</u>** **BE IT RESOLVED THAT** the Board adopted the minutes of the Executive Board Meeting #79-26, August 20, 2026, as presented.	**CARRIED**
4.0	**Financial Update**	
4.1	**Bank Activity** The board reviewed the August 2026 Access Credit Union Statement, and the Collabria Credit Card Statement for the period of July 30, 2026 – August 28, 2026. A deposit log for the period of August 1 – September 8, 2026, and cheque log for the period of August 26 – September 11, 2026, and cheque numbers 3004-3015 were also reviewed by the board. **<u>718-26: B. Fleury – S. Hofer</u>** **BE IT RESOLVED THAT** the Board approved expenses of August 26 – September 11, 2026, in the amount of $13,625.57 cheque #3004-3015**;** Access Credit Union Statement of Accounts from August 1st, 2026 – August 31st, 2026; The Collabria Credit Card Statement for the period of July 30- August 28th, 2026.	**CARRIED**
5.0	**In Camera Discussion** D. Chartrand left the room. **<u>719-26: D.Germain – B. Sigfusson</u>** **BE IT RESOLVED THAT** the Board approves to move in-camera at 9:41 a.m.	**CARRIED**

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	I.Zotter declared a conflict of interest and exited the meeting. D. Chartrand re-entered the room at 9:55 a.m. **720-26:C. Howse– B. Sigfusson** **BE IT RESOLVED THAT** The Board approves to move out-of-camera at 10:17 a.m. **721-26 J. Cruise – D. Germain** **BE IT RESOLVED THAT** The board approves the Administrative and Outreach Coordinator offering K. Zotter a temporary office cleaning contract at the rate discussed during the in-camera discussion. **BE IT FURTHER RESOLVED THAT** The WIWD Administrative and Outreach Coordinator shall be responsible for communication and coordination with the contractor, including assigning and communicating cleaning requirements, confirming completion of services, reviewing invoices against the agreed terms, and submitting invoices through regular WIWD payment process. **BE IT FURTHER RESOLVED** THAT the Manager shall not be responsible for reviewing, approving, or authorizing payment invoices submitted by the contractor.	**CARRIED** **CARRIED**
6.0	**New Business**	
6.1	**MAW Conference** The Manitoba Association of Watersheds Conference will take place in Brandon, Manitoba, from December 7–9, 2026. The Board reviewed the conference agenda. The Manager inquired whether any Board members were interested in attending. **722-26 B. Fleury – D. Germain** **BE IT RESOLVED THAT** the Board approve attendance at the MAW Conference for up to five WIWD staff members and up to 10 WIWD Board / Sub-District Members and authorizes compensation and reimbursement of expenses associated with attendance in accordance with WIWD policies and approved rates. **BE IT FURTHER RESOLVED THAT** eligible expenses shall include conference registration, accommodations, meals, mileage and the official conference banquet for attendees and their guests. **BE IT FURTHER RESOLVED THAT** Board/ Sub-District members be compensated for travel time only in accordance with the board approved remuneration rates and WIWD Policy. **BE IT FURTHER RESOLVED THAT** WIWD staff be compensated for approved work hours and travel time in accordance with applicable WIWD employment terms and policies.	**CARRIED**
6.2	**MEBP** The Municipal Employees Benefits Plan (MEBP) was discussed in camera. Two additional employees are required to be enrolled in the MEBP program as soon as possible.	
6.3	**Rotational Grazing Tour** The WIWD will host a Rotational Grazing Tour on September 24, 2026, at EUR Ranch in Woodlands, Manitoba. The event will feature a demonstration of virtual fencing technology.	

