

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 1 of 11

June 20, 2024

PRESENT:

T. Nevakshonoff

M. McLelland

D. Germain

S. Hofer

J. Stefanson

B. Fleury

C. Howse

J. Cruise

D. Timmerman

I. Zotter

K. Christensen

Chairperson

Board Appointee/Vice Chair

Director

Director

Director

Director

Director

Provincial Appointee

Watershed Planner

Manager/GROW Coordinator

Financial Administrator

WIWD

WIWD

Dog Lake Sub-District

Swan Creek Sub-District

Shoal Lake Sub District

Lake Francis Sub District

Lake St. Martin Sub District

WIWD / MAW

MECP

WIWD

WIWD

REGRETS:

B. Sigfusson

Board Appointee

WIWD

WRITTEN BY:

K. Christensen

Financial Administrator

WIWD

ITEM		ACTION BY
1.0	Call To Order T. Nevakshonoff called the meeting to order at 2:03 p.m.	
2.0	Approval of Agenda <u>485-24: D. Germain – S. Hofer</u> BE IT RESOLVED THAT the Board approved the agenda with the following additions: 5.8 Environmental Technician Assistant Report 10.3 Lake St.Martin Outlet Channel update	CARRIED
3.0	Approval of Minutes <u>486-24: J. Stefanson – D. Germain</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting #54-24, May 9, 2024 as presented.	CARRIED
4.0	Financial Report	
4.1	Bank Activity K. Christensen presented the financial report: Access Credit Union Statement of Accounts from May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024. <u>487-24: B. Fleury – J. Stefanson</u> BE IT RESOLVED THAT the Board approved the expenses of May 8 th , 2024 to June 17 th , 2024 of \$42,778.53 (cheques # 1484-1517); Access Credit Union Statement of Accounts May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024.	CARRIED
5.0	Reports	

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 2 of 11

June 20, 2024

5.1	<div><div>Financial Administrator Report</div><div><div>Payroll</div><div>Financials</div><div><div>➤ Finalized and submitted the 2024-25 Final Budget.<div><div>○ Watershed planner advised that some of the new programming will need to be moved to a different line category within the budget to align with the provincial reporting structure. Changes will be made once adjustments are received.</div></div></div><div>➤ Enrolled in the Pre-Authorized payment plan for our MB Hydro monthly bills</div></div><div><div>Audit</div><div><div>➤ Prepared and sent documents to Sensus.</div><div>➤ Sensus came to the office on May 29, to conduct the audit</div><div>➤ Prepared and sent additional documents to Sensus</div><div>➤ Received the listing of Auditing Adjusting entries on June 17th, started on adjustments, and updating the cost-share schedule to send back to Sensus.</div></div></div><div><div>Admin</div><div><div>➤ Wrote mtg minutes for: Executive mtg #54-24, May 9th, 2024;</div><div>➤ Prepared packages for the Executive meeting</div><div>➤ Submitted the article for the Current magazine</div><div>➤ Completed the monthly Business Payroll Survey for Statistics Canada</div><div>➤ Booked 6 rooms at the Victora Inns in Brandon for the MGFA conference</div><div>➤ Emailed members in regards to the All Members meeting, booked venue, and organized meeting</div></div></div><div><div>GROW</div><div><div>➤ Printed all financial reports for GROW Coordinator for GROW reporting</div><div>➤ Worked with GROW Coordinator on reporting</div></div></div><div><div>Water Testing Days</div><div><div>➤ Inputting applications into excel table on a weekly basis</div><div>➤ Approval email to applicants is sent out every Friday</div><div>➤ Approval list to RM's is sent every Friday</div><div>➤ Collected Water samples from RM's and delivered to the lab on May 21st<div><div>○ 109 Residents</div><div>○ 109 Coliform & E.coli samples</div><div>○ 25 Advanced Drinking Water Quality samples</div></div></div><div>➤ Approximately 110 request forms received and entered for the June 25th testing day, and approximately 30 requests waiting to be entered</div><div>➤ Approximately \$12,000.00 has been utilized</div></div></div><div><div>Community Tree Nursery Program</div><div><div>➤ Sent reminder emails to applicants – all orders were to be picked up by May 31st, 2024</div><div>➤ Called applicants who had not yet picked up their orders</div><div>➤ Picked up remaining trees from Sabados on June 4th.<div><div>○ There were 44 trees that had not bee picked up, one order of 8 trees got picked up at the office as the applicant had made prior arrangements.</div><div>○ Each staff member took 4 trees home</div><div>○ 9 Haskaps were given to the RM of Grahamdale for their food forest in the park</div><div>○ 15 trees were given to Oak Point Community Centre</div></div></div></div></div><div><div>2 Billion Trees</div><div><div>➤ Went with Technician to pick-up the 2BT order from the EIWD and delivered to landowners – May 22nd</div><div>➤ Checked and counted the trees that were delivered to the RM of Coldwell through the MB 2BT – June 13th</div></div></div></div></div>	
-----	---	--

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 3 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<p>FoodCycler Rebate</p> <ul style="list-style-type: none">➤ Created application form for the FoodCycler Rebate Program➤ Created Payment stub template and tracking system➤ To date, we have issued 5 \$50.00 rebates for the FoodCycler FC30 model, and 2 \$100.00 rebates for the FoodCycler Eco 5 model all resident were from RM of St.Laurent <p>Bat Houses</p> <ul style="list-style-type: none">➤ Created Inventory tracking sheet➤ To date 57 2 chamber bat houses have been ordered and delivered to the office (\$2,788.36)➤ 37 have been sold (\$740.00)<ul style="list-style-type: none">○ 5 houses to 5 residents of the RM of Coldwell○ 15 houses to 10 residents of the RM of St.Luarent○ 1 house to 1 resident of the RM of Woodlands○ 5 houses to 3 residents of the RM of West Interlake○ 11 houses to 6 residents of the RM of Grahamdale➤ 50 4-chamber Bat Houses have been purchased, awaiting delivery <p>Meetings</p> <ul style="list-style-type: none">➤ Narcisse DU meeting at the Lundar Ag Multipurpose Building – May 17th➤ Administrators meeting in Gimli - May 23rd & 24th <p>Other</p> <ul style="list-style-type: none">➤ Phone calls/meetings with producers regarding current and future applications➤ WIWD monthly newsletter➤ Water Samples at the Burnt Lake Drain with D. Kaartinen	
5.2	<p>Managers / GROW Coordinator Report</p> <p><u>Project Updates</u></p> <ul style="list-style-type: none">➤ Communication with applicants and Horizon Lab representatives regarding Water Testing Days (receiving applications, sending confirmation emails, printing request, phone calls/emails with lab)➤ Follow-ups on Projects and communication with existing applicants (PWCP, GROW)➤ Communication with new applicants.➤ Communication with applicants and contractors involved in the Well Water Protection and Well Chlorination Programs. Accepting applications, sending request for quotes, work orders and etc. 7 well orders issued.➤ Communication with suppliers, applicants regarding Bat Houses Program. Direct connections have been established with suppliers Whitehorse and Big Bat House, resulting in a negotiated price reduction to an average of \$34 CAD per unit, down from the previous price of \$50-60.➤ 54 bat houses ordered from Whitehorse. Additionally, two three-chamber bat houses, each supporting up to 300 bats, have been received, along with a refund for a previously ordered bat house from Amazon, courtesy of the supplier, demonstrating their support for our cause and interest in further cooperation.➤ An account has also been set up with eBrand on B2B Shop. Received access to purchase Bee Houses from Big Bat House Company at a 50% discount off their current posted price. Placed an order for Bat Houses and Bee Houses at 50% discount from posted price. Bat House – under \$35.00 each, and Bee House under \$19.00 <p><u>Funding</u></p> <ul style="list-style-type: none">➤ Communication with Eco Canada grant associate Andrea Palacios, Project Manager, regarding Science Horizons Youth Internship Program.➤ Submitted a request for a donation to the iA Financial Group, requesting funds in the amount of \$3,500.00 to support the Bat Houses Program.	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 4 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

- Submitted a request for funding to The White Feather Foundation, requesting funds in the amount of \$5,000.00 to support the Bat Houses Program.
- Communication with Alicia Zurba, Program Officer, from Canada Summer Jobs Program regarding our confirmed funding. Updated funding details and contact information,

NWIWMP

- Communication with D. Kornelsen, he will be assisting in establishing communication and cooperation with First Nation Communities.

IRNR
N/A

Workshops/Conferences

- “Grantseeking Solo: Secure Awards With Limited Staff” – webinar on May 22, 2024
- Webinar by the MEBP regarding Pension Plan on May 29, 2024
- Webinar by Tech Soup: “Closing the Power Gap: How Collective Action Can Remake AI—and the World” on May 30, 2024

Meetings

- WIWD LGC meeting on May 13, 2024
- Meeting with D. Kornelsen on May 14, 2024
- Meeting with Mary-Jane Orr and Armand Belanger, Interlake planning Event, on May 15, 2024
- Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on May 15, 2024
- Narcisse Meeting on May 17, 2024
- Monthly WD & EGS Manitoba - Lunch & Learn Series on June 5, 2024
- Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on June 12, 2024
- GROW Coordinators meeting on June 12, 2024
- Meeting with applicants for the Summer Student position on June 12, 2024
- Executive Board Meeting (The preparation of the agenda and supporting documentation) June 20, 2024
- All members Meeting on June 20, 2024

WIWD Expansion
N/A

Social Media

- Created content for social media (Facebook and Instagram) with Canva
- Scheduled content with Meta Business Suit promoting our district, services, programs
- Monitored Meta Business and Google statistics.
- Communication with Tara from Eriksdale Chamber of Commerce regarding promoting our services and District as a new member through social media.
- Communication with Ana Morozova regarding branding campaign for the PWCP.

GROW Program

- The GROW Program accepting new applications.

MINUTES OF MEETING NO.55-24

NAME
LOCATION

Executive Board
Lundar Golf Course

PAGE
DATE

Page 5 of 11
June 20, 2024

	<div>The data for three GROW Trust: 2021-2023, 2022-2024, and 2023-2025.</div> <div><div>➤ GROW Funds allocated for the Project Establishment 2021-2025: \$1,146,762.00</div><div>➤ GROW Funds Paid from April 1,2021 to March 31, 2024 for project establishment: \$707,642.64</div><div>➤ GROW Funds paid from April 1, 2021 to March 31, 2024 for project delivery: \$148,191</div><div>➤ GROW funds paid from April 1, 2023 – March 31, 2024 for project establishment: \$374,555</div><div>➤ GROW Funds allocated towards approved projects - \$181,181.00</div><div>➤ GROW Funds remaining and available for future projects (until March 31, 2025) - \$257,938</div><div>➤ Grow 2024-2026 funds approved for \$777,302.00</div><div>➤ Total amount secured until March 31, 2026 -\$1,035,240</div><div>➤ Continue working on the following reports: Final Reports for GROW 2021-2023 and 2022-2024, Interim Report for GROW 2023-2025, and Monitoring Reports for GROW 2021-2023 and 2022-2024.</div></div> <div><div>General</div><div><div>➤ Communication with potential job candidates for the Environmental Technician Assistant position.</div><div>➤ Communication with Doug Johnson and Greg Morden to address any technical issues with network, web emails and site, devices.</div><div>➤ Communication with key players involved in the Narcisse Project to organize a follow-up meeting on May 17, 2024</div><div>➤ Provided Orientation and Training to our new employee.</div><div>➤ Communication with potential applicants under the Green Team funding. Phone calls, emails, setting interviews, conducting interviews. Updated Scholarship Form for 2024, communication with applicants.</div><div>➤ Communicated with Mary-Jane Orr and EIWD regarding the events that will be hosted in July and August to promote sustainable practices and regenerative agriculture.</div><div>➤ Communication with Matthew Marchesan, sale representative from eScribe. Reviewed the proposal. Declined services.</div></div></div>	
5.3	<div>Resource Technician Report</div> <div><div><div>GROW</div><div><div>1. Wetland & Riparian Incentives; Continued referencing ESA data and producer submissions</div><div>2. Wetland & Riparian site assessment, ground truthing/drone photos</div><div>3. Met with LO's regarding GROW/PWCP interest</div><div>4. Site inspection</div></div></div><div><div>PWCP</div><div><div>1. Created new participant profiles</div><div>2. Created additional proposals</div><div>3. Identified feature type, BMP's, establishment cost(s)</div><div>4. Summarized invoice eligibility for retroactive and current projects FY 2023 & 2024</div><div>5. Calculated projected PWCP reimbursement per project FY 2023 & 2024</div><div>6. Creating Soil Landscape Coding document for each project FY 2023 & 2024</div><div>7. In contact with Brett regarding queries, FY 2024 rollout, events, etc</div></div></div></div>	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 6 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<div><div><div>8. Contacting producers regarding invoice submission, before/after photos, project status</div><div>9. Complete revisions on proposal submissions where required</div><div>10. Inspected some completed PWCP projects</div><div>11. Creating agreements for each approved proposal, forwarding alongside AGR-1 forms to be filled & sending completed agreements to MAW.</div><div>12. Completed PWCP event list update to date</div><div>13. Completed PWCP monthly report</div><div>14. Bi-weekly PWCP meetings with Brett (MAW)<div><div>Friday, June 7th (cancelled)</div><div>Next bi-weekly meeting June 21st</div></div></div><div>15. Distributing new applications; accepting FY 2024 applications – processing completed FY 2024 projects.</div><div>16. Processing new applications for LGC approval; then P.Ag approval</div><div>17. Processing high value final projects for FY 2023; PWCP 2023 submission deadline for producers is June 30th 2024. Extensive LO contacts to ensure each is to have data submitted and project completed prior to deadline.</div></div><div><div>• 2 Billion Trees (AWES)<div><div>1. LO contacts for the 2025 planting year; awaiting app submissions</div><div>2. Trees arrived at EIWD; the RM of Coldwell kindly lent us their trailer, allowing for ease of distribution. Hemp mats were loaded; trees were sorted at EIWD and then delivered to each of the 4 planting project locations. Over 3000 trees and hemp mats delivered & established</div><div>3. Portion of site assessments complete; remainder to be carried out in the next couple weeks.</div><div>4. Continued discussion regarding diffuse planting for 2025; meeting date to be set in the following weeks.</div><div>5. Submitted species special request list to AWES; if feasible, for future consideration</div></div></div><div><div>• 2 Billion Trees (Manitoba)<div><div>○ Contact with MB Forestry & Peatlands regarding tree distribution for public spaces</div><div>○ Create & distribute planting guide and responsibility document for participating groups/RM's as reference material</div><div>○ Trees were distributed on 2 separate delivery dates to 6 locations. 530/571 trees distributed this far, each in value from approx \$100-200 per tree. This adds great value to public spaces and saves substantial funds from an RM's budget.</div><div>○ The remaining 41 trees will be delivered at a decided date once MB Forestry & Peatlands receives them from their supplier.</div><div>○ MB Forestry & Peatland also delivered 1000 white spruce plugs and 700 willow cuttings to the district as requested. These trees are all distributed/spoken for within planting projects.</div><div>○ MB Forestry & Peatlands has been contacted regarding our interest in future participation if the program is to carry forward, and how we may expand upon or improve the program.</div></div></div><div><div>• WIWD<div><div>1. Pollinator garden signs & seed distributed under Conservation Trust</div><div>2. Water testing days May 21st with Kaitlyn – Horizon Labs; next date June 25th</div><div>3. Community tree orders that were not picked up by applicants were retained and redistributed by the WIWD.</div><div>4. Lundar Fair Saturday June 15th – a lot of vocalized interest in tree planting & bat houses</div><div>5. Burnt Lake Drain water samples (Lake Wpg Foundation – Phosphorous)</div></div></div></div></div></div></div>	
--	--	--

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 7 of 11

June 20, 2024

	6. Website updates	
5.4	Chairperson Report T. Nevakshonoff gave a verbal report.	
5.5	MAW Rep Report Report is on file at the office	
5.6	HR Report M. McLelland gave a verbal report; 2 interviews for a summer student position were held on June 12 th , 2024.	
5.7	Watershed Planner Report D. Timmerman gave a verbal update.	
5.8	Environmental Technician Assistant Report <ul style="list-style-type: none">Getting familiarized with the WIWD policies and ongoing programs.Helped with introducing bat houses to the land owners.Familiarized myself with the EGS database, tried creating agreements and features.Attended the GROW coordinator meeting and learned more about EGS database.Learned about the well water protection program and entered a demo case into EGS database.Helped with Lundar fair (June 14th and 15th).Helped rating articles for scholarship.Helped answering questions about water testing program and entered application data.Helped drafting sisal twine application (GROW).	
6.0	In Camera Discussion <u>487-24: M. McLelland – J. Cruise</u> BE IT RESOLVED THAT the board moves in-camera at 3:49 p.m. <u>488-24: J. Cruise – M. McLelland</u> BE IT RESOLVED THAT the board moves out-of-camera at 4:12 p.m. <u>489-24: J. Cruise – C. Howse</u> BE IT RESOLVED THAT the board approves to hire I. Bours as a summer student for 3 days a week at \$17.00/hr, starting July 2 nd , 2024.	CARRIED CARRIED CARRIED
7.0	Old Business	
7.1	WIWD Expansion The Watershed Planner reported on recent departmental changes. Kelly-Anne will serve as Director of Water Science and Watershed Management for the next six	

MINUTES OF MEETING NO.55-24

NAME
LOCATION

Executive Board
Lundar Golf Course

PAGE
DATE

Page 8 of 11
June 20, 2024

	months, leaving her role in the Watershed District Program. Lacy Kontzie has taken over as Manager of Watershed Planning and Programs, and April North has accepted the position of Regional Manager of Community Pasture. The WIWD Expansion is expected to be finalized within the next few months.	
7.2	Audit Sensus visited the office on May 29 th , 2024 to conduct the Audit for the fiscal year ending March 31 st , 2023. Financial Administrator is waiting to receive the draft Audit from Sensus to get Board approval before submitting to the province.	
7.3	Narcisse DU Project WIWD Chairperson updated Board members on the meeting that was held on May 17 th , 2024 at 1:00 p.m. at the Lundar Agricultural Multipurpose Building.	
7.4	WIWD Bird House Program Manager provided an update on current 2-chamber bat house inventory sold to date. The office is expected to receive a shipment of 50 2-chamber bat houses and 50 bee houses in the coming weeks, and a shipment of 50 4-chamber bat houses in the middle of August.	
7.5	RALP Program The following proposals were approved: <ul style="list-style-type: none">• <i>Agroforestry Establishment in the West Interlake Watershed District 2024</i> for the amount of \$20,000.00 (to plant a 5-row Shelterbelts, covering approximately 15 acres)• <i>Exclusion Fencing in the West Interlake Watershed District to Enhance and Restore Riparian Areas – 2024</i> in the amount of \$100,000.00 (to install approximately 8 km of riparian fence and 2 alternative watering systems)• <i>Cultivating Environmental Resilience through Perennial Forage Establishment.</i> In the amount of \$100,000.00 (to seed 2000 acres of perennial forages)	
7.6	GROW Program The Manager provided an update on the status of GROW funds. As of now, the WIWD has approximately \$258,000 remaining from the GROW Trust 2023-2025. In the 2023-2024 fiscal year, the WIWD expended approximately \$375,000 through the GROW program. In the 2023-2024 fiscal year, several conservation efforts were achieved. Specifically, 3,520 acres were seeded with perennial forages, 2,460 acres were planted with cover crops, and 9 alternative watering systems were installed.	
7.7	Urban Green Team Funding This matter was discussed in-camera.	
7.8	Canada Summer Job B. Morden will join our team and start working with us on June 24, 2024.	

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 9 of 11

June 20, 2024

7.9	<p>ECO Canada</p> <p>Funding had been pre-approved for up to 80% of wages to a maximum of \$25,000.000. The WIWD had 30 days to recruit an employee, which expired on May 8, 2024. The WIWD had received an extension till June 8, 2024.</p> <p>The WIWD was unable to fill the position, resulting in the loss of the funding.</p>	
7.10	<p>Water Testing Days</p> <p>The first day of the Water Testing Days program took place on May 21st, 2024. Staff transported 109 Coliform & E.coli samples and 25 Advanced Drinking Water Quality samples.</p> <p>The second testing day will take place on June 25th, 2024.</p> <p>As of now, the WIWD has received 253 requests for water sampling, with an estimated cost of \$12,530.</p> <p>Once the results are in, staff will analyze them and present the findings to the Board at the next Executive Meeting, along with updated numbers of transported samples, providing a comprehensive overview of the water sampling program's progress and outcomes.</p>	
7.11	<p>PWCP</p> <p>The WIWD received confirmation on the 2024-25 fiscal year Prairie Watershed Climate Program funds, \$685,000.00 have been allocated to the WIWD.</p>	
7.12	<p>Website Upgrades</p> <p>Staff will be exploring the possibility of developing a website for the WIWD in-house.</p>	
7.13	<p>Tree Program</p> <p>The 2023-24 tree program is now complete, all trees have been picked up and distributed.</p> <p>The new application intake will begin in September.</p> <p>Staff are to explore the potential to revamp the Community Tree Nursery Program for the 2024-25 fiscal year and bring a proposal with recommended changes to the Executive Board.</p>	
8.0	<p>New Business</p>	
8.1	<p>MAW Tour (August 14-15), MAW Conference (December 2-4), MFGA Conference (November 12-13)</p> <p>The annual MAW tour will take place August 14th & 15th, accommodations in Morden and Winkler. The Executive board agreed upon a max of 8 WIWD representatives to attend.</p> <p>The annual MAW Conference will take place at the Canad Inns in Brandon, December 2nd – 4th. The Executive Board agreed upon a max of 12 WIWD representatives to attend.</p>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Lundar Golf Course

PAGE

Page 10 of 11

DATE

June 20, 2024

	<p>Manitoba Forage and Grasslands Association is holding their annual Conference on November 12th and 13th at the Victoria Inn in Brandon. The WIWD Local GROW Committee previously agreed upon a max of 6 WIWD representatives attending. The Executive Board agreed upon a max of 3 additional WIWD representatives to attend.</p>	
8.2	<p>Well Water Protection</p> <p>An issue has arisen with a flowing well that had been sealed in the Moosehorn area during the winter of 2024, and is now leaking. The contractor contacted the WIWD to request additional funds on top of the \$1,000.00 already rendered for services when the job was initially completed, to re-seal the well.</p> <p>Manager to collect more information on the project, before the Executive Board can make a decision.</p>	
	<p>B R E A K</p> <p>5:44 p.m. – 6:05 p.m.</p> <p>D. Timmerman left the meeting.</p>	
10.0	<p>Sub-District Recommendations</p>	
10.1	<p>Report on Climate Adaptation and Disaster Mitigation Workshop</p> <p>Tabled</p> <p>Dog Lake Sub-district chair is still waiting for report from presenters.</p>	
10.2	<p>Recommendations</p> <p>Tabled</p>	
10.3	<p>Lake St.Martin Outlet Channel</p> <p>Lake St.Martin Sub-district chair gave a verbal update on the current status of the Lake St.Martin Outlet Channel.</p>	
11.0	<p>Correspondence</p> <p>Tabled</p>	
12.0	<p>Review of Action Items</p> <p>Reviewed the status of Action Items from Executive meeting #54-24, May 9th, 2024.</p> <p>Action Items for Executive meeting #55-24, June 20th, 2024:</p> <ul style="list-style-type: none">• Staff to contact Access Credit Union to inquire about applying interest earned towards the loan.• Executive members to review Sub District recommendations, will discuss further at the July meeting.• Manager to collect more information on the Flowing well in Moosehorn,	

MINUTES OF MEETING NO.55-24

NAME

Executive Board

LOCATION

Lundar Golf Course

PAGE

Page 11 of 11

DATE

June 20, 2024

13.0	<div>NEXT MEETING:</div> <div>July 18th, 2024 (tentatively)</div> <div>9:00 a.m.</div> <div>WIWD Office</div>	
15.0	<div>ADJOURNMENT</div> <div>490-24: M. McLelland – S. Hofer</div> <div>BE IT RESOLVED THAT we adjourn at 6:31 p.m.</div>	CARRIED
	<div>These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors</div>	
	<div>Tom Nevakshonoff, Chairperson WIWD</div> <div>Irina Zotter, Manager / GROW Coordinator WIWD</div>	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 1 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024
PRESENT:	T. Nevakshonoff M. McLelland D. Germain S. Hofer J. Stefanson B. Fleury C. Howse J. Cruise D. Timmerman I. Zotter K. Christensen	Chairperson Board Appointee/Vice Chair Director Director Director Director Director Provincial Appointee Watershed Planner Manager/GROW Coordinator Financial Administrator	WIWD WIWD Dog Lake Sub-District Swan Creek Sub-District Shoal Lake Sub District Lake Francis Sub District Lake St. Martin Sub District WIWD / MAW MECP WIWD WIWD
REGRETS:	B. Sigfusson	Board Appointee	WIWD
WRITTEN BY:	K. Christensen	Financial Administrator	WIWD

ITEM		ACTION BY
1.0	Call To Order T. Nevakshonoff called the meeting to order at 2:03 p.m.	
2.0	Approval of Agenda <u>485-24: D. Germain – S. Hofer</u> BE IT RESOLVED THAT the Board approved the agenda with the following additions: 5.8 Environmental Technician Assistant Report 10.3 Lake St.Martin Outlet Channel update	CARRIED
3.0	Approval of Minutes <u>486-24: J. Stefanson – D. Germain</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting #54-24, May 9, 2024 as presented.	CARRIED
4.0	Financial Report	
4.1	Bank Activity K. Christensen presented the financial report: Access Credit Union Statement of Accounts from May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024. <u>487-24: B. Fleury – J. Stefanson</u> BE IT RESOLVED THAT the Board approved the expenses of May 8 th , 2024 to June 17 th , 2024 of \$42,778.53 (cheques # 1484-1517); Access Credit Union Statement of Accounts May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024.	CARRIED
5.0	Reports	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 2 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

5.1	<p>Financial Administrator Report</p> <p>Payroll</p> <p>Financials</p> <ul style="list-style-type: none">➤ Finalized and submitted the 2024-25 Final Budget.<ul style="list-style-type: none">○ Watershed planner advised that some of the new programming will need to be moved to a different line category within the budget to align with the provincial reporting structure. Changes will be made once adjustments are received.➤ Enrolled in the Pre-Authorized payment plan for our MB Hydro monthly bills <p>Audit</p> <ul style="list-style-type: none">➤ Prepared and sent documents to Sensus.➤ Sensus came to the office on May 29, to conduct the audit➤ Prepared and sent additional documents to Sensus➤ Received the listing of Auditing Adjusting entries on June 17th, started on adjustments, and updating the cost-share schedule to send back to Sensus. <p>Admin</p> <ul style="list-style-type: none">➤ Wrote mtg minutes for: Executive mtg #54-24, May 9th, 2024;➤ Prepared packages for the Executive meeting➤ Submitted the article for the Current magazine➤ Completed the monthly Business Payroll Survey for Statistics Canada➤ Booked 6 rooms at the Victora Inns in Brandon for the MGFA conference➤ Emailed members in regards to the All Members meeting, booked venue, and organized meeting <p>GROW</p> <ul style="list-style-type: none">➤ Printed all financial reports for GROW Coordinator for GROW reporting➤ Worked with GROW Coordinator on reporting <p>Water Testing Days</p> <ul style="list-style-type: none">➤ Inputting applications into excel table on a weekly basis➤ Approval email to applicants is sent out every Friday➤ Approval list to RM's is sent every Friday➤ Collected Water samples from RM's and delivered to the lab on May 21st<ul style="list-style-type: none">○ 109 Residents○ 109 Coliform & E.coli samples○ 25 Advanced Drinking Water Quality samples➤ Approximately 110 request forms received and entered for the June 25th testing day, and approximately 30 requests waiting to be entered➤ Approximately \$12,000.00 has been utilized <p>Community Tree Nursery Program</p> <ul style="list-style-type: none">➤ Sent reminder emails to applicants – all orders were to be picked up by May 31st, 2024➤ Called applicants who had not yet picked up their orders➤ Picked up remaining trees from Sabados on June 4th.<ul style="list-style-type: none">○ There were 44 trees that had not bee picked up, one order of 8 trees got picked up at the office as the applicant had made prior arrangements.○ Each staff member took 4 trees home○ 9 Haskaps were given to the RM of Grahamdale for their food forest in the park○ 15 trees were given to Oak Point Community Centre <p>2 Billion Trees</p> <ul style="list-style-type: none">➤ Went with Technician to pick-up the 2BT order from the EIWD and delivered to landowners – May 22nd➤ Checked and counted the trees that were delivered to the RM of Coldwell through the MB 2BT – June 13th	
-----	---	--

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 3 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<p>FoodCycler Rebate</p> <ul style="list-style-type: none">➤ Created application form for the FoodCycler Rebate Program➤ Created Payment stub template and tracking system➤ To date, we have issued 5 \$50.00 rebates for the FoodCycler FC30 model, and 2 \$100.00 rebates for the FoodCycler Eco 5 model all resident were from RM of St.Laurent <p>Bat Houses</p> <ul style="list-style-type: none">➤ Created Inventory tracking sheet➤ To date 57 2 chamber bat houses have been ordered and delivered to the office (\$2,788.36)➤ 37 have been sold (\$740.00)<ul style="list-style-type: none">○ 5 houses to 5 residents of the RM of Coldwell○ 15 houses to 10 residents of the RM of St.Luarent○ 1 house to 1 resident of the RM of Woodlands○ 5 houses to 3 residents of the RM of West Interlake○ 11 houses to 6 residents of the RM of Grahamdale➤ 50 4-chamber Bat Houses have been purchased, awaiting delivery <p>Meetings</p> <ul style="list-style-type: none">➤ Narcisse DU meeting at the Lundar Ag Multipurpose Building – May 17th➤ Administrators meeting in Gimli - May 23rd & 24th <p>Other</p> <ul style="list-style-type: none">➤ Phone calls/meetings with producers regarding current and future applications➤ WIWD monthly newsletter➤ Water Samples at the Burnt Lake Drain with D. Kaartinen	
5.2	<p>Managers / GROW Coordinator Report</p> <p><u>Project Updates</u></p> <ul style="list-style-type: none">➤ Communication with applicants and Horizon Lab representatives regarding Water Testing Days (receiving applications, sending confirmation emails, printing request, phone calls/emails with lab)➤ Follow-ups on Projects and communication with existing applicants (PWCP, GROW)➤ Communication with new applicants.➤ Communication with applicants and contractors involved in the Well Water Protection and Well Chlorination Programs. Accepting applications, sending request for quotes, work orders and etc. 7 well orders issued.➤ Communication with suppliers, applicants regarding Bat Houses Program. Direct connections have been established with suppliers Whitehorse and Big Bat House, resulting in a negotiated price reduction to an average of \$34 CAD per unit, down from the previous price of \$50-60.➤ 54 bat houses ordered from Whitehorse. Additionally, two three-chamber bat houses, each supporting up to 300 bats, have been received, along with a refund for a previously ordered bat house from Amazon, courtesy of the supplier, demonstrating their support for our cause and interest in further cooperation.➤ An account has also been set up with eBrand on B2B Shop. Received access to purchase Bee Houses from Big Bat House Company at a 50% discount off their current posted price. Placed an order for Bat Houses and Bee Houses at 50% discount from posted price. Bat House – under \$35.00 each, and Bee House under \$19.00 <p><u>Funding</u></p> <ul style="list-style-type: none">➤ Communication with Eco Canada grant associate Andrea Palacios, Project Manager, regarding Science Horizons Youth Internship Program.➤ Submitted a request for a donation to the iA Financial Group, requesting funds in the amount of \$3,500.00 to support the Bat Houses Program.	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 4 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

- Submitted a request for funding to The White Feather Foundation, requesting funds in the amount of \$5,000.00 to support the Bat Houses Program.
- Communication with Alicia Zurba, Program Officer, from Canada Summer Jobs Program regarding our confirmed funding. Updated funding details and contact information,

NWIWMP

- Communication with D. Kornelsen, he will be assisting in establishing communication and cooperation with First Nation Communities.

IRNR
N/A

Workshops/Conferences

- “Grantseeking Solo: Secure Awards With Limited Staff” – webinar on May 22, 2024
- Webinar by the MEBP regarding Pension Plan on May 29, 2024
- Webinar by Tech Soup: “Closing the Power Gap: How Collective Action Can Remake AI—and the World” on May 30, 2024

Meetings

- WIWD LGC meeting on May 13, 2024
- Meeting with D. Kornelsen on May 14, 2024
- Meeting with Mary-Jane Orr and Armand Belanger, Interlake planning Event, on May 15, 2024
- Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on May 15, 2024
- Narcisse Meeting on May 17, 2024
- Monthly WD & EGS Manitoba - Lunch & Learn Series on June 5, 2024
- Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on June 12, 2024
- GROW Coordinators meeting on June 12, 2024
- Meeting with applicants for the Summer Student position on June 12, 2024
- Executive Board Meeting (The preparation of the agenda and supporting documentation) June 20, 2024
- All members Meeting on June 20, 2024

WIWD Expansion
N/A

Social Media

- Created content for social media (Facebook and Instagram) with Canva
- Scheduled content with Meta Business Suit promoting our district, services, programs
- Monitored Meta Business and Google statistics.
- Communication with Tara from Eriksdale Chamber of Commerce regarding promoting our services and District as a new member through social media.
- Communication with Ana Morozova regarding branding campaign for the PWCP.

GROW Program

- The GROW Program accepting new applications.

MINUTES OF MEETING NO.55-24

NAME
LOCATION

Executive Board
Lundar Golf Course

PAGE
DATE

Page 5 of 11
June 20, 2024

	<div><p>The data for three GROW Trust: 2021-2023, 2022-2024, and 2023-2025.</p><ul style="list-style-type: none">➤ GROW Funds allocated for the Project Establishment 2021-2025: \$1,146,762.00➤ GROW Funds Paid from April 1,2021 to March 31, 2024 for project establishment: \$707,642.64➤ GROW Funds paid from April 1, 2021 to March 31, 2024 for project delivery: \$148,191➤ GROW funds paid from April 1, 2023 – March 31, 2024 for project establishment: \$374,555➤ GROW Funds allocated towards approved projects - \$181,181.00➤ GROW Funds remaining and available for future projects (until March 31, 2025) - \$257,938➤ Grow 2024-2026 funds approved for \$777,302.00➤ Total amount secured until March 31, 2026 -\$1,035,240➤ Continue working on the following reports: Final Reports for GROW 2021-2023 and 2022-2024, Interim Report for GROW 2023-2025, and Monitoring Reports for GROW 2021-2023 and 2022-2024.</div> <div><p><u>General</u></p><ul style="list-style-type: none">➤ Communication with potential job candidates for the Environmental Technician Assistant position.➤ Communication with Doug Johnson and Greg Morden to address any technical issues with network, web emails and site, devices.➤ Communication with key players involved in the Narcisse Project to organize a follow-up meeting on May 17, 2024➤ Provided Orientation and Training to our new employee.➤ Communication with potential applicants under the Green Team funding. Phone calls, emails, setting interviews, conducting interviews. Updated Scholarship Form for 2024, communication with applicants.➤ Communicated with Mary-Jane Orr and EIWD regarding the events that will be hosted in July and August to promote sustainable practices and regenerative agriculture.➤ Communication with Matthew Marchesan, sale representative from eScribe. Reviewed the proposal. Declined services.</div>	
5.3	<div><p>Resource Technician Report</p><ul style="list-style-type: none">• GROW<ol style="list-style-type: none">1. Wetland & Riparian Incentives; Continued referencing ESA data and producer submissions2. Wetland & Riparian site assessment, ground truthing/drone photos3. Met with LO's regarding GROW/PWCP interest4. Site inspection• PWCP<ol style="list-style-type: none">1. Created new participant profiles2. Created additional proposals3. Identified feature type, BMP's, establishment cost(s)4. Summarized invoice eligibility for retroactive and current projects FY 2023 & 20245. Calculated projected PWCP reimbursement per project FY 2023 & 20246. Creating Soil Landscape Coding document for each project FY 2023 & 20247. In contact with Brett regarding queries, FY 2024 rollout, events, etc</div>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 6 of 11

June 20, 2024

	<div><div><div>8. Contacting producers regarding invoice submission, before/after photos, project status</div><div>9. Complete revisions on proposal submissions where required</div><div>10. Inspected some completed PWCP projects</div><div>11. Creating agreements for each approved proposal, forwarding alongside AGR-1 forms to be filled & sending completed agreements to MAW.</div><div>12. Completed PWCP event list update to date</div><div>13. Completed PWCP monthly report</div><div>14. Bi-weekly PWCP meetings with Brett (MAW)<div><div>▪ Friday, June 7th (cancelled)</div><div>▪ Next bi-weekly meeting June 21st</div></div></div><div>15. Distributing new applications; accepting FY 2024 applications – processing completed FY 2024 projects.</div><div>16. Processing new applications for LGC approval; then P.Ag approval</div><div>17. Processing high value final projects for FY 2023; PWCP 2023 submission deadline for producers is June 30th 2024. Extensive LO contacts to ensure each is to have data submitted and project completed prior to deadline.</div></div><div><div>• 2 Billion Trees (AWES)</div><div><div>1. LO contacts for the 2025 planting year; awaiting app submissions</div><div>2. Trees arrived at EIWD; the RM of Coldwell kindly lent us their trailer, allowing for ease of distribution. Hemp mats were loaded; trees were sorted at EIWD and then delivered to each of the 4 planting project locations. Over 3000 trees and hemp mats delivered & established</div><div>3. Portion of site assessments complete; remainder to be carried out in the next couple weeks.</div><div>4. Continued discussion regarding diffuse planting for 2025; meeting date to be set in the following weeks.</div><div>5. Submitted species special request list to AWES; if feasible, for future consideration</div></div></div><div><div>• 2 Billion Trees (Manitoba)</div><div><div>○ Contact with MB Forestry & Peatlands regarding tree distribution for public spaces</div><div>○ Create & distribute planting guide and responsibility document for participating groups/RM's as reference material</div><div>○ Trees were distributed on 2 separate delivery dates to 6 locations. 530/571 trees distributed this far, each in value from approx \$100-200 per tree. This adds great value to public spaces and saves substantial funds from an RM's budget.</div><div>○ The remaining 41 trees will be delivered at a decided date once MB Forestry & Peatlands receives them from their supplier.</div><div>○ MB Forestry & Peatland also delivered 1000 white spruce plugs and 700 willow cuttings to the district as requested. These trees are all distributed/spoken for within planting projects.</div><div>○ MB Forestry & Peatlands has been contacted regarding our interest in future participation if the program is to carry forward, and how we may expand upon or improve the program.</div></div></div><div><div>• WIWD</div><div><div>1. Pollinator garden signs & seed distributed under Conservation Trust</div><div>2. Water testing days May 21st with Kaitlyn – Horizon Labs; next date June 25th</div><div>3. Community tree orders that were not picked up by applicants were retained and redistributed by the WIWD.</div><div>4. Lundar Fair Saturday June 15th – a lot of vocalized interest in tree planting & bat houses</div><div>5. Burnt Lake Drain water samples (Lake Wpg Foundation – Phosphorous)</div></div></div></div>	
--	--	--

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Lundar Golf Course

PAGE

Page 7 of 11

DATE

June 20, 2024

	6. Website updates	
5.4	Chairperson Report T. Nevakshonoff gave a verbal report.	
5.5	MAW Rep Report Report is on file at the office	
5.6	HR Report M. McLelland gave a verbal report; 2 interviews for a summer student position were held on June 12 th , 2024.	
5.7	Watershed Planner Report D. Timmerman gave a verbal update.	
5.8	Environmental Technician Assistant Report <ul style="list-style-type: none">Getting familiarized with the WIWD policies and ongoing programs.Helped with introducing bat houses to the land owners.Familiarized myself with the EGS database, tried creating agreements and features.Attended the GROW coordinator meeting and learned more about EGS database.Learned about the well water protection program and entered a demo case into EGS database.Helped with Lundar fair (June 14th and 15th).Helped rating articles for scholarship.Helped answering questions about water testing program and entered application data.Helped drafting sisal twine application (GROW).	
6.0	In Camera Discussion <u>487-24: M. McLelland – J. Cruise</u> BE IT RESOLVED THAT the board moves in-camera at 3:49 p.m. <u>488-24: J. Cruise – M. McLelland</u> BE IT RESOLVED THAT the board moves out-of-camera at 4:12 p.m. <u>489-24: J. Cruise – C. Howse</u> BE IT RESOLVED THAT the board approves to hire I. Bours as a summer student for 3 days a week at \$17.00/hr, starting July 2 nd , 2024.	CARRIED CARRIED CARRIED
7.0	Old Business	
7.1	WIWD Expansion The Watershed Planner reported on recent departmental changes. Kelly-Anne will serve as Director of Water Science and Watershed Management for the next six	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 8 of 11

June 20, 2024

	<p>months, leaving her role in the Watershed District Program. Lacy Kontzie has taken over as Manager of Watershed Planning and Programs, and April North has accepted the position of Regional Manager of Community Pasture. The WIWD Expansion is expected to be finalized within the next few months.</p>	
7.2	<p>Audit</p> <p>Sensus visited the office on May 29th, 2024 to conduct the Audit for the fiscal year ending March 31st, 2023. Financial Administrator is waiting to receive the draft Audit from Sensus to get Board approval before submitting to the province.</p>	
7.3	<p>Narcisse DU Project</p> <p>WIWD Chairperson updated Board members on the meeting that was held on May 17th, 2024 at 1:00 p.m. at the Lundar Agricultural Multipurpose Building.</p>	
7.4	<p>WIWD Bird House Program</p> <p>Manager provided an update on current 2-chamber bat house inventory sold to date. The office is expected to receive a shipment of 50 2-chamber bat houses and 50 bee houses in the coming weeks, and a shipment of 50 4-chamber bat houses in the middle of August.</p>	
7.5	<p>RALP Program</p> <p>The following proposals were approved:</p> <ul style="list-style-type: none">• <i>Agroforestry Establishment in the West Interlake Watershed District 2024</i> for the amount of \$20,000.00 (to plant a 5-row Shelterbelts, covering approximately 15 acres)• <i>Exclusion Fencing in the West Interlake Watershed District to Enhance and Restore Riparian Areas – 2024</i> in the amount of \$100,000.00 (to install approximately 8 km of riparian fence and 2 alternative watering systems)• <i>Cultivating Environmental Resilience through Perennial Forage Establishment.</i> In the amount of \$100,000.00 (to seed 2000 acres of perennial forages)	
7.6	<p>GROW Program</p> <p>The Manager provided an update on the status of GROW funds. As of now, the WIWD has approximately \$258,000 remaining from the GROW Trust 2023-2025. In the 2023-2024 fiscal year, the WIWD expended approximately \$375,000 through the GROW program.</p> <p>In the 2023-2024 fiscal year, several conservation efforts were achieved. Specifically, 3,520 acres were seeded with perennial forages, 2,460 acres were planted with cover crops, and 9 alternative watering systems were installed.</p>	
7.7	<p>Urban Green Team Funding</p> <p>This matter was discussed in-camera.</p>	
7.8	<p>Canada Summer Job</p> <p>B. Morden will join our team and start working with us on June 24, 2024.</p>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Lundar Golf Course

PAGE

Page 9 of 11

DATE

June 20, 2024

7.9	<p>ECO Canada</p> <p>Funding had been pre-approved for up to 80% of wages to a maximum of \$25,000.000. The WIWD had 30 days to recruit an employee, which expired on May 8, 2024. The WIWD had received an extension till June 8, 2024.</p> <p>The WIWD was unable to fill the position, resulting in the loss of the funding.</p>	
7.10	<p>Water Testing Days</p> <p>The first day of the Water Testing Days program took place on May 21st, 2024. Staff transported 109 Coliform & E.coli samples and 25 Advanced Drinking Water Quality samples.</p> <p>The second testing day will take place on June 25th, 2024.</p> <p>As of now, the WIWD has received 253 requests for water sampling, with an estimated cost of \$12,530.</p> <p>Once the results are in, staff will analyze them and present the findings to the Board at the next Executive Meeting, along with updated numbers of transported samples, providing a comprehensive overview of the water sampling program's progress and outcomes.</p>	
7.11	<p>PWCP</p> <p>The WIWD received confirmation on the 2024-25 fiscal year Prairie Watershed Climate Program funds, \$685,000.00 have been allocated to the WIWD.</p>	
7.12	<p>Website Upgrades</p> <p>Staff will be exploring the possibility of developing a website for the WIWD in-house.</p>	
7.13	<p>Tree Program</p> <p>The 2023-24 tree program is now complete, all trees have been picked up and distributed.</p> <p>The new application intake will begin in September.</p> <p>Staff are to explore the potential to revamp the Community Tree Nursery Program for the 2024-25 fiscal year and bring a proposal with recommended changes to the Executive Board.</p>	
8.0	<p>New Business</p>	
8.1	<p>MAW Tour (August 14-15), MAW Conference (December 2-4), MFGA Conference (November 12-13)</p> <p>The annual MAW tour will take place August 14th & 15th, accommodations in Morden and Winkler. The Executive board agreed upon a max of 8 WIWD representatives to attend.</p> <p>The annual MAW Conference will take place at the Canad Inns in Brandon, December 2nd – 4th. The Executive Board agreed upon a max of 12 WIWD representatives to attend.</p>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 10 of 11

June 20, 2024

	<p>Manitoba Forage and Grasslands Association is holding their annual Conference on November 12th and 13th at the Victoria Inn in Brandon. The WIWD Local GROW Committee previously agreed upon a max of 6 WIWD representatives attending. The Executive Board agreed upon a max of 3 additional WIWD representatives to attend.</p>	
8.2	<p>Well Water Protection</p> <p>An issue has arisen with a flowing well that had been sealed in the Moosehorn area during the winter of 2024, and is now leaking. The contractor contacted the WIWD to request additional funds on top of the \$1,000.00 already rendered for services when the job was initially completed, to re-seal the well.</p> <p>Manager to collect more information on the project, before the Executive Board can make a decision.</p>	
	<p>B R E A K</p> <p>5:44 p.m. – 6:05 p.m.</p> <p>D. Timmerman left the meeting.</p>	
10.0	<p>Sub-District Recommendations</p>	
10.1	<p>Report on Climate Adaptation and Disaster Mitigation Workshop</p> <p>Tabled</p> <p>Dog Lake Sub-district chair is still waiting for report from presenters.</p>	
10.2	<p>Recommendations</p> <p>Tabled</p>	
10.3	<p>Lake St.Martin Outlet Channel</p> <p>Lake St.Martin Sub-district chair gave a verbal update on the current status of the Lake St.Martin Outlet Channel.</p>	
11.0	<p>Correspondence</p> <p>Tabled</p>	
12.0	<p>Review of Action Items</p> <p>Reviewed the status of Action Items from Executive meeting #54-24, May 9th, 2024.</p> <p>Action Items for Executive meeting #55-24, June 20th, 2024:</p> <ul style="list-style-type: none">Staff to contact Access Credit Union to inquire about applying interest earned towards the loan.Executive members to review Sub District recommendations, will discuss further at the July meeting.Manager to collect more information on the Flowing well in Moosehorn,	

MINUTES OF MEETING NO.55-24

NAME

Executive Board

PAGE

Page 11 of 11

LOCATION

Lundar Golf Course

DATE

June 20, 2024

13.0	<div>NEXT MEETING:</div> <div>July 18th, 2024 (tentatively)</div> <div>9:00 a.m.</div> <div>WIWD Office</div>	
15.0	<div>ADJOURNMENT</div> <div>490-24: M. McLelland – S. Hofer</div> <div>BE IT RESOLVED THAT we adjourn at 6:31 p.m.</div>	CARRIED
	<div>These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors</div>	
	<div>Tom Nevakshonoff, Chairperson WIWD</div> <div>Irina Zotter, Manager / GROW Coordinator WIWD</div>	

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 1 of 11

June 20, 2024

PRESENT:

T. Nevakshonoff

M. McLelland

D. Germain

S. Hofer

J. Stefanson

B. Fleury

C. Howse

J. Cruise

D. Timmerman

I. Zotter

K. Christensen

Chairperson

Board Appointee/Vice Chair

Director

Director

Director

Director

Director

Provincial Appointee

Watershed Planner

Manager/GROW Coordinator

Financial Administrator

WIWD

WIWD

Dog Lake Sub-District

Swan Creek Sub-District

Shoal Lake Sub District

Lake Francis Sub District

Lake St. Martin Sub District

WIWD / MAW

MECP

WIWD

WIWD

REGRETS:

B. Sigfusson

Board Appointee

WIWD

WRITTEN BY:

K. Christensen

Financial Administrator

WIWD

ITEM		ACTION BY
1.0	Call To Order T. Nevakshonoff called the meeting to order at 2:03 p.m.	
2.0	Approval of Agenda <u>485-24: D. Germain – S. Hofer</u> BE IT RESOLVED THAT the Board approved the agenda with the following additions: 5.8 Environmental Technician Assistant Report 10.3 Lake St.Martin Outlet Channel update	CARRIED
3.0	Approval of Minutes <u>486-24: J. Stefanson – D. Germain</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting #54-24, May 9, 2024 as presented.	CARRIED
4.0	Financial Report	
4.1	Bank Activity K. Christensen presented the financial report: Access Credit Union Statement of Accounts from May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024. <u>487-24: B. Fleury – J. Stefanson</u> BE IT RESOLVED THAT the Board approved the expenses of May 8 th , 2024 to June 17 th , 2024 of \$42,778.53 (cheques # 1484-1517); Access Credit Union Statement of Accounts May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024.	CARRIED
5.0	Reports	