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	The district has received 107 RSVPs to date. The Manager reported that two stagecoach buses have been reserved, and catering arrangements have been confirmed for the event.	
7.0	**Old Business**	
7.1	**Narcisse DU Project** T. Nevakshonoff gave a verbal update.	
7.2	**NW IWMP** The Watershed Planner noted there is a meeting planned for October 5, 2026, at 7:00 p.m. at the R.M office in Grahamdale.	
7.3	**RALP Program** The Manager presented RALP updates, noting that 24/25 Grassland final report has been submitted, 25/26 Grassland is completely allocated. 24/25 Riparian: Final payment has been deposited on September 15, 2026; 25/26 Riparian is due to be completed by September 30th, there are 3 projects needed to be paid out. A new RALP intake will open in October.	
7.4	**GROW Program** The Manager provided an update. The Board reviewed the LGC Meeting Minutes 53-26 dated August 10, 2026, as well as the GROW 2025/26 expenditure summary and the remaining GROW 2026/27 fund balance, current as of September 11, 2026. GROW 2024-2026 – Final Report has been approved; funds are expected to be received shortly; GROW 2025-2027 – Interim Report is in progress; GROW 2026-2028 – Budget and Work Plan to be amended; GROW 2027-2029 – Intake for LOI is open.	
7.5	**PWCP** The Manager provided an update. Staff are currently accepting new applications, with applicants being placed on a waiting list. Funding for fiscal year 2026/27 is fully allocated. The Board reviewed the current application value table.	
7.6	**Conservation Trust** The Manager provided an update. WIWD will be requesting an extension for the Pollinator Garden Project, along with a budget deviation to align the project budget with administrative costs and wages not accounted for in the original budget. The Manager also noted a new intake for LOI (Letter of Intent) is open; LOI is in progress for Virtual Fencing.	
7.7	**Green Municipal Fund**	

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	The manager provided an update. The GMF project is in progress. The Board reviewed the "RM of West Interlake Land-Use Change Study" that was completed by Strategic Systems Engineering.	
7.8	**Water Testing Days** The manager reported that the final receipt from Horizon Labs has been received and is in the process of being reconciled.	
7.9	**Financial Operations and Payroll** The Manager provided an update noting that the transition to outsourced financial operations and payroll is still in progress.	
7.10	**Fish and Wildlife Enhancement Fund** The Manager provided an update. The intake is currently open for Letters of Interest until September 30th, noting that the Technician is working with 3 Rural Municipalities within the District on three proposals.	
7.11	**Video Production** T. Nevakshonoff provided an update. The Video Production is still in progress. The next steps are to arrange a meeting between WIWD and EIWD, and the potential videographer.	
7.12	**Letters of Support** The Manager provided an update. The Letters of Support originally requested by the Manitoba Association of Watershed (MAW) are no longer required. The WIWD will resume discussion once an update from MAW is received.	
7.13	**Policy – Cell Phone Reimbursement** **<u>723-26 B. Fleury – D. Germain</u>** **BE IT RESOLVED THAT** The Board hereby adopts the Cell Phone Service Plan Reimbursement Policy after the second reading.	**CARRIED**
8.0	**Reports**	
8.1	**Manager** Reviewed by the Board and filed at the office. The Manager requested vacation leave for December 14–22, 2026.	
8.2	**Technician Report** Reviewed by the Board and filed at the office.	
8.3	**Environmental Technician Assistant Report** Reviewed by the Board and filed at the office.	

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8.4	**Administrative and Outreach Coordinator Report** Reviewed by the Board and filed at the office.	
8.5	**Environmental Technician Assistant 2 Report** Reviewed by the Board and filed at the office.	
8.6	**Chairperson Report** T. Nevakshonoff provided a verbal update.	
8.7	**MAW Rep Report** J. Cruise provided an update.	
8.8	**Watershed Planner Report** Watershed Planning and Programs Provincial Update – September 2026 was provided in the meeting packages.	
9.0	**Sub-District Recommendations** Sub-District Chairs are to arrange Sub-District Meetings. The following dates have been proposed: - October 5th, 2026 @ 5:30 p.m. – Lake St. Martin and Dog Lake - October 22nd, 2026 @ 7:00 p.m. – Lake Francis and Shoal Lake - October 27th, 2026 @ 5:30 p.m. – Swan Creek	
10.0	**Correspondence** N/A	
11.0	**Next Meeting:** **October 15th, 2026** **9:00 a.m.** **WIWD Office**	
12.0	**ADJOURNMENT** **<u>724-26 D. Germain – J. Stefanson</u>** **BE IT RESOLVED THAT we adjourn at 1:05 p.m.**	**CARRIED**
	These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors.	

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Tom Nevakshonoff, Chairperson WIWD

Irina Zotter, Manager WIWD