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 2 of 11

June 20, 2024

5.1	<div><div>Financial Administrator Report</div><div><div>Payroll</div><div>Financials</div><div><div>➤ Finalized and submitted the 2024-25 Final Budget.<div><div>○ Watershed planner advised that some of the new programming will need to be moved to a different line category within the budget to align with the provincial reporting structure. Changes will be made once adjustments are received.</div></div></div><div>➤ Enrolled in the Pre-Authorized payment plan for our MB Hydro monthly bills</div></div><div><div>Audit</div><div><div>➤ Prepared and sent documents to Sensus.</div><div>➤ Sensus came to the office on May 29, to conduct the audit</div><div>➤ Prepared and sent additional documents to Sensus</div><div>➤ Received the listing of Auditing Adjusting entries on June 17th, started on adjustments, and updating the cost-share schedule to send back to Sensus.</div></div></div><div><div>Admin</div><div><div>➤ Wrote mtg minutes for: Executive mtg #54-24, May 9th, 2024;</div><div>➤ Prepared packages for the Executive meeting</div><div>➤ Submitted the article for the Current magazine</div><div>➤ Completed the monthly Business Payroll Survey for Statistics Canada</div><div>➤ Booked 6 rooms at the Victora Inns in Brandon for the MGFA conference</div><div>➤ Emailed members in regards to the All Members meeting, booked venue, and organized meeting</div></div></div><div><div>GROW</div><div><div>➤ Printed all financial reports for GROW Coordinator for GROW reporting</div><div>➤ Worked with GROW Coordinator on reporting</div></div></div><div><div>Water Testing Days</div><div><div>➤ Inputting applications into excel table on a weekly basis</div><div>➤ Approval email to applicants is sent out every Friday</div><div>➤ Approval list to RM's is sent every Friday</div><div>➤ Collected Water samples from RM's and delivered to the lab on May 21st<div><div>○ 109 Residents</div><div>○ 109 Coliform & E.coli samples</div><div>○ 25 Advanced Drinking Water Quality samples</div></div></div><div>➤ Approximately 110 request forms received and entered for the June 25th testing day, and approximately 30 requests waiting to be entered</div><div>➤ Approximately \$12,000.00 has been utilized</div></div></div><div><div>Community Tree Nursery Program</div><div><div>➤ Sent reminder emails to applicants – all orders were to be picked up by May 31st, 2024</div><div>➤ Called applicants who had not yet picked up their orders</div><div>➤ Picked up remaining trees from Sabados on June 4th.<div><div>○ There were 44 trees that had not bee picked up, one order of 8 trees got picked up at the office as the applicant had made prior arrangements.</div><div>○ Each staff member took 4 trees home</div><div>○ 9 Haskaps were given to the RM of Grahamdale for their food forest in the park</div><div>○ 15 trees were given to Oak Point Community Centre</div></div></div></div></div><div><div>2 Billion Trees</div><div><div>➤ Went with Technician to pick-up the 2BT order from the EIWD and delivered to landowners – May 22nd</div><div>➤ Checked and counted the trees that were delivered to the RM of Coldwell through the MB 2BT – June 13th</div></div></div></div></div>	
-----	---	--

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 3 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<p>FoodCycler Rebate</p> <ul style="list-style-type: none">➤ Created application form for the FoodCycler Rebate Program➤ Created Payment stub template and tracking system➤ To date, we have issued 5 \$50.00 rebates for the FoodCycler FC30 model, and 2 \$100.00 rebates for the FoodCycler Eco 5 model all resident were from RM of St.Laurent <p>Bat Houses</p> <ul style="list-style-type: none">➤ Created Inventory tracking sheet➤ To date 57 2 chamber bat houses have been ordered and delivered to the office (\$2,788.36)➤ 37 have been sold (\$740.00)<ul style="list-style-type: none">○ 5 houses to 5 residents of the RM of Coldwell○ 15 houses to 10 residents of the RM of St.Luarent○ 1 house to 1 resident of the RM of Woodlands○ 5 houses to 3 residents of the RM of West Interlake○ 11 houses to 6 residents of the RM of Grahamdale➤ 50 4-chamber Bat Houses have been purchased, awaiting delivery <p>Meetings</p> <ul style="list-style-type: none">➤ Narcisse DU meeting at the Lundar Ag Multipurpose Building – May 17th➤ Administrators meeting in Gimli - May 23rd & 24th <p>Other</p> <ul style="list-style-type: none">➤ Phone calls/meetings with producers regarding current and future applications➤ WIWD monthly newsletter➤ Water Samples at the Burnt Lake Drain with D. Kaartinen	
5.2	<p>Managers / GROW Coordinator Report</p> <p><u>Project Updates</u></p> <ul style="list-style-type: none">➤ Communication with applicants and Horizon Lab representatives regarding Water Testing Days (receiving applications, sending confirmation emails, printing request, phone calls/emails with lab)➤ Follow-ups on Projects and communication with existing applicants (PWCP, GROW)➤ Communication with new applicants.➤ Communication with applicants and contractors involved in the Well Water Protection and Well Chlorination Programs. Accepting applications, sending request for quotes, work orders and etc. 7 well orders issued.➤ Communication with suppliers, applicants regarding Bat Houses Program. Direct connections have been established with suppliers Whitehorse and Big Bat House, resulting in a negotiated price reduction to an average of \$34 CAD per unit, down from the previous price of \$50-60.➤ 54 bat houses ordered from Whitehorse. Additionally, two three-chamber bat houses, each supporting up to 300 bats, have been received, along with a refund for a previously ordered bat house from Amazon, courtesy of the supplier, demonstrating their support for our cause and interest in further cooperation.➤ An account has also been set up with eBrand on B2B Shop. Received access to purchase Bee Houses from Big Bat House Company at a 50% discount off their current posted price. Placed an order for Bat Houses and Bee Houses at 50% discount from posted price. Bat House – under \$35.00 each, and Bee House under \$19.00 <p><u>Funding</u></p> <ul style="list-style-type: none">➤ Communication with Eco Canada grant associate Andrea Palacios, Project Manager, regarding Science Horizons Youth Internship Program.➤ Submitted a request for a donation to the iA Financial Group, requesting funds in the amount of \$3,500.00 to support the Bat Houses Program.	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 4 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

- Submitted a request for funding to The White Feather Foundation, requesting funds in the amount of \$5,000.00 to support the Bat Houses Program.
- Communication with Alicia Zurba, Program Officer, from Canada Summer Jobs Program regarding our confirmed funding. Updated funding details and contact information,

NWIWMP

- Communication with D. Kornelsen, he will be assisting in establishing communication and cooperation with First Nation Communities.

IRNR
N/A

Workshops/Conferences

- “Grantseeking Solo: Secure Awards With Limited Staff” – webinar on May 22, 2024
- Webinar by the MEBP regarding Pension Plan on May 29, 2024
- Webinar by Tech Soup: “Closing the Power Gap: How Collective Action Can Remake AI—and the World” on May 30, 2024

Meetings

- WIWD LGC meeting on May 13, 2024
- Meeting with D. Kornelsen on May 14, 2024
- Meeting with Mary-Jane Orr and Armand Belanger, Interlake planning Event, on May 15, 2024
- Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on May 15, 2024
- Narcisse Meeting on May 17, 2024
- Monthly WD & EGS Manitoba - Lunch & Learn Series on June 5, 2024
- Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on June 12, 2024
- GROW Coordinators meeting on June 12, 2024
- Meeting with applicants for the Summer Student position on June 12, 2024
- Executive Board Meeting (The preparation of the agenda and supporting documentation) June 20, 2024
- All members Meeting on June 20, 2024

WIWD Expansion
N/A

Social Media

- Created content for social media (Facebook and Instagram) with Canva
- Scheduled content with Meta Business Suit promoting our district, services, programs
- Monitored Meta Business and Google statistics.
- Communication with Tara from Eriksdale Chamber of Commerce regarding promoting our services and District as a new member through social media.
- Communication with Ana Morozova regarding branding campaign for the PWCP.

GROW Program

- The GROW Program accepting new applications.

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 5 of 11

June 20, 2024

	<div><div>The data for three GROW Trust: 2021-2023, 2022-2024, and 2023-2025.</div><div><div>➤ GROW Funds allocated for the Project Establishment 2021-2025: \$1,146,762.00</div><div>➤ GROW Funds Paid from April 1,2021 to March 31, 2024 for project establishment: \$707,642.64</div><div>➤ GROW Funds paid from April 1, 2021 to March 31, 2024 for project delivery: \$148,191</div><div>➤ GROW funds paid from April 1, 2023 – March 31, 2024 for project establishment: \$374,555</div><div>➤ GROW Funds allocated towards approved projects - \$181,181.00</div><div>➤ GROW Funds remaining and available for future projects (until March 31, 2025) - \$257,938</div><div>➤ Grow 2024-2026 funds approved for \$777,302.00</div><div>➤ Total amount secured until March 31, 2026 -\$1,035,240</div><div>➤ Continue working on the following reports: Final Reports for GROW 2021-2023 and 2022-2024, Interim Report for GROW 2023-2025, and Monitoring Reports for GROW 2021-2023 and 2022-2024.</div></div><div><div>General</div><div><div>➤ Communication with potential job candidates for the Environmental Technician Assistant position.</div><div>➤ Communication with Doug Johnson and Greg Morden to address any technical issues with network, web emails and site, devices.</div><div>➤ Communication with key players involved in the Narcisse Project to organize a follow-up meeting on May 17, 2024</div><div>➤ Provided Orientation and Training to our new employee.</div><div>➤ Communication with potential applicants under the Green Team funding. Phone calls, emails, setting interviews, conducting interviews. Updated Scholarship Form for 2024, communication with applicants.</div><div>➤ Communicated with Mary-Jane Orr and EIWD regarding the events that will be hosted in July and August to promote sustainable practices and regenerative agriculture.</div><div>➤ Communication with Matthew Marchesan, sale representative from eScribe. Reviewed the proposal. Declined services.</div></div></div></div>	
5.3	<div><div>Resource Technician Report</div><div><div><div>GROW</div><div><div>1. Wetland & Riparian Incentives; Continued referencing ESA data and producer submissions</div><div>2. Wetland & Riparian site assessment, ground truthing/drone photos</div><div>3. Met with LO's regarding GROW/PWCP interest</div><div>4. Site inspection</div></div></div><div><div>PWCP</div><div><div>1. Created new participant profiles</div><div>2. Created additional proposals</div><div>3. Identified feature type, BMP's, establishment cost(s)</div><div>4. Summarized invoice eligibility for retroactive and current projects FY 2023 & 2024</div><div>5. Calculated projected PWCP reimbursement per project FY 2023 & 2024</div><div>6. Creating Soil Landscape Coding document for each project FY 2023 & 2024</div><div>7. In contact with Brett regarding queries, FY 2024 rollout, events, etc</div></div></div></div></div>	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 6 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<div>8. Contacting producers regarding invoice submission, before/after photos, project status</div> <div>9. Complete revisions on proposal submissions where required</div> <div>10. Inspected some completed PWCP projects</div> <div>11. Creating agreements for each approved proposal, forwarding alongside AGR-1 forms to be filled & sending completed agreements to MAW.</div> <div>12. Completed PWCP event list update to date</div> <div>13. Completed PWCP monthly report</div> <div>14. Bi-weekly PWCP meetings with Brett (MAW)<div><div>▪ Friday, June 7th (cancelled)</div><div>▪ Next bi-weekly meeting June 21st</div></div></div> <div>15. Distributing new applications; accepting FY 2024 applications – processing completed FY 2024 projects.</div> <div>16. Processing new applications for LGC approval; then P.Ag approval</div> <div>17. Processing high value final projects for FY 2023; PWCP 2023 submission deadline for producers is June 30th 2024. Extensive LO contacts to ensure each is to have data submitted and project completed prior to deadline.</div> <div><div>• 2 Billion Trees (AWES)</div><div><div>1. LO contacts for the 2025 planting year; awaiting app submissions</div><div>2. Trees arrived at EIWD; the RM of Coldwell kindly lent us their trailer, allowing for ease of distribution. Hemp mats were loaded; trees were sorted at EIWD and then delivered to each of the 4 planting project locations. Over 3000 trees and hemp mats delivered & established</div><div>3. Portion of site assessments complete; remainder to be carried out in the next couple weeks.</div><div>4. Continued discussion regarding diffuse planting for 2025; meeting date to be set in the following weeks.</div><div>5. Submitted species special request list to AWES; if feasible, for future consideration</div></div></div> <div><div>• 2 Billion Trees (Manitoba)</div><div><div>○ Contact with MB Forestry & Peatlands regarding tree distribution for public spaces</div><div>○ Create & distribute planting guide and responsibility document for participating groups/RM's as reference material</div><div>○ Trees were distributed on 2 separate delivery dates to 6 locations. 530/571 trees distributed this far, each in value from approx \$100-200 per tree. This adds great value to public spaces and saves substantial funds from an RM's budget.</div><div>○ The remaining 41 trees will be delivered at a decided date once MB Forestry & Peatlands receives them from their supplier.</div><div>○ MB Forestry & Peatland also delivered 1000 white spruce plugs and 700 willow cuttings to the district as requested. These trees are all distributed/spoken for within planting projects.</div><div>○ MB Forestry & Peatlands has been contacted regarding our interest in future participation if the program is to carry forward, and how we may expand upon or improve the program.</div></div></div> <div><div>• WIWD</div><div><div>1. Pollinator garden signs & seed distributed under Conservation Trust</div><div>2. Water testing days May 21st with Kaitlyn – Horizon Labs; next date June 25th</div><div>3. Community tree orders that were not picked up by applicants were retained and redistributed by the WIWD.</div><div>4. Lundar Fair Saturday June 15th – a lot of vocalized interest in tree planting & bat houses</div><div>5. Burnt Lake Drain water samples (Lake Wpg Foundation – Phosphorous)</div></div></div>
--	--

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 7 of 11

June 20, 2024

	6. Website updates	
5.4	Chairperson Report T. Nevakshonoff gave a verbal report.	
5.5	MAW Rep Report Report is on file at the office	
5.6	HR Report M. McLelland gave a verbal report; 2 interviews for a summer student position were held on June 12 th , 2024.	
5.7	Watershed Planner Report D. Timmerman gave a verbal update.	
5.8	Environmental Technician Assistant Report <ul style="list-style-type: none">Getting familiarized with the WIWD policies and ongoing programs.Helped with introducing bat houses to the land owners.Familiarized myself with the EGS database, tried creating agreements and features.Attended the GROW coordinator meeting and learned more about EGS database.Learned about the well water protection program and entered a demo case into EGS database.Helped with Lundar fair (June 14th and 15th).Helped rating articles for scholarship.Helped answering questions about water testing program and entered application data.Helped drafting sisal twine application (GROW).	
6.0	In Camera Discussion <u>487-24: M. McLelland – J. Cruise</u> BE IT RESOLVED THAT the board moves in-camera at 3:49 p.m. <u>488-24: J. Cruise – M. McLelland</u> BE IT RESOLVED THAT the board moves out-of-camera at 4:12 p.m. <u>489-24: J. Cruise – C. Howse</u> BE IT RESOLVED THAT the board approves to hire I. Bours as a summer student for 3 days a week at \$17.00/hr, starting July 2 nd , 2024.	CARRIED CARRIED CARRIED
7.0	Old Business	
7.1	WIWD Expansion The Watershed Planner reported on recent departmental changes. Kelly-Anne will serve as Director of Water Science and Watershed Management for the next six	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 8 of 11

June 20, 2024

	months, leaving her role in the Watershed District Program. Lacy Kontzie has taken over as Manager of Watershed Planning and Programs, and April North has accepted the position of Regional Manager of Community Pasture. The WIWD Expansion is expected to be finalized within the next few months.	
7.2	Audit Sensus visited the office on May 29 th , 2024 to conduct the Audit for the fiscal year ending March 31 st , 2023. Financial Administrator is waiting to receive the draft Audit from Sensus to get Board approval before submitting to the province.	
7.3	Narcisse DU Project WIWD Chairperson updated Board members on the meeting that was held on May 17 th , 2024 at 1:00 p.m. at the Lundar Agricultural Multipurpose Building.	
7.4	WIWD Bird House Program Manager provided an update on current 2-chamber bat house inventory sold to date. The office is expected to receive a shipment of 50 2-chamber bat houses and 50 bee houses in the coming weeks, and a shipment of 50 4-chamber bat houses in the middle of August.	
7.5	RALP Program The following proposals were approved: <ul style="list-style-type: none">• <i>Agroforestry Establishment in the West Interlake Watershed District 2024</i> for the amount of \$20,000.00 (to plant a 5-row Shelterbelts, covering approximately 15 acres)• <i>Exclusion Fencing in the West Interlake Watershed District to Enhance and Restore Riparian Areas – 2024</i> in the amount of \$100,000.00 (to install approximately 8 km of riparian fence and 2 alternative watering systems)• <i>Cultivating Environmental Resilience through Perennial Forage Establishment.</i> In the amount of \$100,000.00 (to seed 2000 acres of perennial forages)	
7.6	GROW Program The Manager provided an update on the status of GROW funds. As of now, the WIWD has approximately \$258,000 remaining from the GROW Trust 2023-2025. In the 2023-2024 fiscal year, the WIWD expended approximately \$375,000 through the GROW program. In the 2023-2024 fiscal year, several conservation efforts were achieved. Specifically, 3,520 acres were seeded with perennial forages, 2,460 acres were planted with cover crops, and 9 alternative watering systems were installed.	
7.7	Urban Green Team Funding This matter was discussed in-camera.	
7.8	Canada Summer Job B. Morden will join our team and start working with us on June 24, 2024.	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 9 of 11

June 20, 2024

7.9	<p>ECO Canada</p> <p>Funding had been pre-approved for up to 80% of wages to a maximum of \$25,000.000. The WIWD had 30 days to recruit an employee, which expired on May 8, 2024. The WIWD had received an extension till June 8, 2024.</p> <p>The WIWD was unable to fill the position, resulting in the loss of the funding.</p>	
7.10	<p>Water Testing Days</p> <p>The first day of the Water Testing Days program took place on May 21st, 2024. Staff transported 109 Coliform & E.coli samples and 25 Advanced Drinking Water Quality samples.</p> <p>The second testing day will take place on June 25th, 2024.</p> <p>As of now, the WIWD has received 253 requests for water sampling, with an estimated cost of \$12,530.</p> <p>Once the results are in, staff will analyze them and present the findings to the Board at the next Executive Meeting, along with updated numbers of transported samples, providing a comprehensive overview of the water sampling program's progress and outcomes.</p>	
7.11	<p>PWCP</p> <p>The WIWD received confirmation on the 2024-25 fiscal year Prairie Watershed Climate Program funds, \$685,000.00 have been allocated to the WIWD.</p>	
7.12	<p>Website Upgrades</p> <p>Staff will be exploring the possibility of developing a website for the WIWD in-house.</p>	
7.13	<p>Tree Program</p> <p>The 2023-24 tree program is now complete, all trees have been picked up and distributed.</p> <p>The new application intake will begin in September.</p> <p>Staff are to explore the potential to revamp the Community Tree Nursery Program for the 2024-25 fiscal year and bring a proposal with recommended changes to the Executive Board.</p>	
8.0	<p>New Business</p>	
8.1	<p>MAW Tour (August 14-15), MAW Conference (December 2-4), MFGA Conference (November 12-13)</p> <p>The annual MAW tour will take place August 14th & 15th, accommodations in Morden and Winkler. The Executive board agreed upon a max of 8 WIWD representatives to attend.</p> <p>The annual MAW Conference will take place at the Canad Inns in Brandon, December 2nd – 4th. The Executive Board agreed upon a max of 12 WIWD representatives to attend.</p>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Lundar Golf Course

PAGE

Page 10 of 11

DATE

June 20, 2024

	<p>Manitoba Forage and Grasslands Association is holding their annual Conference on November 12th and 13th at the Victoria Inn in Brandon. The WIWD Local GROW Committee previously agreed upon a max of 6 WIWD representatives attending. The Executive Board agreed upon a max of 3 additional WIWD representatives to attend.</p>	
8.2	<p>Well Water Protection</p> <p>An issue has arisen with a flowing well that had been sealed in the Moosehorn area during the winter of 2024, and is now leaking. The contractor contacted the WIWD to request additional funds on top of the \$1,000.00 already rendered for services when the job was initially completed, to re-seal the well.</p> <p>Manager to collect more information on the project, before the Executive Board can make a decision.</p>	
	<p>B R E A K</p> <p>5:44 p.m. – 6:05 p.m.</p> <p>D. Timmerman left the meeting.</p>	
10.0	<p>Sub-District Recommendations</p>	
10.1	<p>Report on Climate Adaptation and Disaster Mitigation Workshop</p> <p>Tabled</p> <p>Dog Lake Sub-district chair is still waiting for report from presenters.</p>	
10.2	<p>Recommendations</p> <p>Tabled</p>	
10.3	<p>Lake St.Martin Outlet Channel</p> <p>Lake St.Martin Sub-district chair gave a verbal update on the current status of the Lake St.Martin Outlet Channel.</p>	
11.0	<p>Correspondence</p> <p>Tabled</p>	
12.0	<p>Review of Action Items</p> <p>Reviewed the status of Action Items from Executive meeting #54-24, May 9th, 2024.</p> <p>Action Items for Executive meeting #55-24, June 20th, 2024:</p> <ul style="list-style-type: none">Staff to contact Access Credit Union to inquire about applying interest earned towards the loan.Executive members to review Sub District recommendations, will discuss further at the July meeting.Manager to collect more information on the Flowing well in Moosehorn,	

MINUTES OF MEETING NO.55-24

NAME

Executive Board

LOCATION

Lundar Golf Course

PAGE

Page 11 of 11

DATE

June 20, 2024

13.0	<div>NEXT MEETING:</div> <div>July 18th, 2024 (tentatively)</div> <div>9:00 a.m.</div> <div>WIWD Office</div>	
15.0	<div>ADJOURNMENT</div> <div>490-24: M. McLelland – S. Hofer</div> <div>BE IT RESOLVED THAT we adjourn at 6:31 p.m.</div>	CARRIED
	<div>These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors</div>	
	<div>Tom Nevakshonoff, Chairperson WIWD</div> <div>Irina Zotter, Manager / GROW Coordinator WIWD</div>	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 1 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024
PRESENT:	T. Nevakshonoff M. McLelland D. Germain S. Hofer J. Stefanson B. Fleury C. Howse J. Cruise D. Timmerman I. Zotter K. Christensen	Chairperson Board Appointee/Vice Chair Director Director Director Director Director Provincial Appointee Watershed Planner Manager/GROW Coordinator Financial Administrator	WIWD WIWD Dog Lake Sub-District Swan Creek Sub-District Shoal Lake Sub District Lake Francis Sub District Lake St. Martin Sub District WIWD / MAW MECP WIWD WIWD
REGRETS:	B. Sigfusson	Board Appointee	WIWD
WRITTEN BY:	K. Christensen	Financial Administrator	WIWD

ITEM		ACTION BY
1.0	Call To Order T. Nevakshonoff called the meeting to order at 2:03 p.m.	
2.0	Approval of Agenda <u>485-24: D. Germain – S. Hofer</u> BE IT RESOLVED THAT the Board approved the agenda with the following additions: 5.8 Environmental Technician Assistant Report 10.3 Lake St.Martin Outlet Channel update	CARRIED
3.0	Approval of Minutes <u>486-24: J. Stefanson – D. Germain</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting #54-24, May 9, 2024 as presented.	CARRIED
4.0	Financial Report	
4.1	Bank Activity K. Christensen presented the financial report: Access Credit Union Statement of Accounts from May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024. <u>487-24: B. Fleury – J. Stefanson</u> BE IT RESOLVED THAT the Board approved the expenses of May 8 th , 2024 to June 17 th , 2024 of \$42,778.53 (cheques # 1484-1517); Access Credit Union Statement of Accounts May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024.	CARRIED
5.0	Reports	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 2 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

5.1	<p>Financial Administrator Report</p> <p>Payroll</p> <p>Financials</p> <ul style="list-style-type: none">➤ Finalized and submitted the 2024-25 Final Budget.<ul style="list-style-type: none">○ Watershed planner advised that some of the new programming will need to be moved to a different line category within the budget to align with the provincial reporting structure. Changes will be made once adjustments are received.➤ Enrolled in the Pre-Authorized payment plan for our MB Hydro monthly bills <p>Audit</p> <ul style="list-style-type: none">➤ Prepared and sent documents to Sensus.➤ Sensus came to the office on May 29, to conduct the audit➤ Prepared and sent additional documents to Sensus➤ Received the listing of Auditing Adjusting entries on June 17th, started on adjustments, and updating the cost-share schedule to send back to Sensus. <p>Admin</p> <ul style="list-style-type: none">➤ Wrote mtg minutes for: Executive mtg #54-24, May 9th, 2024;➤ Prepared packages for the Executive meeting➤ Submitted the article for the Current magazine➤ Completed the monthly Business Payroll Survey for Statistics Canada➤ Booked 6 rooms at the Victoria Inns in Brandon for the MGFA conference➤ Emailed members in regards to the All Members meeting, booked venue, and organized meeting <p>GROW</p> <ul style="list-style-type: none">➤ Printed all financial reports for GROW Coordinator for GROW reporting➤ Worked with GROW Coordinator on reporting <p>Water Testing Days</p> <ul style="list-style-type: none">➤ Inputting applications into excel table on a weekly basis➤ Approval email to applicants is sent out every Friday➤ Approval list to RM's is sent every Friday➤ Collected Water samples from RM's and delivered to the lab on May 21st<ul style="list-style-type: none">○ 109 Residents○ 109 Coliform & E.coli samples○ 25 Advanced Drinking Water Quality samples➤ Approximately 110 request forms received and entered for the June 25th testing day, and approximately 30 requests waiting to be entered➤ Approximately \$12,000.00 has been utilized <p>Community Tree Nursery Program</p> <ul style="list-style-type: none">➤ Sent reminder emails to applicants – all orders were to be picked up by May 31st, 2024➤ Called applicants who had not yet picked up their orders➤ Picked up remaining trees from Sabados on June 4th.<ul style="list-style-type: none">○ There were 44 trees that had not been picked up, one order of 8 trees got picked up at the office as the applicant had made prior arrangements.○ Each staff member took 4 trees home○ 9 Haskaps were given to the RM of Grahamdale for their food forest in the park○ 15 trees were given to Oak Point Community Centre <p>2 Billion Trees</p> <ul style="list-style-type: none">➤ Went with Technician to pick-up the 2BT order from the EIWD and delivered to landowners – May 22nd➤ Checked and counted the trees that were delivered to the RM of Coldwell through the MB 2BT – June 13th	
-----	---	--

MINUTES OF MEETING NO.55-24

NAME
LOCATION

Executive Board
Lundar Golf Course

PAGE
DATE

Page 3 of 11
June 20, 2024

	<div><div>FoodCycler Rebate<ul style="list-style-type: none">➤ Created application form for the FoodCycler Rebate Program➤ Created Payment stub template and tracking system➤ To date, we have issued 5 \$50.00 rebates for the FoodCycler FC30 model, and 2 \$100.00 rebates for the FoodCycler Eco 5 model all resident were from RM of St.Laurent</div><div>Bat Houses<ul style="list-style-type: none">➤ Created Inventory tracking sheet➤ To date 57 2 chamber bat houses have been ordered and delivered to the office (\$2,788.36)➤ 37 have been sold (\$740.00)<ul style="list-style-type: none">○ 5 houses to 5 residents of the RM of Coldwell○ 15 houses to 10 residents of the RM of St.Luarent○ 1 house to 1 resident of the RM of Woodlands○ 5 houses to 3 residents of the RM of West Interlake○ 11 houses to 6 residents of the RM of Grahamdale➤ 50 4-chamber Bat Houses have been purchased, awaiting delivery</div><div>Meetings<ul style="list-style-type: none">➤ Narcisse DU meeting at the Lundar Ag Multipurpose Building – May 17th➤ Administrators meeting in Gimli - May 23rd & 24th</div><div>Other<ul style="list-style-type: none">➤ Phone calls/meetings with producers regarding current and future applications➤ WIWD monthly newsletter➤ Water Samples at the Burnt Lake Drain with D. Kaartinen</div></div>	
5.2	<div><div>Managers / GROW Coordinator Report</div><div><div><u>Project Updates</u></div><div><ul style="list-style-type: none">➤ Communication with applicants and Horizon Lab representatives regarding Water Testing Days (receiving applications, sending confirmation emails, printing request, phone calls/emails with lab)➤ Follow-ups on Projects and communication with existing applicants (PWCP, GROW)➤ Communication with new applicants.➤ Communication with applicants and contractors involved in the Well Water Protection and Well Chlorination Programs. Accepting applications, sending request for quotes, work orders and etc. 7 well orders issued.➤ Communication with suppliers, applicants regarding Bat Houses Program. Direct connections have been established with suppliers Whitehorse and Big Bat House, resulting in a negotiated price reduction to an average of \$34 CAD per unit, down from the previous price of \$50-60.➤ 54 bat houses ordered from Whitehorse. Additionally, two three-chamber bat houses, each supporting up to 300 bats, have been received, along with a refund for a previously ordered bat house from Amazon, courtesy of the supplier, demonstrating their support for our cause and interest in further cooperation.➤ An account has also been set up with eBrand on B2B Shop. Received access to purchase Bee Houses from Big Bat House Company at a 50% discount off their current posted price. Placed an order for Bat Houses and Bee Houses at 50% discount from posted price. Bat House – under \$35.00 each, and Bee House under \$19.00</div></div><div><div><u>Funding</u></div><div><ul style="list-style-type: none">➤ Communication with Eco Canada grant associate Andrea Palacios, Project Manager, regarding Science Horizons Youth Internship Program.➤ Submitted a request for a donation to the iA Financial Group, requesting funds in the amount of \$3,500.00 to support the Bat Houses Program.</div></div></div>	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 4 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<div>➤ Submitted a request for funding to The White Feather Foundation, requesting funds in the amount of \$5,000.00 to support the Bat Houses Program.</div> <div>➤ Communication with Alicia Zurba, Program Officer, from Canada Summer Jobs Program regarding our confirmed funding. Updated funding details and contact information,</div> <div><div>NWIWMP</div><div>➤ Communication with D. Kornelsen, he will be assisting in establishing communication and cooperation with First Nation Communities.</div><div><div>IRNR</div><div>N/A</div></div><div><div>Workshops/Conferences</div><div>➤ “Grantseeking Solo: Secure Awards With Limited Staff” – webinar on May 22, 2024</div><div>➤ Webinar by the MEBP regarding Pension Plan on May 29, 2024</div><div>➤ Webinar by Tech Soup: “Closing the Power Gap: How Collective Action Can Remake AI—and the World” on May 30, 2024</div><div><div>Meetings</div><div>➤ WIWD LGC meeting on May 13, 2024</div><div>➤ Meeting with D. Kornelsen on May 14, 2024</div><div>➤ Meeting with Mary-Jane Orr and Armand Belanger, Interlake planning Event, on May 15, 2024</div><div>➤ Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on May 15, 2024</div><div>➤ Narcisse Meeting on May 17, 2024</div><div>➤ Monthly WD & EGS Manitoba - Lunch & Learn Series on June 5, 2024</div><div>➤ Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on June 12, 2024</div><div>➤ GROW Coordinators meeting on June 12, 2024</div><div>➤ Meeting with applicants for the Summer Student position on June 12, 2024</div><div>➤ Executive Board Meeting (The preparation of the agenda and supporting documentation) June 20, 2024</div><div>➤ All members Meeting on June 20, 2024</div><div><div>WIWD Expansion</div><div>N/A</div></div><div><div>Social Media</div><div>➤ Created content for social media (Facebook and Instagram) with Canva</div><div>➤ Scheduled content with Meta Business Suit promoting our district, services, programs</div><div>➤ Monitored Meta Business and Google statistics.</div><div>➤ Communication with Tara from Eriksdale Chamber of Commerce regarding promoting our services and District as a new member through social media.</div><div>➤ Communication with Ana Morozova regarding branding campaign for the PWCP.</div><div><div>GROW Program</div><div>➤ The GROW Program accepting new applications.</div></div></div></div></div></div>	
--	--	--

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 5 of 11

June 20, 2024

	<div>The data for three GROW Trust: 2021-2023, 2022-2024, and 2023-2025.</div> <div><div><div>➤</div><div>GROW Funds allocated for the Project Establishment 2021-2025: \$1,146,762.00</div></div><div><div>➤</div><div>GROW Funds Paid from April 1,2021 to March 31, 2024 for project establishment: \$707,642.64</div></div><div><div>➤</div><div>GROW Funds paid from April 1, 2021 to March 31, 2024 for project delivery: \$148,191</div></div><div><div>➤</div><div>GROW funds paid from April 1, 2023 – March 31, 2024 for project establishment: \$374,555</div></div><div><div>➤</div><div>GROW Funds allocated towards approved projects - \$181,181.00</div></div><div><div>➤</div><div>GROW Funds remaining and available for future projects (until March 31, 2025) - \$257,938</div></div><div><div>➤</div><div>Grow 2024-2026 funds approved for \$777,302.00</div></div><div><div>➤</div><div>Total amount secured until March 31, 2026 -\$1,035,240</div></div><div><div>➤</div><div>Continue working on the following reports: Final Reports for GROW 2021-2023 and 2022-2024, Interim Report for GROW 2023-2025, and Monitoring Reports for GROW 2021-2023 and 2022-2024.</div></div></div> <div><div><div>General</div></div><div><div><div>➤</div><div>Communication with potential job candidates for the Environmental Technician Assistant position.</div></div><div><div>➤</div><div>Communication with Doug Johnson and Greg Morden to address any technical issues with network, web emails and site, devices.</div></div><div><div>➤</div><div>Communication with key players involved in the Narcisse Project to organize a follow-up meeting on May 17, 2024</div></div><div><div>➤</div><div>Provided Orientation and Training to our new employee.</div></div><div><div>➤</div><div>Communication with potential applicants under the Green Team funding. Phone calls, emails, setting interviews, conducting interviews. Updated Scholarship Form for 2024, communication with applicants.</div></div><div><div>➤</div><div>Communicated with Mary-Jane Orr and EIWD regarding the events that will be hosted in July and August to promote sustainable practices and regenerative agriculture.</div></div><div><div>➤</div><div>Communication with Matthew Marchesan, sale representative from eScribe. Reviewed the proposal. Declined services.</div></div></div></div>	
5.3	<div><div>Resource Technician Report</div><div><div><div>•</div><div>GROW</div><div><div>1.</div><div>Wetland & Riparian Incentives; Continued referencing ESA data and producer submissions</div></div><div><div>2.</div><div>Wetland & Riparian site assessment, ground truthing/drone photos</div></div><div><div>3.</div><div>Met with LO's regarding GROW/PWCP interest</div></div><div><div>4.</div><div>Site inspection</div></div></div><div><div><div>•</div><div>PWCP</div><div><div>1.</div><div>Created new participant profiles</div></div><div><div>2.</div><div>Created additional proposals</div></div><div><div>3.</div><div>Identified feature type, BMP's, establishment cost(s)</div></div><div><div>4.</div><div>Summarized invoice eligibility for retroactive and current projects FY 2023 & 2024</div></div><div><div>5.</div><div>Calculated projected PWCP reimbursement per project FY 2023 & 2024</div></div><div><div>6.</div><div>Creating Soil Landscape Coding document for each project FY 2023 & 2024</div></div><div><div>7.</div><div>In contact with Brett regarding queries, FY 2024 rollout, events, etc</div></div></div></div></div></div>	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 6 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<div><div><div>8. Contacting producers regarding invoice submission, before/after photos, project status</div><div>9. Complete revisions on proposal submissions where required</div><div>10. Inspected some completed PWCP projects</div><div>11. Creating agreements for each approved proposal, forwarding alongside AGR-1 forms to be filled & sending completed agreements to MAW.</div><div>12. Completed PWCP event list update to date</div><div>13. Completed PWCP monthly report</div><div>14. Bi-weekly PWCP meetings with Brett (MAW)<div><div>Friday, June 7th (cancelled)</div><div>Next bi-weekly meeting June 21st</div></div></div><div>15. Distributing new applications; accepting FY 2024 applications – processing completed FY 2024 projects.</div><div>16. Processing new applications for LGC approval; then P.Ag approval</div><div>17. Processing high value final projects for FY 2023; PWCP 2023 submission deadline for producers is June 30th 2024. Extensive LO contacts to ensure each is to have data submitted and project completed prior to deadline.</div></div><div><div>• 2 Billion Trees (AWES)<div><div>1. LO contacts for the 2025 planting year; awaiting app submissions</div><div>2. Trees arrived at EIWD; the RM of Coldwell kindly lent us their trailer, allowing for ease of distribution. Hemp mats were loaded; trees were sorted at EIWD and then delivered to each of the 4 planting project locations. Over 3000 trees and hemp mats delivered & established</div><div>3. Portion of site assessments complete; remainder to be carried out in the next couple weeks.</div><div>4. Continued discussion regarding diffuse planting for 2025; meeting date to be set in the following weeks.</div><div>5. Submitted species special request list to AWES; if feasible, for future consideration</div></div></div><div><div>• 2 Billion Trees (Manitoba)<div><div>○ Contact with MB Forestry & Peatlands regarding tree distribution for public spaces</div><div>○ Create & distribute planting guide and responsibility document for participating groups/RM's as reference material</div><div>○ Trees were distributed on 2 separate delivery dates to 6 locations. 530/571 trees distributed this far, each in value from approx \$100-200 per tree. This adds great value to public spaces and saves substantial funds from an RM's budget.</div><div>○ The remaining 41 trees will be delivered at a decided date once MB Forestry & Peatlands receives them from their supplier.</div><div>○ MB Forestry & Peatland also delivered 1000 white spruce plugs and 700 willow cuttings to the district as requested. These trees are all distributed/spoken for within planting projects.</div><div>○ MB Forestry & Peatlands has been contacted regarding our interest in future participation if the program is to carry forward, and how we may expand upon or improve the program.</div></div></div><div><div>• WIWD<div><div>1. Pollinator garden signs & seed distributed under Conservation Trust</div><div>2. Water testing days May 21st with Kaitlyn – Horizon Labs; next date June 25th</div><div>3. Community tree orders that were not picked up by applicants were retained and redistributed by the WIWD.</div><div>4. Lundar Fair Saturday June 15th – a lot of vocalized interest in tree planting & bat houses</div><div>5. Burnt Lake Drain water samples (Lake Wpg Foundation – Phosphorous)</div></div></div></div></div></div></div>	
--	--	--

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 7 of 11

June 20, 2024

	6. Website updates	
5.4	Chairperson Report T. Nevakshonoff gave a verbal report.	
5.5	MAW Rep Report Report is on file at the office	
5.6	HR Report M. McLelland gave a verbal report; 2 interviews for a summer student position were held on June 12 th , 2024.	
5.7	Watershed Planner Report D. Timmerman gave a verbal update.	
5.8	Environmental Technician Assistant Report <ul style="list-style-type: none">Getting familiarized with the WIWD policies and ongoing programs.Helped with introducing bat houses to the land owners.Familiarized myself with the EGS database, tried creating agreements and features.Attended the GROW coordinator meeting and learned more about EGS database.Learned about the well water protection program and entered a demo case into EGS database.Helped with Lundar fair (June 14th and 15th).Helped rating articles for scholarship.Helped answering questions about water testing program and entered application data.Helped drafting sisal twine application (GROW).	
6.0	In Camera Discussion <u>487-24: M. McLelland – J. Cruise</u> BE IT RESOLVED THAT the board moves in-camera at 3:49 p.m. <u>488-24: J. Cruise – M. McLelland</u> BE IT RESOLVED THAT the board moves out-of-camera at 4:12 p.m. <u>489-24: J. Cruise – C. Howse</u> BE IT RESOLVED THAT the board approves to hire I. Bours as a summer student for 3 days a week at \$17.00/hr, starting July 2 nd , 2024.	CARRIED CARRIED CARRIED
7.0	Old Business	
7.1	WIWD Expansion The Watershed Planner reported on recent departmental changes. Kelly-Anne will serve as Director of Water Science and Watershed Management for the next six	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 8 of 11

June 20, 2024

	months, leaving her role in the Watershed District Program. Lacy Kontzie has taken over as Manager of Watershed Planning and Programs, and April North has accepted the position of Regional Manager of Community Pasture. The WIWD Expansion is expected to be finalized within the next few months.	
7.2	Audit Sensus visited the office on May 29 th , 2024 to conduct the Audit for the fiscal year ending March 31 st , 2023. Financial Administrator is waiting to receive the draft Audit from Sensus to get Board approval before submitting to the province.	
7.3	Narcisse DU Project WIWD Chairperson updated Board members on the meeting that was held on May 17 th , 2024 at 1:00 p.m. at the Lundar Agricultural Multipurpose Building.	
7.4	WIWD Bird House Program Manager provided an update on current 2-chamber bat house inventory sold to date. The office is expected to receive a shipment of 50 2-chamber bat houses and 50 bee houses in the coming weeks, and a shipment of 50 4-chamber bat houses in the middle of August.	
7.5	RALP Program The following proposals were approved: <ul style="list-style-type: none">• <i>Agroforestry Establishment in the West Interlake Watershed District 2024</i> for the amount of \$20,000.00 (to plant a 5-row Shelterbelts, covering approximately 15 acres)• <i>Exclusion Fencing in the West Interlake Watershed District to Enhance and Restore Riparian Areas – 2024</i> in the amount of \$100,000.00 (to install approximately 8 km of riparian fence and 2 alternative watering systems)• <i>Cultivating Environmental Resilience through Perennial Forage Establishment.</i> In the amount of \$100,000.00 (to seed 2000 acres of perennial forages)	
7.6	GROW Program The Manager provided an update on the status of GROW funds. As of now, the WIWD has approximately \$258,000 remaining from the GROW Trust 2023-2025. In the 2023-2024 fiscal year, the WIWD expended approximately \$375,000 through the GROW program. In the 2023-2024 fiscal year, several conservation efforts were achieved. Specifically, 3,520 acres were seeded with perennial forages, 2,460 acres were planted with cover crops, and 9 alternative watering systems were installed.	
7.7	Urban Green Team Funding This matter was discussed in-camera.	
7.8	Canada Summer Job B. Morden will join our team and start working with us on June 24, 2024.	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 9 of 11

June 20, 2024

7.9	<p>ECO Canada</p> <p>Funding had been pre-approved for up to 80% of wages to a maximum of \$25,000.000. The WIWD had 30 days to recruit an employee, which expired on May 8, 2024. The WIWD had received an extension till June 8, 2024.</p> <p>The WIWD was unable to fill the position, resulting in the loss of the funding.</p>	
7.10	<p>Water Testing Days</p> <p>The first day of the Water Testing Days program took place on May 21st, 2024. Staff transported 109 Coliform & E.coli samples and 25 Advanced Drinking Water Quality samples.</p> <p>The second testing day will take place on June 25th, 2024.</p> <p>As of now, the WIWD has received 253 requests for water sampling, with an estimated cost of \$12,530.</p> <p>Once the results are in, staff will analyze them and present the findings to the Board at the next Executive Meeting, along with updated numbers of transported samples, providing a comprehensive overview of the water sampling program's progress and outcomes.</p>	
7.11	<p>PWCP</p> <p>The WIWD received confirmation on the 2024-25 fiscal year Prairie Watershed Climate Program funds, \$685,000.00 have been allocated to the WIWD.</p>	
7.12	<p>Website Upgrades</p> <p>Staff will be exploring the possibility of developing a website for the WIWD in-house.</p>	
7.13	<p>Tree Program</p> <p>The 2023-24 tree program is now complete, all trees have been picked up and distributed.</p> <p>The new application intake will begin in September.</p> <p>Staff are to explore the potential to revamp the Community Tree Nursery Program for the 2024-25 fiscal year and bring a proposal with recommended changes to the Executive Board.</p>	
8.0	<p>New Business</p>	
8.1	<p>MAW Tour (August 14-15), MAW Conference (December 2-4), MFGA Conference (November 12-13)</p> <p>The annual MAW tour will take place August 14th & 15th, accommodations in Morden and Winkler. The Executive board agreed upon a max of 8 WIWD representatives to attend.</p> <p>The annual MAW Conference will take place at the Canad Inns in Brandon, December 2nd – 4th. The Executive Board agreed upon a max of 12 WIWD representatives to attend.</p>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 10 of 11

June 20, 2024

	<p>Manitoba Forage and Grasslands Association is holding their annual Conference on November 12th and 13th at the Victoria Inn in Brandon. The WIWD Local GROW Committee previously agreed upon a max of 6 WIWD representatives attending. The Executive Board agreed upon a max of 3 additional WIWD representatives to attend.</p>	
8.2	<p>Well Water Protection</p> <p>An issue has arisen with a flowing well that had been sealed in the Moosehorn area during the winter of 2024, and is now leaking. The contractor contacted the WIWD to request additional funds on top of the \$1,000.00 already rendered for services when the job was initially completed, to re-seal the well.</p> <p>Manager to collect more information on the project, before the Executive Board can make a decision.</p>	
	<p>B R E A K</p> <p>5:44 p.m. – 6:05 p.m.</p> <p>D. Timmerman left the meeting.</p>	
10.0	<p>Sub-District Recommendations</p>	
10.1	<p>Report on Climate Adaptation and Disaster Mitigation Workshop</p> <p>Tabled</p> <p>Dog Lake Sub-district chair is still waiting for report from presenters.</p>	
10.2	<p>Recommendations</p> <p>Tabled</p>	
10.3	<p>Lake St.Martin Outlet Channel</p> <p>Lake St.Martin Sub-district chair gave a verbal update on the current status of the Lake St.Martin Outlet Channel.</p>	
11.0	<p>Correspondence</p> <p>Tabled</p>	
12.0	<p>Review of Action Items</p> <p>Reviewed the status of Action Items from Executive meeting #54-24, May 9th, 2024.</p> <p>Action Items for Executive meeting #55-24, June 20th, 2024:</p> <ul style="list-style-type: none">• Staff to contact Access Credit Union to inquire about applying interest earned towards the loan.• Executive members to review Sub District recommendations, will discuss further at the July meeting.• Manager to collect more information on the Flowing well in Moosehorn,	

MINUTES OF MEETING NO.55-24

NAME

Executive Board

LOCATION

Lundar Golf Course

PAGE

Page 11 of 11

DATE

June 20, 2024

13.0	<div>NEXT MEETING:</div> <div>July 18th, 2024 (tentatively)</div> <div>9:00 a.m.</div> <div>WIWD Office</div>	
15.0	<div>ADJOURNMENT</div> <div>490-24: M. McLelland – S. Hofer</div> <div>BE IT RESOLVED THAT we adjourn at 6:31 p.m.</div>	CARRIED
	<div>These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors</div>	
	<div>Tom Nevakshonoff, Chairperson WIWD</div> <div>Irina Zotter, Manager / GROW Coordinator WIWD</div>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 1 of 11

June 20, 2024

PRESENT:

T. Nevakshonoff

M. McLelland

D. Germain

S. Hofer

J. Stefanson

B. Fleury

C. Howse

J. Cruise

D. Timmerman

I. Zotter

K. Christensen

Chairperson

Board Appointee/Vice Chair

Director

Director

Director

Director

Director

Provincial Appointee

Watershed Planner

Manager/GROW Coordinator

Financial Administrator

WIWD

WIWD

Dog Lake Sub-District

Swan Creek Sub-District

Shoal Lake Sub District

Lake Francis Sub District

Lake St. Martin Sub District

WIWD / MAW

MECP

WIWD

WIWD

REGRETS:

B. Sigfusson

Board Appointee

WIWD

WRITTEN BY:

K. Christensen

Financial Administrator

WIWD

ITEM		ACTION BY
1.0	Call To Order T. Nevakshonoff called the meeting to order at 2:03 p.m.	
2.0	Approval of Agenda <u>485-24: D. Germain – S. Hofer</u> BE IT RESOLVED THAT the Board approved the agenda with the following additions: 5.8 Environmental Technician Assistant Report 10.3 Lake St.Martin Outlet Channel update	CARRIED
3.0	Approval of Minutes <u>486-24: J. Stefanson – D. Germain</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting #54-24, May 9, 2024 as presented.	CARRIED
4.0	Financial Report	
4.1	Bank Activity K. Christensen presented the financial report: Access Credit Union Statement of Accounts from May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024. <u>487-24: B. Fleury – J. Stefanson</u> BE IT RESOLVED THAT the Board approved the expenses of May 8 th , 2024 to June 17 th , 2024 of \$42,778.53 (cheques # 1484-1517); Access Credit Union Statement of Accounts May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024.	CARRIED
5.0	Reports	

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 2 of 11

June 20, 2024

5.1	<div><div>Financial Administrator Report</div><div><div>Payroll</div><div>Financials</div><div><div>➤ Finalized and submitted the 2024-25 Final Budget.<div><div>○ Watershed planner advised that some of the new programming will need to be moved to a different line category within the budget to align with the provincial reporting structure. Changes will be made once adjustments are received.</div></div></div><div>➤ Enrolled in the Pre-Authorized payment plan for our MB Hydro monthly bills</div></div><div><div>Audit</div><div><div>➤ Prepared and sent documents to Sensus.</div><div>➤ Sensus came to the office on May 29, to conduct the audit</div><div>➤ Prepared and sent additional documents to Sensus</div><div>➤ Received the listing of Auditing Adjusting entries on June 17th, started on adjustments, and updating the cost-share schedule to send back to Sensus.</div></div></div><div><div>Admin</div><div><div>➤ Wrote mtg minutes for: Executive mtg #54-24, May 9th, 2024;</div><div>➤ Prepared packages for the Executive meeting</div><div>➤ Submitted the article for the Current magazine</div><div>➤ Completed the monthly Business Payroll Survey for Statistics Canada</div><div>➤ Booked 6 rooms at the Victora Inns in Brandon for the MGFA conference</div><div>➤ Emailed members in regards to the All Members meeting, booked venue, and organized meeting</div></div></div><div><div>GROW</div><div><div>➤ Printed all financial reports for GROW Coordinator for GROW reporting</div><div>➤ Worked with GROW Coordinator on reporting</div></div></div><div><div>Water Testing Days</div><div><div>➤ Inputting applications into excel table on a weekly basis</div><div>➤ Approval email to applicants is sent out every Friday</div><div>➤ Approval list to RM's is sent every Friday</div><div>➤ Collected Water samples from RM's and delivered to the lab on May 21st<div><div>○ 109 Residents</div><div>○ 109 Coliform & E.coli samples</div><div>○ 25 Advanced Drinking Water Quality samples</div></div></div><div>➤ Approximately 110 request forms received and entered for the June 25th testing day, and approximately 30 requests waiting to be entered</div><div>➤ Approximately \$12,000.00 has been utilized</div></div></div><div><div>Community Tree Nursery Program</div><div><div>➤ Sent reminder emails to applicants – all orders were to be picked up by May 31st, 2024</div><div>➤ Called applicants who had not yet picked up their orders</div><div>➤ Picked up remaining trees from Sabados on June 4th.<div><div>○ There were 44 trees that had not bee picked up, one order of 8 trees got picked up at the office as the applicant had made prior arrangements.</div><div>○ Each staff member took 4 trees home</div><div>○ 9 Haskaps were given to the RM of Grahamdale for their food forest in the park</div><div>○ 15 trees were given to Oak Point Community Centre</div></div></div></div></div><div><div>2 Billion Trees</div><div><div>➤ Went with Technician to pick-up the 2BT order from the EIWD and delivered to landowners – May 22nd</div><div>➤ Checked and counted the trees that were delivered to the RM of Coldwell through the MB 2BT – June 13th</div></div></div></div></div>	
-----	---	--

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 3 of 11

June 20, 2024

	<div><div>FoodCycler Rebate</div><div><div>➤ Created application form for the FoodCycler Rebate Program</div><div>➤ Created Payment stub template and tracking system</div><div>➤ To date, we have issued 5 \$50.00 rebates for the FoodCycler FC30 model, and 2 \$100.00 rebates for the FoodCycler Eco 5 model all resident were from RM of St.Laurent</div></div></div> <div><div>Bat Houses</div><div><div>➤ Created Inventory tracking sheet</div><div>➤ To date 57 2 chamber bat houses have been ordered and delivered to the office (\$2,788.36)</div><div>➤ 37 have been sold (\$740.00)<div><div>○ 5 houses to 5 residents of the RM of Coldwell</div><div>○ 15 houses to 10 residents of the RM of St.Luarent</div><div>○ 1 house to 1 resident of the RM of Woodlands</div><div>○ 5 houses to 3 residents of the RM of West Interlake</div><div>○ 11 houses to 6 residents of the RM of Grahamdale</div></div></div><div>➤ 50 4-chamber Bat Houses have been purchased, awaiting delivery</div></div></div> <div><div>Meetings</div><div><div>➤ Narcisse DU meeting at the Lundar Ag Multipurpose Building – May 17th</div><div>➤ Administrators meeting in Gimli - May 23rd & 24th</div></div></div> <div><div>Other</div><div><div>➤ Phone calls/meetings with producers regarding current and future applications</div><div>➤ WIWD monthly newsletter</div><div>➤ Water Samples at the Burnt Lake Drain with D. Kaartinen</div></div></div>	
5.2	<div><div>Managers / GROW Coordinator Report</div><div><div><u>Project Updates</u></div><div><div>➤ Communication with applicants and Horizon Lab representatives regarding Water Testing Days (receiving applications, sending confirmation emails, printing request, phone calls/emails with lab)</div><div>➤ Follow-ups on Projects and communication with existing applicants (PWCP, GROW)</div><div>➤ Communication with new applicants.</div><div>➤ Communication with applicants and contractors involved in the Well Water Protection and Well Chlorination Programs. Accepting applications, sending request for quotes, work orders and etc. 7 well orders issued.</div><div>➤ Communication with suppliers, applicants regarding Bat Houses Program. Direct connections have been established with suppliers Whitehorse and Big Bat House, resulting in a negotiated price reduction to an average of \$34 CAD per unit, down from the previous price of \$50-60.</div><div>➤ 54 bat houses ordered from Whitehorse. Additionally, two three-chamber bat houses, each supporting up to 300 bats, have been received, along with a refund for a previously ordered bat house from Amazon, courtesy of the supplier, demonstrating their support for our cause and interest in further cooperation.</div><div>➤ An account has also been set up with eBrand on B2B Shop. Received access to purchase Bee Houses from Big Bat House Company at a 50% discount off their current posted price. Placed an order for Bat Houses and Bee Houses at 50% discount from posted price. Bat House – under \$35.00 each, and Bee House under \$19.00</div></div></div><div><div><u>Funding</u></div><div><div>➤ Communication with Eco Canada grant associate Andrea Palacios, Project Manager, regarding Science Horizons Youth Internship Program.</div><div>➤ Submitted a request for a donation to the iA Financial Group, requesting funds in the amount of \$3,500.00 to support the Bat Houses Program.</div></div></div></div>	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 4 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

- Submitted a request for funding to The White Feather Foundation, requesting funds in the amount of \$5,000.00 to support the Bat Houses Program.
- Communication with Alicia Zurba, Program Officer, from Canada Summer Jobs Program regarding our confirmed funding. Updated funding details and contact information,

NWIWMP

- Communication with D. Kornelsen, he will be assisting in establishing communication and cooperation with First Nation Communities.

IRNR
N/A

Workshops/Conferences

- “Grantseeking Solo: Secure Awards With Limited Staff” – webinar on May 22, 2024
- Webinar by the MEBP regarding Pension Plan on May 29, 2024
- Webinar by Tech Soup: “Closing the Power Gap: How Collective Action Can Remake AI—and the World” on May 30, 2024

Meetings

- WIWD LGC meeting on May 13, 2024
- Meeting with D. Kornelsen on May 14, 2024
- Meeting with Mary-Jane Orr and Armand Belanger, Interlake planning Event, on May 15, 2024
- Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on May 15, 2024
- Narcisse Meeting on May 17, 2024
- Monthly WD & EGS Manitoba - Lunch & Learn Series on June 5, 2024
- Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on June 12, 2024
- GROW Coordinators meeting on June 12, 2024
- Meeting with applicants for the Summer Student position on June 12, 2024
- Executive Board Meeting (The preparation of the agenda and supporting documentation) June 20, 2024
- All members Meeting on June 20, 2024

WIWD Expansion
N/A

Social Media

- Created content for social media (Facebook and Instagram) with Canva
- Scheduled content with Meta Business Suit promoting our district, services, programs
- Monitored Meta Business and Google statistics.
- Communication with Tara from Eriksdale Chamber of Commerce regarding promoting our services and District as a new member through social media.
- Communication with Ana Morozova regarding branding campaign for the PWCP.

GROW Program

- The GROW Program accepting new applications.

MINUTES OF MEETING NO.55-24

NAME
LOCATION

Executive Board
Lundar Golf Course

PAGE
DATE

Page 5 of 11
June 20, 2024

	<div>The data for three GROW Trust: 2021-2023, 2022-2024, and 2023-2025.</div> <div><div>➤ GROW Funds allocated for the Project Establishment 2021-2025: \$1,146,762.00</div><div>➤ GROW Funds Paid from April 1,2021 to March 31, 2024 for project establishment: \$707,642.64</div><div>➤ GROW Funds paid from April 1, 2021 to March 31, 2024 for project delivery: \$148,191</div><div>➤ GROW funds paid from April 1, 2023 – March 31, 2024 for project establishment: \$374,555</div><div>➤ GROW Funds allocated towards approved projects - \$181,181.00</div><div>➤ GROW Funds remaining and available for future projects (until March 31, 2025) - \$257,938</div><div>➤ Grow 2024-2026 funds approved for \$777,302.00</div><div>➤ Total amount secured until March 31, 2026 -\$1,035,240</div><div>➤ Continue working on the following reports: Final Reports for GROW 2021-2023 and 2022-2024, Interim Report for GROW 2023-2025, and Monitoring Reports for GROW 2021-2023 and 2022-2024.</div></div> <div><div>General</div><div><div>➤ Communication with potential job candidates for the Environmental Technician Assistant position.</div><div>➤ Communication with Doug Johnson and Greg Morden to address any technical issues with network, web emails and site, devices.</div><div>➤ Communication with key players involved in the Narcisse Project to organize a follow-up meeting on May 17, 2024</div><div>➤ Provided Orientation and Training to our new employee.</div><div>➤ Communication with potential applicants under the Green Team funding. Phone calls, emails, setting interviews, conducting interviews. Updated Scholarship Form for 2024, communication with applicants.</div><div>➤ Communicated with Mary-Jane Orr and EIWD regarding the events that will be hosted in July and August to promote sustainable practices and regenerative agriculture.</div><div>➤ Communication with Matthew Marchesan, sale representative from eScribe. Reviewed the proposal. Declined services.</div></div></div>	
5.3	<div>Resource Technician Report</div> <div><div><div>GROW</div><div><div>1. Wetland & Riparian Incentives; Continued referencing ESA data and producer submissions</div><div>2. Wetland & Riparian site assessment, ground truthing/drone photos</div><div>3. Met with LO's regarding GROW/PWCP interest</div><div>4. Site inspection</div></div></div><div><div>PWCP</div><div><div>1. Created new participant profiles</div><div>2. Created additional proposals</div><div>3. Identified feature type, BMP's, establishment cost(s)</div><div>4. Summarized invoice eligibility for retroactive and current projects FY 2023 & 2024</div><div>5. Calculated projected PWCP reimbursement per project FY 2023 & 2024</div><div>6. Creating Soil Landscape Coding document for each project FY 2023 & 2024</div><div>7. In contact with Brett regarding queries, FY 2024 rollout, events, etc</div></div></div></div>	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 6 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<div><div><div>8. Contacting producers regarding invoice submission, before/after photos, project status</div><div>9. Complete revisions on proposal submissions where required</div><div>10. Inspected some completed PWCP projects</div><div>11. Creating agreements for each approved proposal, forwarding alongside AGR-1 forms to be filled & sending completed agreements to MAW.</div><div>12. Completed PWCP event list update to date</div><div>13. Completed PWCP monthly report</div><div>14. Bi-weekly PWCP meetings with Brett (MAW)<div><div>▪ Friday, June 7th (cancelled)</div><div>▪ Next bi-weekly meeting June 21st</div></div></div><div>15. Distributing new applications; accepting FY 2024 applications – processing completed FY 2024 projects.</div><div>16. Processing new applications for LGC approval; then P.Ag approval</div><div>17. Processing high value final projects for FY 2023; PWCP 2023 submission deadline for producers is June 30th 2024. Extensive LO contacts to ensure each is to have data submitted and project completed prior to deadline.</div></div><div><div>• 2 Billion Trees (AWES)<div><div>1. LO contacts for the 2025 planting year; awaiting app submissions</div><div>2. Trees arrived at EIWD; the RM of Coldwell kindly lent us their trailer, allowing for ease of distribution. Hemp mats were loaded; trees were sorted at EIWD and then delivered to each of the 4 planting project locations. Over 3000 trees and hemp mats delivered & established</div><div>3. Portion of site assessments complete; remainder to be carried out in the next couple weeks.</div><div>4. Continued discussion regarding diffuse planting for 2025; meeting date to be set in the following weeks.</div><div>5. Submitted species special request list to AWES; if feasible, for future consideration</div></div></div><div><div>• 2 Billion Trees (Manitoba)<div><div>○ Contact with MB Forestry & Peatlands regarding tree distribution for public spaces</div><div>○ Create & distribute planting guide and responsibility document for participating groups/RM's as reference material</div><div>○ Trees were distributed on 2 separate delivery dates to 6 locations. 530/571 trees distributed this far, each in value from approx \$100-200 per tree. This adds great value to public spaces and saves substantial funds from an RM's budget.</div><div>○ The remaining 41 trees will be delivered at a decided date once MB Forestry & Peatlands receives them from their supplier.</div><div>○ MB Forestry & Peatland also delivered 1000 white spruce plugs and 700 willow cuttings to the district as requested. These trees are all distributed/spoken for within planting projects.</div><div>○ MB Forestry & Peatlands has been contacted regarding our interest in future participation if the program is to carry forward, and how we may expand upon or improve the program.</div></div></div><div><div>• WIWD<div><div>1. Pollinator garden signs & seed distributed under Conservation Trust</div><div>2. Water testing days May 21st with Kaitlyn – Horizon Labs; next date June 25th</div><div>3. Community tree orders that were not picked up by applicants were retained and redistributed by the WIWD.</div><div>4. Lundar Fair Saturday June 15th – a lot of vocalized interest in tree planting & bat houses</div><div>5. Burnt Lake Drain water samples (Lake Wpg Foundation – Phosphorous)</div></div></div></div></div></div></div>	
--	--	--

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Lundar Golf Course

PAGE

Page 7 of 11

DATE

June 20, 2024

	6. Website updates	
5.4	Chairperson Report T. Nevakshonoff gave a verbal report.	
5.5	MAW Rep Report Report is on file at the office	
5.6	HR Report M. McLelland gave a verbal report; 2 interviews for a summer student position were held on June 12 th , 2024.	
5.7	Watershed Planner Report D. Timmerman gave a verbal update.	
5.8	Environmental Technician Assistant Report <ul style="list-style-type: none">Getting familiarized with the WIWD policies and ongoing programs.Helped with introducing bat houses to the land owners.Familiarized myself with the EGS database, tried creating agreements and features.Attended the GROW coordinator meeting and learned more about EGS database.Learned about the well water protection program and entered a demo case into EGS database.Helped with Lundar fair (June 14th and 15th).Helped rating articles for scholarship.Helped answering questions about water testing program and entered application data.Helped drafting sisal twine application (GROW).	
6.0	In Camera Discussion <u>487-24: M. McLelland – J. Cruise</u> BE IT RESOLVED THAT the board moves in-camera at 3:49 p.m. <u>488-24: J. Cruise – M. McLelland</u> BE IT RESOLVED THAT the board moves out-of-camera at 4:12 p.m. <u>489-24: J. Cruise – C. Howse</u> BE IT RESOLVED THAT the board approves to hire I. Bours as a summer student for 3 days a week at \$17.00/hr, starting July 2 nd , 2024.	CARRIED CARRIED CARRIED
7.0	Old Business	
7.1	WIWD Expansion The Watershed Planner reported on recent departmental changes. Kelly-Anne will serve as Director of Water Science and Watershed Management for the next six	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 8 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	months, leaving her role in the Watershed District Program. Lacy Kontzie has taken over as Manager of Watershed Planning and Programs, and April North has accepted the position of Regional Manager of Community Pasture. The WIWD Expansion is expected to be finalized within the next few months.	
7.2	Audit Sensus visited the office on May 29 th , 2024 to conduct the Audit for the fiscal year ending March 31 st , 2023. Financial Administrator is waiting to receive the draft Audit from Sensus to get Board approval before submitting to the province.	
7.3	Narcisse DU Project WIWD Chairperson updated Board members on the meeting that was held on May 17 th , 2024 at 1:00 p.m. at the Lundar Agricultural Multipurpose Building.	
7.4	WIWD Bird House Program Manager provided an update on current 2-chamber bat house inventory sold to date. The office is expected to receive a shipment of 50 2-chamber bat houses and 50 bee houses in the coming weeks, and a shipment of 50 4-chamber bat houses in the middle of August.	
7.5	RALP Program The following proposals were approved: <ul style="list-style-type: none">• <i>Agroforestry Establishment in the West Interlake Watershed District 2024</i> for the amount of \$20,000.00 (to plant a 5-row Shelterbelts, covering approximately 15 acres)• <i>Exclusion Fencing in the West Interlake Watershed District to Enhance and Restore Riparian Areas – 2024</i> in the amount of \$100,000.00 (to install approximately 8 km of riparian fence and 2 alternative watering systems)• <i>Cultivating Environmental Resilience through Perennial Forage Establishment.</i> In the amount of \$100,000.00 (to seed 2000 acres of perennial forages)	
7.6	GROW Program The Manager provided an update on the status of GROW funds. As of now, the WIWD has approximately \$258,000 remaining from the GROW Trust 2023-2025. In the 2023-2024 fiscal year, the WIWD expended approximately \$375,000 through the GROW program. In the 2023-2024 fiscal year, several conservation efforts were achieved. Specifically, 3,520 acres were seeded with perennial forages, 2,460 acres were planted with cover crops, and 9 alternative watering systems were installed.	
7.7	Urban Green Team Funding This matter was discussed in-camera.	
7.8	Canada Summer Job B. Morden will join our team and start working with us on June 24, 2024.	

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 9 of 11

June 20, 2024

7.9	<p>ECO Canada</p> <p>Funding had been pre-approved for up to 80% of wages to a maximum of \$25,000.000. The WIWD had 30 days to recruit an employee, which expired on May 8, 2024. The WIWD had received an extension till June 8, 2024.</p> <p>The WIWD was unable to fill the position, resulting in the loss of the funding.</p>	
7.10	<p>Water Testing Days</p> <p>The first day of the Water Testing Days program took place on May 21st, 2024. Staff transported 109 Coliform & E.coli samples and 25 Advanced Drinking Water Quality samples.</p> <p>The second testing day will take place on June 25th, 2024.</p> <p>As of now, the WIWD has received 253 requests for water sampling, with an estimated cost of \$12,530.</p> <p>Once the results are in, staff will analyze them and present the findings to the Board at the next Executive Meeting, along with updated numbers of transported samples, providing a comprehensive overview of the water sampling program's progress and outcomes.</p>	
7.11	<p>PWCP</p> <p>The WIWD received confirmation on the 2024-25 fiscal year Prairie Watershed Climate Program funds, \$685,000.00 have been allocated to the WIWD.</p>	
7.12	<p>Website Upgrades</p> <p>Staff will be exploring the possibility of developing a website for the WIWD in-house.</p>	
7.13	<p>Tree Program</p> <p>The 2023-24 tree program is now complete, all trees have been picked up and distributed.</p> <p>The new application intake will begin in September.</p> <p>Staff are to explore the potential to revamp the Community Tree Nursery Program for the 2024-25 fiscal year and bring a proposal with recommended changes to the Executive Board.</p>	
8.0	<p>New Business</p>	
8.1	<p>MAW Tour (August 14-15), MAW Conference (December 2-4), MFGA Conference (November 12-13)</p> <p>The annual MAW tour will take place August 14th & 15th, accommodations in Morden and Winkler. The Executive board agreed upon a max of 8 WIWD representatives to attend.</p> <p>The annual MAW Conference will take place at the Canad Inns in Brandon, December 2nd – 4th. The Executive Board agreed upon a max of 12 WIWD representatives to attend.</p>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 10 of 11

June 20, 2024

	<p>Manitoba Forage and Grasslands Association is holding their annual Conference on November 12th and 13th at the Victoria Inn in Brandon. The WIWD Local GROW Committee previously agreed upon a max of 6 WIWD representatives attending. The Executive Board agreed upon a max of 3 additional WIWD representatives to attend.</p>	
8.2	<p>Well Water Protection</p> <p>An issue has arisen with a flowing well that had been sealed in the Moosehorn area during the winter of 2024, and is now leaking. The contractor contacted the WIWD to request additional funds on top of the \$1,000.00 already rendered for services when the job was initially completed, to re-seal the well.</p> <p>Manager to collect more information on the project, before the Executive Board can make a decision.</p>	
	<p>B R E A K</p> <p>5:44 p.m. – 6:05 p.m.</p> <p>D. Timmerman left the meeting.</p>	
10.0	<p>Sub-District Recommendations</p>	
10.1	<p>Report on Climate Adaptation and Disaster Mitigation Workshop</p> <p>Tabled</p> <p>Dog Lake Sub-district chair is still waiting for report from presenters.</p>	
10.2	<p>Recommendations</p> <p>Tabled</p>	
10.3	<p>Lake St.Martin Outlet Channel</p> <p>Lake St.Martin Sub-district chair gave a verbal update on the current status of the Lake St.Martin Outlet Channel.</p>	
11.0	<p>Correspondence</p> <p>Tabled</p>	
12.0	<p>Review of Action Items</p> <p>Reviewed the status of Action Items from Executive meeting #54-24, May 9th, 2024.</p> <p>Action Items for Executive meeting #55-24, June 20th, 2024:</p> <ul style="list-style-type: none">Staff to contact Access Credit Union to inquire about applying interest earned towards the loan.Executive members to review Sub District recommendations, will discuss further at the July meeting.Manager to collect more information on the Flowing well in Moosehorn,	

MINUTES OF MEETING NO.55-24

NAME

Executive Board

LOCATION

Lundar Golf Course

PAGE

Page 11 of 11

DATE

June 20, 2024

13.0	<div>NEXT MEETING:</div> <div>July 18th, 2024 (tentatively)</div> <div>9:00 a.m.</div> <div>WIWD Office</div>	
15.0	<div>ADJOURNMENT</div> <div>490-24: M. McLelland – S. Hofer</div> <div>BE IT RESOLVED THAT we adjourn at 6:31 p.m.</div>	CARRIED
	<div>These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors</div>	
	<div>Tom Nevakshonoff, Chairperson WIWD</div> <div>Irina Zotter, Manager / GROW Coordinator WIWD</div>	

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 1 of 11

June 20, 2024

PRESENT:

T. Nevakshonoff

M. McLelland

D. Germain

S. Hofer

J. Stefanson

B. Fleury

C. Howse

J. Cruise

D. Timmerman

I. Zotter

K. Christensen

Chairperson

Board Appointee/Vice Chair

Director

Director

Director

Director

Director

Provincial Appointee

Watershed Planner

Manager/GROW Coordinator

Financial Administrator

WIWD

WIWD

Dog Lake Sub-District

Swan Creek Sub-District

Shoal Lake Sub District

Lake Francis Sub District

Lake St. Martin Sub District

WIWD / MAW

MECP

WIWD

WIWD

REGRETS:

B. Sigfusson

Board Appointee

WIWD

WRITTEN BY:

K. Christensen

Financial Administrator

WIWD

ITEM		ACTION BY
1.0	Call To Order T. Nevakshonoff called the meeting to order at 2:03 p.m.	
2.0	Approval of Agenda 485-24: D. Germain – S. Hofer BE IT RESOLVED THAT the Board approved the agenda with the following additions: 5.8 Environmental Technician Assistant Report 10.3 Lake St.Martin Outlet Channel update	CARRIED
3.0	Approval of Minutes 486-24: J. Stefanson – D. Germain BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting #54-24, May 9, 2024 as presented.	CARRIED
4.0	Financial Report	
4.1	Bank Activity K. Christensen presented the financial report: Access Credit Union Statement of Accounts from May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024. 487-24: B. Fleury – J. Stefanson BE IT RESOLVED THAT the Board approved the expenses of May 8 th , 2024 to June 17 th , 2024 of \$42,778.53 (cheques # 1484-1517); Access Credit Union Statement of Accounts May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024.	CARRIED
5.0	Reports	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 2 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

5.1	<div><div>Financial Administrator Report</div><div><div>Payroll</div><div>Financials</div><div><div>➤ Finalized and submitted the 2024-25 Final Budget.<div><div>○ Watershed planner advised that some of the new programming will need to be moved to a different line category within the budget to align with the provincial reporting structure. Changes will be made once adjustments are received.</div></div></div><div>➤ Enrolled in the Pre-Authorized payment plan for our MB Hydro monthly bills</div></div><div><div>Audit</div><div><div>➤ Prepared and sent documents to Sensus.</div><div>➤ Sensus came to the office on May 29, to conduct the audit</div><div>➤ Prepared and sent additional documents to Sensus</div><div>➤ Received the listing of Auditing Adjusting entries on June 17th, started on adjustments, and updating the cost-share schedule to send back to Sensus.</div></div></div><div><div>Admin</div><div><div>➤ Wrote mtg minutes for: Executive mtg #54-24, May 9th, 2024;</div><div>➤ Prepared packages for the Executive meeting</div><div>➤ Submitted the article for the Current magazine</div><div>➤ Completed the monthly Business Payroll Survey for Statistics Canada</div><div>➤ Booked 6 rooms at the Victora Inns in Brandon for the MGFA conference</div><div>➤ Emailed members in regards to the All Members meeting, booked venue, and organized meeting</div></div></div><div><div>GROW</div><div><div>➤ Printed all financial reports for GROW Coordinator for GROW reporting</div><div>➤ Worked with GROW Coordinator on reporting</div></div></div><div><div>Water Testing Days</div><div><div>➤ Inputting applications into excel table on a weekly basis</div><div>➤ Approval email to applicants is sent out every Friday</div><div>➤ Approval list to RM's is sent every Friday</div><div>➤ Collected Water samples from RM's and delivered to the lab on May 21st<div><div>○ 109 Residents</div><div>○ 109 Coliform & E.coli samples</div><div>○ 25 Advanced Drinking Water Quality samples</div></div></div><div>➤ Approximately 110 request forms received and entered for the June 25th testing day, and approximately 30 requests waiting to be entered</div><div>➤ Approximately \$12,000.00 has been utilized</div></div></div><div><div>Community Tree Nursery Program</div><div><div>➤ Sent reminder emails to applicants – all orders were to be picked up by May 31st, 2024</div><div>➤ Called applicants who had not yet picked up their orders</div><div>➤ Picked up remaining trees from Sabados on June 4th.<div><div>○ There were 44 trees that had not bee picked up, one order of 8 trees got picked up at the office as the applicant had made prior arrangements.</div><div>○ Each staff member took 4 trees home</div><div>○ 9 Haskaps were given to the RM of Grahamdale for their food forest in the park</div><div>○ 15 trees were given to Oak Point Community Centre</div></div></div></div></div><div><div>2 Billion Trees</div><div><div>➤ Went with Technician to pick-up the 2BT order from the EIWD and delivered to landowners – May 22nd</div><div>➤ Checked and counted the trees that were delivered to the RM of Coldwell through the MB 2BT – June 13th</div></div></div></div></div>	
-----	---	--

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 3 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<p>FoodCycler Rebate</p> <ul style="list-style-type: none">➤ Created application form for the FoodCycler Rebate Program➤ Created Payment stub template and tracking system➤ To date, we have issued 5 \$50.00 rebates for the FoodCycler FC30 model, and 2 \$100.00 rebates for the FoodCycler Eco 5 model all resident were from RM of St.Laurent <p>Bat Houses</p> <ul style="list-style-type: none">➤ Created Inventory tracking sheet➤ To date 57 2 chamber bat houses have been ordered and delivered to the office (\$2,788.36)➤ 37 have been sold (\$740.00)<ul style="list-style-type: none">○ 5 houses to 5 residents of the RM of Coldwell○ 15 houses to 10 residents of the RM of St.Luarent○ 1 house to 1 resident of the RM of Woodlands○ 5 houses to 3 residents of the RM of West Interlake○ 11 houses to 6 residents of the RM of Grahamdale➤ 50 4-chamber Bat Houses have been purchased, awaiting delivery <p>Meetings</p> <ul style="list-style-type: none">➤ Narcisse DU meeting at the Lundar Ag Multipurpose Building – May 17th➤ Administrators meeting in Gimli - May 23rd & 24th <p>Other</p> <ul style="list-style-type: none">➤ Phone calls/meetings with producers regarding current and future applications➤ WIWD monthly newsletter➤ Water Samples at the Burnt Lake Drain with D. Kaartinen	
5.2	<p>Managers / GROW Coordinator Report</p> <p><u>Project Updates</u></p> <ul style="list-style-type: none">➤ Communication with applicants and Horizon Lab representatives regarding Water Testing Days (receiving applications, sending confirmation emails, printing request, phone calls/emails with lab)➤ Follow-ups on Projects and communication with existing applicants (PWCP, GROW)➤ Communication with new applicants.➤ Communication with applicants and contractors involved in the Well Water Protection and Well Chlorination Programs. Accepting applications, sending request for quotes, work orders and etc. 7 well orders issued.➤ Communication with suppliers, applicants regarding Bat Houses Program. Direct connections have been established with suppliers Whitehorse and Big Bat House, resulting in a negotiated price reduction to an average of \$34 CAD per unit, down from the previous price of \$50-60.➤ 54 bat houses ordered from Whitehorse. Additionally, two three-chamber bat houses, each supporting up to 300 bats, have been received, along with a refund for a previously ordered bat house from Amazon, courtesy of the supplier, demonstrating their support for our cause and interest in further cooperation.➤ An account has also been set up with eBrand on B2B Shop. Received access to purchase Bee Houses from Big Bat House Company at a 50% discount off their current posted price. Placed an order for Bat Houses and Bee Houses at 50% discount from posted price. Bat House – under \$35.00 each, and Bee House under \$19.00 <p><u>Funding</u></p> <ul style="list-style-type: none">➤ Communication with Eco Canada grant associate Andrea Palacios, Project Manager, regarding Science Horizons Youth Internship Program.➤ Submitted a request for a donation to the iA Financial Group, requesting funds in the amount of \$3,500.00 to support the Bat Houses Program.	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 4 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<div>➤ Submitted a request for funding to The White Feather Foundation, requesting funds in the amount of \$5,000.00 to support the Bat Houses Program.</div> <div>➤ Communication with Alicia Zurba, Program Officer, from Canada Summer Jobs Program regarding our confirmed funding. Updated funding details and contact information,</div> <div><div>NWIWMP</div><div>➤ Communication with D. Kornelsen, he will be assisting in establishing communication and cooperation with First Nation Communities.</div><div><div>IRNR</div><div>N/A</div></div><div><div>Workshops/Conferences</div><div>➤ “Grantseeking Solo: Secure Awards With Limited Staff” – webinar on May 22, 2024</div><div>➤ Webinar by the MEBP regarding Pension Plan on May 29, 2024</div><div>➤ Webinar by Tech Soup: “Closing the Power Gap: How Collective Action Can Remake AI—and the World” on May 30, 2024</div><div><div>Meetings</div><div>➤ WIWD LGC meeting on May 13, 2024</div><div>➤ Meeting with D. Kornelsen on May 14, 2024</div><div>➤ Meeting with Mary-Jane Orr and Armand Belanger, Interlake planning Event, on May 15, 2024</div><div>➤ Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on May 15, 2024</div><div>➤ Narcisse Meeting on May 17, 2024</div><div>➤ Monthly WD & EGS Manitoba - Lunch & Learn Series on June 5, 2024</div><div>➤ Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on June 12, 2024</div><div>➤ GROW Coordinators meeting on June 12, 2024</div><div>➤ Meeting with applicants for the Summer Student position on June 12, 2024</div><div>➤ Executive Board Meeting (The preparation of the agenda and supporting documentation) June 20, 2024</div><div>➤ All members Meeting on June 20, 2024</div><div><div>WIWD Expansion</div><div>N/A</div></div><div><div>Social Media</div><div>➤ Created content for social media (Facebook and Instagram) with Canva</div><div>➤ Scheduled content with Meta Business Suit promoting our district, services, programs</div><div>➤ Monitored Meta Business and Google statistics.</div><div>➤ Communication with Tara from Eriksdale Chamber of Commerce regarding promoting our services and District as a new member through social media.</div><div>➤ Communication with Ana Morozova regarding branding campaign for the PWCP.</div><div><div>GROW Program</div><div>➤ The GROW Program accepting new applications.</div></div></div></div></div></div>	
--	--	--

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 5 of 11

June 20, 2024

	<div>The data for three GROW Trust: 2021-2023, 2022-2024, and 2023-2025.</div> <div><div><div>➤</div><div>GROW Funds allocated for the Project Establishment 2021-2025: \$1,146,762.00</div></div><div><div>➤</div><div>GROW Funds Paid from April 1,2021 to March 31, 2024 for project establishment: \$707,642.64</div></div><div><div>➤</div><div>GROW Funds paid from April 1, 2021 to March 31, 2024 for project delivery: \$148,191</div></div><div><div>➤</div><div>GROW funds paid from April 1, 2023 – March 31, 2024 for project establishment: \$374,555</div></div><div><div>➤</div><div>GROW Funds allocated towards approved projects - \$181,181.00</div></div><div><div>➤</div><div>GROW Funds remaining and available for future projects (until March 31, 2025) - \$257,938</div></div><div><div>➤</div><div>Grow 2024-2026 funds approved for \$777,302.00</div></div><div><div>➤</div><div>Total amount secured until March 31, 2026 -\$1,035,240</div></div><div><div>➤</div><div>Continue working on the following reports: Final Reports for GROW 2021-2023 and 2022-2024, Interim Report for GROW 2023-2025, and Monitoring Reports for GROW 2021-2023 and 2022-2024.</div></div></div> <div><div><div>General</div></div><div><div><div>➤</div><div>Communication with potential job candidates for the Environmental Technician Assistant position.</div></div><div><div>➤</div><div>Communication with Doug Johnson and Greg Morden to address any technical issues with network, web emails and site, devices.</div></div><div><div>➤</div><div>Communication with key players involved in the Narcisse Project to organize a follow-up meeting on May 17, 2024</div></div><div><div>➤</div><div>Provided Orientation and Training to our new employee.</div></div><div><div>➤</div><div>Communication with potential applicants under the Green Team funding. Phone calls, emails, setting interviews, conducting interviews. Updated Scholarship Form for 2024, communication with applicants.</div></div><div><div>➤</div><div>Communicated with Mary-Jane Orr and EIWD regarding the events that will be hosted in July and August to promote sustainable practices and regenerative agriculture.</div></div><div><div>➤</div><div>Communication with Matthew Marchesan, sale representative from eScribe. Reviewed the proposal. Declined services.</div></div></div></div>	
5.3	<div><div>Resource Technician Report</div><div><div><div>•</div><div>GROW</div><div><div>1.</div><div>Wetland & Riparian Incentives; Continued referencing ESA data and producer submissions</div></div><div><div>2.</div><div>Wetland & Riparian site assessment, ground truthing/drone photos</div></div><div><div>3.</div><div>Met with LO's regarding GROW/PWCP interest</div></div><div><div>4.</div><div>Site inspection</div></div></div><div><div><div>•</div><div>PWCP</div><div><div>1.</div><div>Created new participant profiles</div></div><div><div>2.</div><div>Created additional proposals</div></div><div><div>3.</div><div>Identified feature type, BMP's, establishment cost(s)</div></div><div><div>4.</div><div>Summarized invoice eligibility for retroactive and current projects FY 2023 & 2024</div></div><div><div>5.</div><div>Calculated projected PWCP reimbursement per project FY 2023 & 2024</div></div><div><div>6.</div><div>Creating Soil Landscape Coding document for each project FY 2023 & 2024</div></div><div><div>7.</div><div>In contact with Brett regarding queries, FY 2024 rollout, events, etc</div></div></div></div></div></div>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 6 of 11

June 20, 2024

	<div><div><div>8. Contacting producers regarding invoice submission, before/after photos, project status</div><div>9. Complete revisions on proposal submissions where required</div><div>10. Inspected some completed PWCP projects</div><div>11. Creating agreements for each approved proposal, forwarding alongside AGR-1 forms to be filled & sending completed agreements to MAW.</div><div>12. Completed PWCP event list update to date</div><div>13. Completed PWCP monthly report</div><div>14. Bi-weekly PWCP meetings with Brett (MAW)<div><div>▪ Friday, June 7th (cancelled)</div><div>▪ Next bi-weekly meeting June 21st</div></div></div><div>15. Distributing new applications; accepting FY 2024 applications – processing completed FY 2024 projects.</div><div>16. Processing new applications for LGC approval; then P.Ag approval</div><div>17. Processing high value final projects for FY 2023; PWCP 2023 submission deadline for producers is June 30th 2024. Extensive LO contacts to ensure each is to have data submitted and project completed prior to deadline.</div></div><div><div>• 2 Billion Trees (AWES)</div><div><div>1. LO contacts for the 2025 planting year; awaiting app submissions</div><div>2. Trees arrived at EIWD; the RM of Coldwell kindly lent us their trailer, allowing for ease of distribution. Hemp mats were loaded; trees were sorted at EIWD and then delivered to each of the 4 planting project locations. Over 3000 trees and hemp mats delivered & established</div><div>3. Portion of site assessments complete; remainder to be carried out in the next couple weeks.</div><div>4. Continued discussion regarding diffuse planting for 2025; meeting date to be set in the following weeks.</div><div>5. Submitted species special request list to AWES; if feasible, for future consideration</div></div></div><div><div>• 2 Billion Trees (Manitoba)</div><div><div>○ Contact with MB Forestry & Peatlands regarding tree distribution for public spaces</div><div>○ Create & distribute planting guide and responsibility document for participating groups/RM's as reference material</div><div>○ Trees were distributed on 2 separate delivery dates to 6 locations. 530/571 trees distributed this far, each in value from approx \$100-200 per tree. This adds great value to public spaces and saves substantial funds from an RM's budget.</div><div>○ The remaining 41 trees will be delivered at a decided date once MB Forestry & Peatlands receives them from their supplier.</div><div>○ MB Forestry & Peatland also delivered 1000 white spruce plugs and 700 willow cuttings to the district as requested. These trees are all distributed/spoken for within planting projects.</div><div>○ MB Forestry & Peatlands has been contacted regarding our interest in future participation if the program is to carry forward, and how we may expand upon or improve the program.</div></div></div><div><div>• WIWD</div><div><div>1. Pollinator garden signs & seed distributed under Conservation Trust</div><div>2. Water testing days May 21st with Kaitlyn – Horizon Labs; next date June 25th</div><div>3. Community tree orders that were not picked up by applicants were retained and redistributed by the WIWD.</div><div>4. Lundar Fair Saturday June 15th – a lot of vocalized interest in tree planting & bat houses</div><div>5. Burnt Lake Drain water samples (Lake Wpg Foundation – Phosphorous)</div></div></div></div>	
--	--	--

MINUTES OF MEETING NO.55-24

NAME
LOCATION

Executive Board
Lundar Golf Course

PAGE
DATE

Page 7 of 11
June 20, 2024

	6. Website updates	
5.4	Chairperson Report T. Nevakshonoff gave a verbal report.	
5.5	MAW Rep Report Report is on file at the office	
5.6	HR Report M. McLelland gave a verbal report; 2 interviews for a summer student position were held on June 12 th , 2024.	
5.7	Watershed Planner Report D. Timmerman gave a verbal update.	
5.8	Environmental Technician Assistant Report <ul style="list-style-type: none">Getting familiarized with the WIWD policies and ongoing programs.Helped with introducing bat houses to the land owners.Familiarized myself with the EGS database, tried creating agreements and features.Attended the GROW coordinator meeting and learned more about EGS database.Learned about the well water protection program and entered a demo case into EGS database.Helped with Lundar fair (June 14th and 15th).Helped rating articles for scholarship.Helped answering questions about water testing program and entered application data.Helped drafting sisal twine application (GROW).	
6.0	In Camera Discussion <u>487-24: M. McLelland – J. Cruise</u> BE IT RESOLVED THAT the board moves in-camera at 3:49 p.m. <u>488-24: J. Cruise – M. McLelland</u> BE IT RESOLVED THAT the board moves out-of-camera at 4:12 p.m. <u>489-24: J. Cruise – C. Howse</u> BE IT RESOLVED THAT the board approves to hire I. Bours as a summer student for 3 days a week at \$17.00/hr, starting July 2 nd , 2024.	CARRIED CARRIED CARRIED
7.0	Old Business	
7.1	WIWD Expansion The Watershed Planner reported on recent departmental changes. Kelly-Anne will serve as Director of Water Science and Watershed Management for the next six	

MINUTES OF MEETING NO.55-24

NAME
LOCATION

Executive Board
Lundar Golf Course

PAGE
DATE

Page 8 of 11
June 20, 2024

	<p>months, leaving her role in the Watershed District Program. Lacy Kontzie has taken over as Manager of Watershed Planning and Programs, and April North has accepted the position of Regional Manager of Community Pasture. The WIWD Expansion is expected to be finalized within the next few months.</p>	
7.2	<p>Audit</p> <p>Sensus visited the office on May 29th, 2024 to conduct the Audit for the fiscal year ending March 31st, 2023. Financial Administrator is waiting to receive the draft Audit from Sensus to get Board approval before submitting to the province.</p>	
7.3	<p>Narcisse DU Project</p> <p>WIWD Chairperson updated Board members on the meeting that was held on May 17th, 2024 at 1:00 p.m. at the Lundar Agricultural Multipurpose Building.</p>	
7.4	<p>WIWD Bird House Program</p> <p>Manager provided an update on current 2-chamber bat house inventory sold to date. The office is expected to receive a shipment of 50 2-chamber bat houses and 50 bee houses in the coming weeks, and a shipment of 50 4-chamber bat houses in the middle of August.</p>	
7.5	<p>RALP Program</p> <p>The following proposals were approved:</p> <ul style="list-style-type: none">• <i>Agroforestry Establishment in the West Interlake Watershed District 2024</i> for the amount of \$20,000.00 (to plant a 5-row Shelterbelts, covering approximately 15 acres)• <i>Exclusion Fencing in the West Interlake Watershed District to Enhance and Restore Riparian Areas – 2024</i> in the amount of \$100,000.00 (to install approximately 8 km of riparian fence and 2 alternative watering systems)• <i>Cultivating Environmental Resilience through Perennial Forage Establishment.</i> In the amount of \$100,000.00 (to seed 2000 acres of perennial forages)	
7.6	<p>GROW Program</p> <p>The Manager provided an update on the status of GROW funds. As of now, the WIWD has approximately \$258,000 remaining from the GROW Trust 2023-2025. In the 2023-2024 fiscal year, the WIWD expended approximately \$375,000 through the GROW program.</p> <p>In the 2023-2024 fiscal year, several conservation efforts were achieved. Specifically, 3,520 acres were seeded with perennial forages, 2,460 acres were planted with cover crops, and 9 alternative watering systems were installed.</p>	
7.7	<p>Urban Green Team Funding</p> <p>This matter was discussed in-camera.</p>	
7.8	<p>Canada Summer Job</p> <p>B. Morden will join our team and start working with us on June 24, 2024.</p>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 9 of 11

June 20, 2024

7.9	<p>ECO Canada</p> <p>Funding had been pre-approved for up to 80% of wages to a maximum of \$25,000.000. The WIWD had 30 days to recruit an employee, which expired on May 8, 2024. The WIWD had received an extension till June 8, 2024.</p> <p>The WIWD was unable to fill the position, resulting in the loss of the funding.</p>	
7.10	<p>Water Testing Days</p> <p>The first day of the Water Testing Days program took place on May 21st, 2024. Staff transported 109 Coliform & E.coli samples and 25 Advanced Drinking Water Quality samples.</p> <p>The second testing day will take place on June 25th, 2024.</p> <p>As of now, the WIWD has received 253 requests for water sampling, with an estimated cost of \$12,530.</p> <p>Once the results are in, staff will analyze them and present the findings to the Board at the next Executive Meeting, along with updated numbers of transported samples, providing a comprehensive overview of the water sampling program's progress and outcomes.</p>	
7.11	<p>PWCP</p> <p>The WIWD received confirmation on the 2024-25 fiscal year Prairie Watershed Climate Program funds, \$685,000.00 have been allocated to the WIWD.</p>	
7.12	<p>Website Upgrades</p> <p>Staff will be exploring the possibility of developing a website for the WIWD in-house.</p>	
7.13	<p>Tree Program</p> <p>The 2023-24 tree program is now complete, all trees have been picked up and distributed.</p> <p>The new application intake will begin in September.</p> <p>Staff are to explore the potential to revamp the Community Tree Nursery Program for the 2024-25 fiscal year and bring a proposal with recommended changes to the Executive Board.</p>	
8.0	<p>New Business</p>	
8.1	<p>MAW Tour (August 14-15), MAW Conference (December 2-4), MFGA Conference (November 12-13)</p> <p>The annual MAW tour will take place August 14th & 15th, accommodations in Morden and Winkler. The Executive board agreed upon a max of 8 WIWD representatives to attend.</p> <p>The annual MAW Conference will take place at the Canad Inns in Brandon, December 2nd – 4th. The Executive Board agreed upon a max of 12 WIWD representatives to attend.</p>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Lundar Golf Course

PAGE

Page 10 of 11

DATE

June 20, 2024

	<p>Manitoba Forage and Grasslands Association is holding their annual Conference on November 12th and 13th at the Victoria Inn in Brandon. The WIWD Local GROW Committee previously agreed upon a max of 6 WIWD representatives attending. The Executive Board agreed upon a max of 3 additional WIWD representatives to attend.</p>	
8.2	<p>Well Water Protection</p> <p>An issue has arisen with a flowing well that had been sealed in the Moosehorn area during the winter of 2024, and is now leaking. The contractor contacted the WIWD to request additional funds on top of the \$1,000.00 already rendered for services when the job was initially completed, to re-seal the well.</p> <p>Manager to collect more information on the project, before the Executive Board can make a decision.</p>	
	<p>B R E A K</p> <p>5:44 p.m. – 6:05 p.m.</p> <p>D. Timmerman left the meeting.</p>	
10.0	<p>Sub-District Recommendations</p>	
10.1	<p>Report on Climate Adaptation and Disaster Mitigation Workshop</p> <p>Tabled</p> <p>Dog Lake Sub-district chair is still waiting for report from presenters.</p>	
10.2	<p>Recommendations</p> <p>Tabled</p>	
10.3	<p>Lake St.Martin Outlet Channel</p> <p>Lake St.Martin Sub-district chair gave a verbal update on the current status of the Lake St.Martin Outlet Channel.</p>	
11.0	<p>Correspondence</p> <p>Tabled</p>	
12.0	<p>Review of Action Items</p> <p>Reviewed the status of Action Items from Executive meeting #54-24, May 9th, 2024.</p> <p>Action Items for Executive meeting #55-24, June 20th, 2024:</p> <ul style="list-style-type: none">• Staff to contact Access Credit Union to inquire about applying interest earned towards the loan.• Executive members to review Sub District recommendations, will discuss further at the July meeting.• Manager to collect more information on the Flowing well in Moosehorn,	

MINUTES OF MEETING NO.55-24

NAME

Executive Board

LOCATION

Lundar Golf Course

PAGE

Page 11 of 11

DATE

June 20, 2024

13.0	<div>NEXT MEETING:</div> <div>July 18th, 2024 (tentatively)</div> <div>9:00 a.m.</div> <div>WIWD Office</div>	
15.0	<div>ADJOURNMENT</div> <div>490-24: M. McLelland – S. Hofer</div> <div>BE IT RESOLVED THAT we adjourn at 6:31 p.m.</div>	CARRIED
	<div>These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors</div>	
	<div>Tom Nevakshonoff, Chairperson WIWD</div> <div>Irina Zotter, Manager / GROW Coordinator WIWD</div>	

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 1 of 11

June 20, 2024

PRESENT:

T. Nevakshonoff

M. McLelland

D. Germain

S. Hofer

J. Stefanson

B. Fleury

C. Howse

J. Cruise

D. Timmerman

I. Zotter

K. Christensen

Chairperson

Board Appointee/Vice Chair

Director

Director

Director

Director

Director

Provincial Appointee

Watershed Planner

Manager/GROW Coordinator

Financial Administrator

WIWD

WIWD

Dog Lake Sub-District

Swan Creek Sub-District

Shoal Lake Sub District

Lake Francis Sub District

Lake St. Martin Sub District

WIWD / MAW

MECP

WIWD

WIWD

REGRETS:

B. Sigfusson

Board Appointee

WIWD

WRITTEN BY:

K. Christensen

Financial Administrator

WIWD

ITEM		ACTION BY
1.0	Call To Order T. Nevakshonoff called the meeting to order at 2:03 p.m.	
2.0	Approval of Agenda <u>485-24: D. Germain – S. Hofer</u> BE IT RESOLVED THAT the Board approved the agenda with the following additions: 5.8 Environmental Technician Assistant Report 10.3 Lake St.Martin Outlet Channel update	CARRIED
3.0	Approval of Minutes <u>486-24: J. Stefanson – D. Germain</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting #54-24, May 9, 2024 as presented.	CARRIED
4.0	Financial Report	
4.1	Bank Activity K. Christensen presented the financial report: Access Credit Union Statement of Accounts from May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024. <u>487-24: B. Fleury – J. Stefanson</u> BE IT RESOLVED THAT the Board approved the expenses of May 8 th , 2024 to June 17 th , 2024 of \$42,778.53 (cheques # 1484-1517); Access Credit Union Statement of Accounts May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024.	CARRIED
5.0	Reports	

MINUTES OF MEETING NO.55-24

NAME

Executive Board

PAGE

Page 2 of 11

LOCATION

Lundar Golf Course

DATE

June 20, 2024

5.1	<div><div>Financial Administrator Report</div><div>Payroll</div><div>Financials</div><div><div>➤ Finalized and submitted the 2024-25 Final Budget.<div><div>○ Watershed planner advised that some of the new programming will need to be moved to a different line category within the budget to align with the provincial reporting structure. Changes will be made once adjustments are received.</div></div></div><div>➤ Enrolled in the Pre-Authorized payment plan for our MB Hydro monthly bills</div><div>Audit</div><div><div>➤ Prepared and sent documents to Sensus.</div><div>➤ Sensus came to the office on May 29, to conduct the audit</div><div>➤ Prepared and sent additional documents to Sensus</div><div>➤ Received the listing of Auditing Adjusting entries on June 17th, started on adjustments, and updating the cost-share schedule to send back to Sensus.</div></div><div>Admin</div><div><div>➤ Wrote mtg minutes for: Executive mtg #54-24, May 9th, 2024;</div><div>➤ Prepared packages for the Executive meeting</div><div>➤ Submitted the article for the Current magazine</div><div>➤ Completed the monthly Business Payroll Survey for Statistics Canada</div><div>➤ Booked 6 rooms at the Victora Inns in Brandon for the MGFA conference</div><div>➤ Emailed members in regards to the All Members meeting, booked venue, and organized meeting</div></div><div>GROW</div><div><div>➤ Printed all financial reports for GROW Coordinator for GROW reporting</div><div>➤ Worked with GROW Coordinator on reporting</div></div><div>Water Testing Days</div><div><div>➤ Inputting applications into excel table on a weekly basis</div><div>➤ Approval email to applicants is sent out every Friday</div><div>➤ Approval list to RM's is sent every Friday</div><div>➤ Collected Water samples from RM's and delivered to the lab on May 21st<div><div>○ 109 Residents</div><div>○ 109 Coliform & E.coli samples</div><div>○ 25 Advanced Drinking Water Quality samples</div></div></div><div>➤ Approximately 110 request forms received and entered for the June 25th testing day, and approximately 30 requests waiting to be entered</div><div>➤ Approximately \$12,000.00 has been utilized</div></div><div>Community Tree Nursery Program</div><div><div>➤ Sent reminder emails to applicants – all orders were to be picked up by May 31st, 2024</div><div>➤ Called applicants who had not yet picked up their orders</div><div>➤ Picked up remaining trees from Sabados on June 4th.<div><div>○ There were 44 trees that had not bee picked up, one order of 8 trees got picked up at the office as the applicant had made prior arrangements.</div><div>○ Each staff member took 4 trees home</div><div>○ 9 Haskaps were given to the RM of Grahamdale for their food forest in the park</div><div>○ 15 trees were given to Oak Point Community Centre</div></div></div></div><div>2 Billion Trees</div><div><div>➤ Went with Technician to pick-up the 2BT order from the EIWD and delivered to landowners – May 22nd</div><div>➤ Checked and counted the trees that were delivered to the RM of Coldwell through the MB 2BT – June 13th</div></div></div></div>	
-----	--	--

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

PAGE

PAGE 3 OF 11

LOCATION

LUNDAR GOLF COURSE

DATE

JUNE 20, 2024

	<div><div>FoodCycler Rebate</div><div><div>➤ Created application form for the FoodCycler Rebate Program</div><div>➤ Created Payment stub template and tracking system</div><div>➤ To date, we have issued 5 \$50.00 rebates for the FoodCycler FC30 model, and 2 \$100.00 rebates for the FoodCycler Eco 5 model all resident were from RM of St.Laurent</div></div></div> <div><div>Bat Houses</div><div><div>➤ Created Inventory tracking sheet</div><div>➤ To date 57 2 chamber bat houses have been ordered and delivered to the office (\$2,788.36)</div><div>➤ 37 have been sold (\$740.00)<div><div>○ 5 houses to 5 residents of the RM of Coldwell</div><div>○ 15 houses to 10 residents of the RM of St.Luarent</div><div>○ 1 house to 1 resident of the RM of Woodlands</div><div>○ 5 houses to 3 residents of the RM of West Interlake</div><div>○ 11 houses to 6 residents of the RM of Grahamdale</div></div></div><div>➤ 50 4-chamber Bat Houses have been purchased, awaiting delivery</div></div></div> <div><div>Meetings</div><div><div>➤ Narcisse DU meeting at the Lundar Ag Multipurpose Building – May 17th</div><div>➤ Administrators meeting in Gimli - May 23rd & 24th</div></div></div> <div><div>Other</div><div><div>➤ Phone calls/meetings with producers regarding current and future applications</div><div>➤ WIWD monthly newsletter</div><div>➤ Water Samples at the Burnt Lake Drain with D. Kaartinen</div></div></div>	
5.2	<div><div>Managers / GROW Coordinator Report</div><div><div>Project Updates</div><div><div>➤ Communication with applicants and Horizon Lab representatives regarding Water Testing Days (receiving applications, sending confirmation emails, printing request, phone calls/emails with lab)</div><div>➤ Follow-ups on Projects and communication with existing applicants (PWCP, GROW)</div><div>➤ Communication with new applicants.</div><div>➤ Communication with applicants and contractors involved in the Well Water Protection and Well Chlorination Programs. Accepting applications, sending request for quotes, work orders and etc. 7 well orders issued.</div><div>➤ Communication with suppliers, applicants regarding Bat Houses Program. Direct connections have been established with suppliers Whitehorse and Big Bat House, resulting in a negotiated price reduction to an average of \$34 CAD per unit, down from the previous price of \$50-60.</div><div>➤ 54 bat houses ordered from Whitehorse. Additionally, two three-chamber bat houses, each supporting up to 300 bats, have been received, along with a refund for a previously ordered bat house from Amazon, courtesy of the supplier, demonstrating their support for our cause and interest in further cooperation.</div><div>➤ An account has also been set up with eBrand on B2B Shop. Received access to purchase Bee Houses from Big Bat House Company at a 50% discount off their current posted price. Placed an order for Bat Houses and Bee Houses at 50% discount from posted price. Bat House – under \$35.00 each, and Bee House under \$19.00</div></div></div><div><div>Funding</div><div><div>➤ Communication with Eco Canada grant associate Andrea Palacios, Project Manager, regarding Science Horizons Youth Internship Program.</div><div>➤ Submitted a request for a donation to the iA Financial Group, requesting funds in the amount of \$3,500.00 to support the Bat Houses Program.</div></div></div></div>	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 4 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<div>➤ Submitted a request for funding to The White Feather Foundation, requesting funds in the amount of \$5,000.00 to support the Bat Houses Program.</div> <div>➤ Communication with Alicia Zurba, Program Officer, from Canada Summer Jobs Program regarding our confirmed funding. Updated funding details and contact information,</div> <div><div>NWIWMP</div><div>➤ Communication with D. Kornelsen, he will be assisting in establishing communication and cooperation with First Nation Communities.</div><div><div>IRNR</div><div>N/A</div></div><div><div>Workshops/Conferences</div><div>➤ “Grantseeking Solo: Secure Awards With Limited Staff” – webinar on May 22, 2024</div><div>➤ Webinar by the MEBP regarding Pension Plan on May 29, 2024</div><div>➤ Webinar by Tech Soup: “Closing the Power Gap: How Collective Action Can Remake AI—and the World” on May 30, 2024</div><div><div>Meetings</div><div>➤ WIWD LGC meeting on May 13, 2024</div><div>➤ Meeting with D. Kornelsen on May 14, 2024</div><div>➤ Meeting with Mary-Jane Orr and Armand Belanger, Interlake planning Event, on May 15, 2024</div><div>➤ Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on May 15, 2024</div><div>➤ Narcisse Meeting on May 17, 2024</div><div>➤ Monthly WD & EGS Manitoba - Lunch & Learn Series on June 5, 2024</div><div>➤ Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on June 12, 2024</div><div>➤ GROW Coordinators meeting on June 12, 2024</div><div>➤ Meeting with applicants for the Summer Student position on June 12, 2024</div><div>➤ Executive Board Meeting (The preparation of the agenda and supporting documentation) June 20, 2024</div><div>➤ All members Meeting on June 20, 2024</div><div><div>WIWD Expansion</div><div>N/A</div></div><div><div>Social Media</div><div>➤ Created content for social media (Facebook and Instagram) with Canva</div><div>➤ Scheduled content with Meta Business Suit promoting our district, services, programs</div><div>➤ Monitored Meta Business and Google statistics.</div><div>➤ Communication with Tara from Eriksdale Chamber of Commerce regarding promoting our services and District as a new member through social media.</div><div>➤ Communication with Ana Morozova regarding branding campaign for the PWCP.</div><div><div>GROW Program</div><div>➤ The GROW Program accepting new applications.</div></div></div></div></div></div>	
--	--	--

MINUTES OF MEETING NO.55-24

NAME
LOCATION

Executive Board
Lundar Golf Course

PAGE
DATE

Page 5 of 11
June 20, 2024

	<div>The data for three GROW Trust: 2021-2023, 2022-2024, and 2023-2025.</div> <div><div>➤ GROW Funds allocated for the Project Establishment 2021-2025: \$1,146,762.00</div><div>➤ GROW Funds Paid from April 1,2021 to March 31, 2024 for project establishment: \$707,642.64</div><div>➤ GROW Funds paid from April 1, 2021 to March 31, 2024 for project delivery: \$148,191</div><div>➤ GROW funds paid from April 1, 2023 – March 31, 2024 for project establishment: \$374,555</div><div>➤ GROW Funds allocated towards approved projects - \$181,181.00</div><div>➤ GROW Funds remaining and available for future projects (until March 31, 2025) - \$257,938</div><div>➤ Grow 2024-2026 funds approved for \$777,302.00</div><div>➤ Total amount secured until March 31, 2026 -\$1,035,240</div><div>➤ Continue working on the following reports: Final Reports for GROW 2021-2023 and 2022-2024, Interim Report for GROW 2023-2025, and Monitoring Reports for GROW 2021-2023 and 2022-2024.</div></div> <div><div>General</div><div><div>➤ Communication with potential job candidates for the Environmental Technician Assistant position.</div><div>➤ Communication with Doug Johnson and Greg Morden to address any technical issues with network, web emails and site, devices.</div><div>➤ Communication with key players involved in the Narcisse Project to organize a follow-up meeting on May 17, 2024</div><div>➤ Provided Orientation and Training to our new employee.</div><div>➤ Communication with potential applicants under the Green Team funding. Phone calls, emails, setting interviews, conducting interviews. Updated Scholarship Form for 2024, communication with applicants.</div><div>➤ Communicated with Mary-Jane Orr and EIWD regarding the events that will be hosted in July and August to promote sustainable practices and regenerative agriculture.</div><div>➤ Communication with Matthew Marchesan, sale representative from eScribe. Reviewed the proposal. Declined services.</div></div></div>	
5.3	<div>Resource Technician Report</div> <div><div><div>GROW</div><div><div>1. Wetland & Riparian Incentives; Continued referencing ESA data and producer submissions</div><div>2. Wetland & Riparian site assessment, ground truthing/drone photos</div><div>3. Met with LO's regarding GROW/PWCP interest</div><div>4. Site inspection</div></div></div><div><div>PWCP</div><div><div>1. Created new participant profiles</div><div>2. Created additional proposals</div><div>3. Identified feature type, BMP's, establishment cost(s)</div><div>4. Summarized invoice eligibility for retroactive and current projects FY 2023 & 2024</div><div>5. Calculated projected PWCP reimbursement per project FY 2023 & 2024</div><div>6. Creating Soil Landscape Coding document for each project FY 2023 & 2024</div><div>7. In contact with Brett regarding queries, FY 2024 rollout, events, etc</div></div></div></div>	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 6 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<div>8. Contacting producers regarding invoice submission, before/after photos, project status</div> <div>9. Complete revisions on proposal submissions where required</div> <div>10. Inspected some completed PWCP projects</div> <div>11. Creating agreements for each approved proposal, forwarding alongside AGR-1 forms to be filled & sending completed agreements to MAW.</div> <div>12. Completed PWCP event list update to date</div> <div>13. Completed PWCP monthly report</div> <div>14. Bi-weekly PWCP meetings with Brett (MAW)<div><div>Friday, June 7th (cancelled)</div><div>Next bi-weekly meeting June 21st</div></div></div> <div>15. Distributing new applications; accepting FY 2024 applications – processing completed FY 2024 projects.</div> <div>16. Processing new applications for LGC approval; then P.Ag approval</div> <div>17. Processing high value final projects for FY 2023; PWCP 2023 submission deadline for producers is June 30th 2024. Extensive LO contacts to ensure each is to have data submitted and project completed prior to deadline.</div> <div><div>2 Billion Trees (AWES)<div><div>1. LO contacts for the 2025 planting year; awaiting app submissions</div><div>2. Trees arrived at EIWD; the RM of Coldwell kindly lent us their trailer, allowing for ease of distribution. Hemp mats were loaded; trees were sorted at EIWD and then delivered to each of the 4 planting project locations. Over 3000 trees and hemp mats delivered & established</div><div>3. Portion of site assessments complete; remainder to be carried out in the next couple weeks.</div><div>4. Continued discussion regarding diffuse planting for 2025; meeting date to be set in the following weeks.</div><div>5. Submitted species special request list to AWES; if feasible, for future consideration</div></div></div><div><div>2 Billion Trees (Manitoba)<div><div>Contact with MB Forestry & Peatlands regarding tree distribution for public spaces</div><div>Create & distribute planting guide and responsibility document for participating groups/RM's as reference material</div><div>Trees were distributed on 2 separate delivery dates to 6 locations. 530/571 trees distributed this far, each in value from approx \$100-200 per tree. This adds great value to public spaces and saves substantial funds from an RM's budget.</div><div>The remaining 41 trees will be delivered at a decided date once MB Forestry & Peatlands receives them from their supplier.</div><div>MB Forestry & Peatland also delivered 1000 white spruce plugs and 700 willow cuttings to the district as requested. These trees are all distributed/spoken for within planting projects.</div><div>MB Forestry & Peatlands has been contacted regarding our interest in future participation if the program is to carry forward, and how we may expand upon or improve the program.</div></div></div><div><div>WIWD<div><div>Pollinator garden signs & seed distributed under Conservation Trust</div><div>Water testing days May 21st with Kaitlyn – Horizon Labs; next date June 25th</div><div>Community tree orders that were not picked up by applicants were retained and redistributed by the WIWD.</div><div>Lundar Fair Saturday June 15th – a lot of vocalized interest in tree planting & bat houses</div><div>Burnt Lake Drain water samples (Lake Wpg Foundation – Phosphorous)</div></div></div></div></div></div>	
--	---	--

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 7 of 11

June 20, 2024

	6. Website updates	
5.4	Chairperson Report T. Nevakshonoff gave a verbal report.	
5.5	MAW Rep Report Report is on file at the office	
5.6	HR Report M. McLelland gave a verbal report; 2 interviews for a summer student position were held on June 12 th , 2024.	
5.7	Watershed Planner Report D. Timmerman gave a verbal update.	
5.8	Environmental Technician Assistant Report <ul style="list-style-type: none">Getting familiarized with the WIWD policies and ongoing programs.Helped with introducing bat houses to the land owners.Familiarized myself with the EGS database, tried creating agreements and features.Attended the GROW coordinator meeting and learned more about EGS database.Learned about the well water protection program and entered a demo case into EGS database.Helped with Lundar fair (June 14th and 15th).Helped rating articles for scholarship.Helped answering questions about water testing program and entered application data.Helped drafting sisal twine application (GROW).	
6.0	In Camera Discussion <u>487-24: M. McLelland – J. Cruise</u> BE IT RESOLVED THAT the board moves in-camera at 3:49 p.m. <u>488-24: J. Cruise – M. McLelland</u> BE IT RESOLVED THAT the board moves out-of-camera at 4:12 p.m. <u>489-24: J. Cruise – C. Howse</u> BE IT RESOLVED THAT the board approves to hire I. Bours as a summer student for 3 days a week at \$17.00/hr, starting July 2 nd , 2024.	CARRIED CARRIED CARRIED
7.0	Old Business	
7.1	WIWD Expansion The Watershed Planner reported on recent departmental changes. Kelly-Anne will serve as Director of Water Science and Watershed Management for the next six	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 8 of 11

June 20, 2024

	months, leaving her role in the Watershed District Program. Lacy Kontzie has taken over as Manager of Watershed Planning and Programs, and April North has accepted the position of Regional Manager of Community Pasture. The WIWD Expansion is expected to be finalized within the next few months.	
7.2	Audit Sensus visited the office on May 29 th , 2024 to conduct the Audit for the fiscal year ending March 31 st , 2023. Financial Administrator is waiting to receive the draft Audit from Sensus to get Board approval before submitting to the province.	
7.3	Narcisse DU Project WIWD Chairperson updated Board members on the meeting that was held on May 17 th , 2024 at 1:00 p.m. at the Lundar Agricultural Multipurpose Building.	
7.4	WIWD Bird House Program Manager provided an update on current 2-chamber bat house inventory sold to date. The office is expected to receive a shipment of 50 2-chamber bat houses and 50 bee houses in the coming weeks, and a shipment of 50 4-chamber bat houses in the middle of August.	
7.5	RALP Program The following proposals were approved: <ul style="list-style-type: none">• <i>Agroforestry Establishment in the West Interlake Watershed District 2024</i> for the amount of \$20,000.00 (to plant a 5-row Shelterbelts, covering approximately 15 acres)• <i>Exclusion Fencing in the West Interlake Watershed District to Enhance and Restore Riparian Areas – 2024</i> in the amount of \$100,000.00 (to install approximately 8 km of riparian fence and 2 alternative watering systems)• <i>Cultivating Environmental Resilience through Perennial Forage Establishment.</i> In the amount of \$100,000.00 (to seed 2000 acres of perennial forages)	
7.6	GROW Program The Manager provided an update on the status of GROW funds. As of now, the WIWD has approximately \$258,000 remaining from the GROW Trust 2023-2025. In the 2023-2024 fiscal year, the WIWD expended approximately \$375,000 through the GROW program. In the 2023-2024 fiscal year, several conservation efforts were achieved. Specifically, 3,520 acres were seeded with perennial forages, 2,460 acres were planted with cover crops, and 9 alternative watering systems were installed.	
7.7	Urban Green Team Funding This matter was discussed in-camera.	
7.8	Canada Summer Job B. Morden will join our team and start working with us on June 24, 2024.	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 9 of 11

June 20, 2024

7.9	<p>ECO Canada</p> <p>Funding had been pre-approved for up to 80% of wages to a maximum of \$25,000.000. The WIWD had 30 days to recruit an employee, which expired on May 8, 2024. The WIWD had received an extension till June 8, 2024.</p> <p>The WIWD was unable to fill the position, resulting in the loss of the funding.</p>	
7.10	<p>Water Testing Days</p> <p>The first day of the Water Testing Days program took place on May 21st, 2024. Staff transported 109 Coliform & E.coli samples and 25 Advanced Drinking Water Quality samples.</p> <p>The second testing day will take place on June 25th, 2024.</p> <p>As of now, the WIWD has received 253 requests for water sampling, with an estimated cost of \$12,530.</p> <p>Once the results are in, staff will analyze them and present the findings to the Board at the next Executive Meeting, along with updated numbers of transported samples, providing a comprehensive overview of the water sampling program's progress and outcomes.</p>	
7.11	<p>PWCP</p> <p>The WIWD received confirmation on the 2024-25 fiscal year Prairie Watershed Climate Program funds, \$685,000.00 have been allocated to the WIWD.</p>	
7.12	<p>Website Upgrades</p> <p>Staff will be exploring the possibility of developing a website for the WIWD in-house.</p>	
7.13	<p>Tree Program</p> <p>The 2023-24 tree program is now complete, all trees have been picked up and distributed.</p> <p>The new application intake will begin in September.</p> <p>Staff are to explore the potential to revamp the Community Tree Nursery Program for the 2024-25 fiscal year and bring a proposal with recommended changes to the Executive Board.</p>	
8.0	<p>New Business</p>	
8.1	<p>MAW Tour (August 14-15), MAW Conference (December 2-4), MFGA Conference (November 12-13)</p> <p>The annual MAW tour will take place August 14th & 15th, accommodations in Morden and Winkler. The Executive board agreed upon a max of 8 WIWD representatives to attend.</p> <p>The annual MAW Conference will take place at the Canad Inns in Brandon, December 2nd – 4th. The Executive Board agreed upon a max of 12 WIWD representatives to attend.</p>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 10 of 11

June 20, 2024

	<p>Manitoba Forage and Grasslands Association is holding their annual Conference on November 12th and 13th at the Victoria Inn in Brandon. The WIWD Local GROW Committee previously agreed upon a max of 6 WIWD representatives attending. The Executive Board agreed upon a max of 3 additional WIWD representatives to attend.</p>	
8.2	<p>Well Water Protection</p> <p>An issue has arisen with a flowing well that had been sealed in the Moosehorn area during the winter of 2024, and is now leaking. The contractor contacted the WIWD to request additional funds on top of the \$1,000.00 already rendered for services when the job was initially completed, to re-seal the well.</p> <p>Manager to collect more information on the project, before the Executive Board can make a decision.</p>	
	<p>B R E A K</p> <p>5:44 p.m. – 6:05 p.m.</p> <p>D. Timmerman left the meeting.</p>	
10.0	<p>Sub-District Recommendations</p>	
10.1	<p>Report on Climate Adaptation and Disaster Mitigation Workshop</p> <p>Tabled</p> <p>Dog Lake Sub-district chair is still waiting for report from presenters.</p>	
10.2	<p>Recommendations</p> <p>Tabled</p>	
10.3	<p>Lake St.Martin Outlet Channel</p> <p>Lake St.Martin Sub-district chair gave a verbal update on the current status of the Lake St.Martin Outlet Channel.</p>	
11.0	<p>Correspondence</p> <p>Tabled</p>	
12.0	<p>Review of Action Items</p> <p>Reviewed the status of Action Items from Executive meeting #54-24, May 9th, 2024.</p> <p>Action Items for Executive meeting #55-24, June 20th, 2024:</p> <ul style="list-style-type: none">Staff to contact Access Credit Union to inquire about applying interest earned towards the loan.Executive members to review Sub District recommendations, will discuss further at the July meeting.Manager to collect more information on the Flowing well in Moosehorn,	

MINUTES OF MEETING NO.55-24

NAME

Executive Board

LOCATION

Lundar Golf Course

PAGE

Page 11 of 11

DATE

June 20, 2024

13.0	<div>NEXT MEETING:</div> <div>July 18th, 2024 (tentatively)</div> <div>9:00 a.m.</div> <div>WIWD Office</div>	
15.0	<div>ADJOURNMENT</div> <div>490-24: M. McLelland – S. Hofer</div> <div>BE IT RESOLVED THAT we adjourn at 6:31 p.m.</div>	CARRIED
	<div>These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors</div>	
	<div>Tom Nevakshonoff, Chairperson WIWD</div> <div>Irina Zotter, Manager / GROW Coordinator WIWD</div>	

MINUTES OF MEETING NO.55-24

NAME Executive Board PAGE Page 1 of 11
LOCATION Lundar Golf Course DATE June 20, 2024

PRESENT: T. Nevakshonoff Chairperson WIWD
M. McLelland Board Appointee/Vice Chair WIWD
D. Germain Director Dog Lake Sub-District
S. Hofer Director Swan Creek Sub-District
J. Stefanson Director Shoal Lake Sub District
B. Fleury Director Lake Francis Sub District
C. Howse Director Lake St. Martin Sub District
J. Cruise Provincial Appointee WIWD / MAW
D. Timmerman Watershed Planner MECP
I. Zotter Manager/GROW Coordinator WIWD
K. Christensen Financial Administrator WIWD

REGRETS: B. Sigfusson Board Appointee WIWD

WRITTEN BY: K. Christensen Financial Administrator WIWD

ITEM		ACTION BY
1.0	Call To Order T. Nevakshonoff called the meeting to order at 2:03 p.m.	
2.0	Approval of Agenda <u>485-24: D. Germain – S. Hofer</u> BE IT RESOLVED THAT the Board approved the agenda with the following additions: 5.8 Environmental Technician Assistant Report 10.3 Lake St.Martin Outlet Channel update	CARRIED
3.0	Approval of Minutes <u>486-24: J. Stefanson – D. Germain</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting #54-24, May 9, 2024 as presented.	CARRIED
4.0	Financial Report	
4.1	Bank Activity K. Christensen presented the financial report: Access Credit Union Statement of Accounts from May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024. <u>487-24: B. Fleury – J. Stefanson</u> BE IT RESOLVED THAT the Board approved the expenses of May 8 th , 2024 to June 17 th , 2024 of \$42,778.53 (cheques # 1484-1517); Access Credit Union Statement of Accounts May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024.	CARRIED
5.0	Reports	

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 2 of 11

June 20, 2024

5.1	<div><div>Financial Administrator Report</div><div><div>Payroll</div><div>Financials</div><div><div>➤ Finalized and submitted the 2024-25 Final Budget.<div><div>○ Watershed planner advised that some of the new programming will need to be moved to a different line category within the budget to align with the provincial reporting structure. Changes will be made once adjustments are received.</div></div></div><div>➤ Enrolled in the Pre-Authorized payment plan for our MB Hydro monthly bills</div></div><div><div>Audit</div><div><div>➤ Prepared and sent documents to Sensus.</div><div>➤ Sensus came to the office on May 29, to conduct the audit</div><div>➤ Prepared and sent additional documents to Sensus</div><div>➤ Received the listing of Auditing Adjusting entries on June 17th, started on adjustments, and updating the cost-share schedule to send back to Sensus.</div></div></div><div><div>Admin</div><div><div>➤ Wrote mtg minutes for: Executive mtg #54-24, May 9th, 2024;</div><div>➤ Prepared packages for the Executive meeting</div><div>➤ Submitted the article for the Current magazine</div><div>➤ Completed the monthly Business Payroll Survey for Statistics Canada</div><div>➤ Booked 6 rooms at the Victora Inns in Brandon for the MGFA conference</div><div>➤ Emailed members in regards to the All Members meeting, booked venue, and organized meeting</div></div></div><div><div>GROW</div><div><div>➤ Printed all financial reports for GROW Coordinator for GROW reporting</div><div>➤ Worked with GROW Coordinator on reporting</div></div></div><div><div>Water Testing Days</div><div><div>➤ Inputting applications into excel table on a weekly basis</div><div>➤ Approval email to applicants is sent out every Friday</div><div>➤ Approval list to RM's is sent every Friday</div><div>➤ Collected Water samples from RM's and delivered to the lab on May 21st<div><div>○ 109 Residents</div><div>○ 109 Coliform & E.coli samples</div><div>○ 25 Advanced Drinking Water Quality samples</div></div></div><div>➤ Approximately 110 request forms received and entered for the June 25th testing day, and approximately 30 requests waiting to be entered</div><div>➤ Approximately \$12,000.00 has been utilized</div></div></div><div><div>Community Tree Nursery Program</div><div><div>➤ Sent reminder emails to applicants – all orders were to be picked up by May 31st, 2024</div><div>➤ Called applicants who had not yet picked up their orders</div><div>➤ Picked up remaining trees from Sabados on June 4th.<div><div>○ There were 44 trees that had not bee picked up, one order of 8 trees got picked up at the office as the applicant had made prior arrangements.</div><div>○ Each staff member took 4 trees home</div><div>○ 9 Haskaps were given to the RM of Grahamdale for their food forest in the park</div><div>○ 15 trees were given to Oak Point Community Centre</div></div></div></div></div><div><div>2 Billion Trees</div><div><div>➤ Went with Technician to pick-up the 2BT order from the EIWD and delivered to landowners – May 22nd</div><div>➤ Checked and counted the trees that were delivered to the RM of Coldwell through the MB 2BT – June 13th</div></div></div></div></div>	
-----	---	--

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 3 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<p>FoodCycler Rebate</p> <ul style="list-style-type: none">➤ Created application form for the FoodCycler Rebate Program➤ Created Payment stub template and tracking system➤ To date, we have issued 5 \$50.00 rebates for the FoodCycler FC30 model, and 2 \$100.00 rebates for the FoodCycler Eco 5 model all resident were from RM of St.Laurent <p>Bat Houses</p> <ul style="list-style-type: none">➤ Created Inventory tracking sheet➤ To date 57 2 chamber bat houses have been ordered and delivered to the office (\$2,788.36)➤ 37 have been sold (\$740.00)<ul style="list-style-type: none">○ 5 houses to 5 residents of the RM of Coldwell○ 15 houses to 10 residents of the RM of St.Luarent○ 1 house to 1 resident of the RM of Woodlands○ 5 houses to 3 residents of the RM of West Interlake○ 11 houses to 6 residents of the RM of Grahamdale➤ 50 4-chamber Bat Houses have been purchased, awaiting delivery <p>Meetings</p> <ul style="list-style-type: none">➤ Narcisse DU meeting at the Lundar Ag Multipurpose Building – May 17th➤ Administrators meeting in Gimli - May 23rd & 24th <p>Other</p> <ul style="list-style-type: none">➤ Phone calls/meetings with producers regarding current and future applications➤ WIWD monthly newsletter➤ Water Samples at the Burnt Lake Drain with D. Kaartinen	
5.2	<p>Managers / GROW Coordinator Report</p> <p><u>Project Updates</u></p> <ul style="list-style-type: none">➤ Communication with applicants and Horizon Lab representatives regarding Water Testing Days (receiving applications, sending confirmation emails, printing request, phone calls/emails with lab)➤ Follow-ups on Projects and communication with existing applicants (PWCP, GROW)➤ Communication with new applicants.➤ Communication with applicants and contractors involved in the Well Water Protection and Well Chlorination Programs. Accepting applications, sending request for quotes, work orders and etc. 7 well orders issued.➤ Communication with suppliers, applicants regarding Bat Houses Program. Direct connections have been established with suppliers Whitehorse and Big Bat House, resulting in a negotiated price reduction to an average of \$34 CAD per unit, down from the previous price of \$50-60.➤ 54 bat houses ordered from Whitehorse. Additionally, two three-chamber bat houses, each supporting up to 300 bats, have been received, along with a refund for a previously ordered bat house from Amazon, courtesy of the supplier, demonstrating their support for our cause and interest in further cooperation.➤ An account has also been set up with eBrand on B2B Shop. Received access to purchase Bee Houses from Big Bat House Company at a 50% discount off their current posted price. Placed an order for Bat Houses and Bee Houses at 50% discount from posted price. Bat House – under \$35.00 each, and Bee House under \$19.00 <p><u>Funding</u></p> <ul style="list-style-type: none">➤ Communication with Eco Canada grant associate Andrea Palacios, Project Manager, regarding Science Horizons Youth Internship Program.➤ Submitted a request for a donation to the iA Financial Group, requesting funds in the amount of \$3,500.00 to support the Bat Houses Program.	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 4 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

- Submitted a request for funding to The White Feather Foundation, requesting funds in the amount of \$5,000.00 to support the Bat Houses Program.
- Communication with Alicia Zurba, Program Officer, from Canada Summer Jobs Program regarding our confirmed funding. Updated funding details and contact information,

NWIWMP

- Communication with D. Kornelsen, he will be assisting in establishing communication and cooperation with First Nation Communities.

IRNR
N/A

Workshops/Conferences

- “Grantseeking Solo: Secure Awards With Limited Staff” – webinar on May 22, 2024
- Webinar by the MEBP regarding Pension Plan on May 29, 2024
- Webinar by Tech Soup: “Closing the Power Gap: How Collective Action Can Remake AI—and the World” on May 30, 2024

Meetings

- WIWD LGC meeting on May 13, 2024
- Meeting with D. Kornelsen on May 14, 2024
- Meeting with Mary-Jane Orr and Armand Belanger, Interlake planning Event, on May 15, 2024
- Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on May 15, 2024
- Narcisse Meeting on May 17, 2024
- Monthly WD & EGS Manitoba - Lunch & Learn Series on June 5, 2024
- Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on June 12, 2024
- GROW Coordinators meeting on June 12, 2024
- Meeting with applicants for the Summer Student position on June 12, 2024
- Executive Board Meeting (The preparation of the agenda and supporting documentation) June 20, 2024
- All members Meeting on June 20, 2024

WIWD Expansion
N/A

Social Media

- Created content for social media (Facebook and Instagram) with Canva
- Scheduled content with Meta Business Suit promoting our district, services, programs
- Monitored Meta Business and Google statistics.
- Communication with Tara from Eriksdale Chamber of Commerce regarding promoting our services and District as a new member through social media.
- Communication with Ana Morozova regarding branding campaign for the PWCP.

GROW Program

- The GROW Program accepting new applications.

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Lundar Golf Course

PAGE

Page 5 of 11

DATE

June 20, 2024

	<div><div>The data for three GROW Trust: 2021-2023, 2022-2024, and 2023-2025.</div><div><div>➤ GROW Funds allocated for the Project Establishment 2021-2025: \$1,146,762.00</div><div>➤ GROW Funds Paid from April 1,2021 to March 31, 2024 for project establishment: \$707,642.64</div><div>➤ GROW Funds paid from April 1, 2021 to March 31, 2024 for project delivery: \$148,191</div><div>➤ GROW funds paid from April 1, 2023 – March 31, 2024 for project establishment: \$374,555</div><div>➤ GROW Funds allocated towards approved projects - \$181,181.00</div><div>➤ GROW Funds remaining and available for future projects (until March 31, 2025) - \$257,938</div><div>➤ Grow 2024-2026 funds approved for \$777,302.00</div><div>➤ Total amount secured until March 31, 2026 -\$1,035,240</div><div>➤ Continue working on the following reports: Final Reports for GROW 2021-2023 and 2022-2024, Interim Report for GROW 2023-2025, and Monitoring Reports for GROW 2021-2023 and 2022-2024.</div></div><div><div>General</div><div><div>➤ Communication with potential job candidates for the Environmental Technician Assistant position.</div><div>➤ Communication with Doug Johnson and Greg Morden to address any technical issues with network, web emails and site, devices.</div><div>➤ Communication with key players involved in the Narcisse Project to organize a follow-up meeting on May 17, 2024</div><div>➤ Provided Orientation and Training to our new employee.</div><div>➤ Communication with potential applicants under the Green Team funding. Phone calls, emails, setting interviews, conducting interviews. Updated Scholarship Form for 2024, communication with applicants.</div><div>➤ Communicated with Mary-Jane Orr and EIWD regarding the events that will be hosted in July and August to promote sustainable practices and regenerative agriculture.</div><div>➤ Communication with Matthew Marchesan, sale representative from eScribe. Reviewed the proposal. Declined services.</div></div></div></div>	
5.3	<div><div>Resource Technician Report</div><div><div><div>GROW</div><div><div>1. Wetland & Riparian Incentives; Continued referencing ESA data and producer submissions</div><div>2. Wetland & Riparian site assessment, ground truthing/drone photos</div><div>3. Met with LO's regarding GROW/PWCP interest</div><div>4. Site inspection</div></div></div><div><div>PWCP</div><div><div>1. Created new participant profiles</div><div>2. Created additional proposals</div><div>3. Identified feature type, BMP's, establishment cost(s)</div><div>4. Summarized invoice eligibility for retroactive and current projects FY 2023 & 2024</div><div>5. Calculated projected PWCP reimbursement per project FY 2023 & 2024</div><div>6. Creating Soil Landscape Coding document for each project FY 2023 & 2024</div><div>7. In contact with Brett regarding queries, FY 2024 rollout, events, etc</div></div></div></div></div>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 6 of 11

June 20, 2024

	<div><div><div>8. Contacting producers regarding invoice submission, before/after photos, project status</div><div>9. Complete revisions on proposal submissions where required</div><div>10. Inspected some completed PWCP projects</div><div>11. Creating agreements for each approved proposal, forwarding alongside AGR-1 forms to be filled & sending completed agreements to MAW.</div><div>12. Completed PWCP event list update to date</div><div>13. Completed PWCP monthly report</div><div>14. Bi-weekly PWCP meetings with Brett (MAW)<div><div>▪ Friday, June 7th (cancelled)</div><div>▪ Next bi-weekly meeting June 21st</div></div></div><div>15. Distributing new applications; accepting FY 2024 applications – processing completed FY 2024 projects.</div><div>16. Processing new applications for LGC approval; then P.Ag approval</div><div>17. Processing high value final projects for FY 2023; PWCP 2023 submission deadline for producers is June 30th 2024. Extensive LO contacts to ensure each is to have data submitted and project completed prior to deadline.</div></div><div><div>• 2 Billion Trees (AWES)</div><div><div>1. LO contacts for the 2025 planting year; awaiting app submissions</div><div>2. Trees arrived at EIWD; the RM of Coldwell kindly lent us their trailer, allowing for ease of distribution. Hemp mats were loaded; trees were sorted at EIWD and then delivered to each of the 4 planting project locations. Over 3000 trees and hemp mats delivered & established</div><div>3. Portion of site assessments complete; remainder to be carried out in the next couple weeks.</div><div>4. Continued discussion regarding diffuse planting for 2025; meeting date to be set in the following weeks.</div><div>5. Submitted species special request list to AWES; if feasible, for future consideration</div></div></div><div><div>• 2 Billion Trees (Manitoba)</div><div><div>○ Contact with MB Forestry & Peatlands regarding tree distribution for public spaces</div><div>○ Create & distribute planting guide and responsibility document for participating groups/RM's as reference material</div><div>○ Trees were distributed on 2 separate delivery dates to 6 locations. 530/571 trees distributed this far, each in value from approx \$100-200 per tree. This adds great value to public spaces and saves substantial funds from an RM's budget.</div><div>○ The remaining 41 trees will be delivered at a decided date once MB Forestry & Peatlands receives them from their supplier.</div><div>○ MB Forestry & Peatland also delivered 1000 white spruce plugs and 700 willow cuttings to the district as requested. These trees are all distributed/spoken for within planting projects.</div><div>○ MB Forestry & Peatlands has been contacted regarding our interest in future participation if the program is to carry forward, and how we may expand upon or improve the program.</div></div></div><div><div>• WIWD</div><div><div>1. Pollinator garden signs & seed distributed under Conservation Trust</div><div>2. Water testing days May 21st with Kaitlyn – Horizon Labs; next date June 25th</div><div>3. Community tree orders that were not picked up by applicants were retained and redistributed by the WIWD.</div><div>4. Lundar Fair Saturday June 15th – a lot of vocalized interest in tree planting & bat houses</div><div>5. Burnt Lake Drain water samples (Lake Wpg Foundation – Phosphorous)</div></div></div></div>	
--	--	--

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 7 of 11

June 20, 2024

	6. Website updates	
5.4	Chairperson Report T. Nevakshonoff gave a verbal report.	
5.5	MAW Rep Report Report is on file at the office	
5.6	HR Report M. McLelland gave a verbal report; 2 interviews for a summer student position were held on June 12 th , 2024.	
5.7	Watershed Planner Report D. Timmerman gave a verbal update.	
5.8	Environmental Technician Assistant Report <ul style="list-style-type: none">Getting familiarized with the WIWD policies and ongoing programs.Helped with introducing bat houses to the land owners.Familiarized myself with the EGS database, tried creating agreements and features.Attended the GROW coordinator meeting and learned more about EGS database.Learned about the well water protection program and entered a demo case into EGS database.Helped with Lundar fair (June 14th and 15th).Helped rating articles for scholarship.Helped answering questions about water testing program and entered application data.Helped drafting sisal twine application (GROW).	
6.0	In Camera Discussion <u>487-24: M. McLelland – J. Cruise</u> BE IT RESOLVED THAT the board moves in-camera at 3:49 p.m. <u>488-24: J. Cruise – M. McLelland</u> BE IT RESOLVED THAT the board moves out-of-camera at 4:12 p.m. <u>489-24: J. Cruise – C. Howse</u> BE IT RESOLVED THAT the board approves to hire I. Bours as a summer student for 3 days a week at \$17.00/hr, starting July 2 nd , 2024.	CARRIED CARRIED CARRIED
7.0	Old Business	
7.1	WIWD Expansion The Watershed Planner reported on recent departmental changes. Kelly-Anne will serve as Director of Water Science and Watershed Management for the next six	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 8 of 11

June 20, 2024

	<p>months, leaving her role in the Watershed District Program. Lacy Kontzie has taken over as Manager of Watershed Planning and Programs, and April North has accepted the position of Regional Manager of Community Pasture. The WIWD Expansion is expected to be finalized within the next few months.</p>	
7.2	<p>Audit</p> <p>Sensus visited the office on May 29th, 2024 to conduct the Audit for the fiscal year ending March 31st, 2023. Financial Administrator is waiting to receive the draft Audit from Sensus to get Board approval before submitting to the province.</p>	
7.3	<p>Narcisse DU Project</p> <p>WIWD Chairperson updated Board members on the meeting that was held on May 17th, 2024 at 1:00 p.m. at the Lundar Agricultural Multipurpose Building.</p>	
7.4	<p>WIWD Bird House Program</p> <p>Manager provided an update on current 2-chamber bat house inventory sold to date. The office is expected to receive a shipment of 50 2-chamber bat houses and 50 bee houses in the coming weeks, and a shipment of 50 4-chamber bat houses in the middle of August.</p>	
7.5	<p>RALP Program</p> <p>The following proposals were approved:</p> <ul style="list-style-type: none">• <i>Agroforestry Establishment in the West Interlake Watershed District 2024</i> for the amount of \$20,000.00 (to plant a 5-row Shelterbelts, covering approximately 15 acres)• <i>Exclusion Fencing in the West Interlake Watershed District to Enhance and Restore Riparian Areas – 2024</i> in the amount of \$100,000.00 (to install approximately 8 km of riparian fence and 2 alternative watering systems)• <i>Cultivating Environmental Resilience through Perennial Forage Establishment.</i> In the amount of \$100,000.00 (to seed 2000 acres of perennial forages)	
7.6	<p>GROW Program</p> <p>The Manager provided an update on the status of GROW funds. As of now, the WIWD has approximately \$258,000 remaining from the GROW Trust 2023-2025. In the 2023-2024 fiscal year, the WIWD expended approximately \$375,000 through the GROW program.</p> <p>In the 2023-2024 fiscal year, several conservation efforts were achieved. Specifically, 3,520 acres were seeded with perennial forages, 2,460 acres were planted with cover crops, and 9 alternative watering systems were installed.</p>	
7.7	<p>Urban Green Team Funding</p> <p>This matter was discussed in-camera.</p>	
7.8	<p>Canada Summer Job</p> <p>B. Morden will join our team and start working with us on June 24, 2024.</p>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 9 of 11

June 20, 2024

7.9	<p>ECO Canada</p> <p>Funding had been pre-approved for up to 80% of wages to a maximum of \$25,000.000. The WIWD had 30 days to recruit an employee, which expired on May 8, 2024. The WIWD had received an extension till June 8, 2024.</p> <p>The WIWD was unable to fill the position, resulting in the loss of the funding.</p>	
7.10	<p>Water Testing Days</p> <p>The first day of the Water Testing Days program took place on May 21st, 2024. Staff transported 109 Coliform & E.coli samples and 25 Advanced Drinking Water Quality samples.</p> <p>The second testing day will take place on June 25th, 2024.</p> <p>As of now, the WIWD has received 253 requests for water sampling, with an estimated cost of \$12,530.</p> <p>Once the results are in, staff will analyze them and present the findings to the Board at the next Executive Meeting, along with updated numbers of transported samples, providing a comprehensive overview of the water sampling program's progress and outcomes.</p>	
7.11	<p>PWCP</p> <p>The WIWD received confirmation on the 2024-25 fiscal year Prairie Watershed Climate Program funds, \$685,000.00 have been allocated to the WIWD.</p>	
7.12	<p>Website Upgrades</p> <p>Staff will be exploring the possibility of developing a website for the WIWD in-house.</p>	
7.13	<p>Tree Program</p> <p>The 2023-24 tree program is now complete, all trees have been picked up and distributed.</p> <p>The new application intake will begin in September.</p> <p>Staff are to explore the potential to revamp the Community Tree Nursery Program for the 2024-25 fiscal year and bring a proposal with recommended changes to the Executive Board.</p>	
8.0	<p>New Business</p>	
8.1	<p>MAW Tour (August 14-15), MAW Conference (December 2-4), MFGA Conference (November 12-13)</p> <p>The annual MAW tour will take place August 14th & 15th, accommodations in Morden and Winkler. The Executive board agreed upon a max of 8 WIWD representatives to attend.</p> <p>The annual MAW Conference will take place at the Canad Inns in Brandon, December 2nd – 4th. The Executive Board agreed upon a max of 12 WIWD representatives to attend.</p>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Lundar Golf Course

PAGE

Page 10 of 11

DATE

June 20, 2024

	<p>Manitoba Forage and Grasslands Association is holding their annual Conference on November 12th and 13th at the Victoria Inn in Brandon. The WIWD Local GROW Committee previously agreed upon a max of 6 WIWD representatives attending. The Executive Board agreed upon a max of 3 additional WIWD representatives to attend.</p>	
8.2	<p>Well Water Protection</p> <p>An issue has arisen with a flowing well that had been sealed in the Moosehorn area during the winter of 2024, and is now leaking. The contractor contacted the WIWD to request additional funds on top of the \$1,000.00 already rendered for services when the job was initially completed, to re-seal the well.</p> <p>Manager to collect more information on the project, before the Executive Board can make a decision.</p>	
	<p>B R E A K</p> <p>5:44 p.m. – 6:05 p.m.</p> <p>D. Timmerman left the meeting.</p>	
10.0	<p>Sub-District Recommendations</p>	
10.1	<p>Report on Climate Adaptation and Disaster Mitigation Workshop</p> <p>Tabled</p> <p>Dog Lake Sub-district chair is still waiting for report from presenters.</p>	
10.2	<p>Recommendations</p> <p>Tabled</p>	
10.3	<p>Lake St.Martin Outlet Channel</p> <p>Lake St.Martin Sub-district chair gave a verbal update on the current status of the Lake St.Martin Outlet Channel.</p>	
11.0	<p>Correspondence</p> <p>Tabled</p>	
12.0	<p>Review of Action Items</p> <p>Reviewed the status of Action Items from Executive meeting #54-24, May 9th, 2024.</p> <p>Action Items for Executive meeting #55-24, June 20th, 2024:</p> <ul style="list-style-type: none">• Staff to contact Access Credit Union to inquire about applying interest earned towards the loan.• Executive members to review Sub District recommendations, will discuss further at the July meeting.• Manager to collect more information on the Flowing well in Moosehorn,	

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 11 of 11

June 20, 2024

13.0	<div>NEXT MEETING:</div> <div>July 18th, 2024 (tentatively)</div> <div>9:00 a.m.</div> <div>WIWD Office</div>	
15.0	<div>ADJOURNMENT</div> <div>490-24: M. McLelland – S. Hofer</div> <div>BE IT RESOLVED THAT we adjourn at 6:31 p.m.</div>	CARRIED
	<div>These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors</div>	
	<div>Tom Nevakshonoff, Chairperson WIWD</div> <div>Irina Zotter, Manager / GROW Coordinator WIWD</div>	

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 1 of 11

June 20, 2024

PRESENT:

T. Nevakshonoff

M. McLelland

D. Germain

S. Hofer

J. Stefanson

B. Fleury

C. Howse

J. Cruise

D. Timmerman

I. Zotter

K. Christensen

Chairperson

Board Appointee/Vice Chair

Director

Director

Director

Director

Director

Provincial Appointee

Watershed Planner

Manager/GROW Coordinator

Financial Administrator

WIWD

WIWD

Dog Lake Sub-District

Swan Creek Sub-District

Shoal Lake Sub District

Lake Francis Sub District

Lake St. Martin Sub District

WIWD / MAW

MECP

WIWD

WIWD

REGRETS:

B. Sigfusson

Board Appointee

WIWD

WRITTEN BY:

K. Christensen

Financial Administrator

WIWD

ITEM		ACTION BY
1.0	Call To Order T. Nevakshonoff called the meeting to order at 2:03 p.m.	
2.0	Approval of Agenda <u>485-24: D. Germain – S. Hofer</u> BE IT RESOLVED THAT the Board approved the agenda with the following additions: 5.8 Environmental Technician Assistant Report 10.3 Lake St.Martin Outlet Channel update	CARRIED
3.0	Approval of Minutes <u>486-24: J. Stefanson – D. Germain</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting #54-24, May 9, 2024 as presented.	CARRIED
4.0	Financial Report	
4.1	Bank Activity K. Christensen presented the financial report: Access Credit Union Statement of Accounts from May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024. <u>487-24: B. Fleury – J. Stefanson</u> BE IT RESOLVED THAT the Board approved the expenses of May 8 th , 2024 to June 17 th , 2024 of \$42,778.53 (cheques # 1484-1517); Access Credit Union Statement of Accounts May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024.	CARRIED
5.0	Reports	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 2 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

5.1	<p>Financial Administrator Report</p> <p>Payroll</p> <p>Financials</p> <ul style="list-style-type: none">➤ Finalized and submitted the 2024-25 Final Budget.<ul style="list-style-type: none">○ Watershed planner advised that some of the new programming will need to be moved to a different line category within the budget to align with the provincial reporting structure. Changes will be made once adjustments are received.➤ Enrolled in the Pre-Authorized payment plan for our MB Hydro monthly bills <p>Audit</p> <ul style="list-style-type: none">➤ Prepared and sent documents to Sensus.➤ Sensus came to the office on May 29, to conduct the audit➤ Prepared and sent additional documents to Sensus➤ Received the listing of Auditing Adjusting entries on June 17th, started on adjustments, and updating the cost-share schedule to send back to Sensus. <p>Admin</p> <ul style="list-style-type: none">➤ Wrote mtg minutes for: Executive mtg #54-24, May 9th, 2024;➤ Prepared packages for the Executive meeting➤ Submitted the article for the Current magazine➤ Completed the monthly Business Payroll Survey for Statistics Canada➤ Booked 6 rooms at the Victoria Inns in Brandon for the MGFA conference➤ Emailed members in regards to the All Members meeting, booked venue, and organized meeting <p>GROW</p> <ul style="list-style-type: none">➤ Printed all financial reports for GROW Coordinator for GROW reporting➤ Worked with GROW Coordinator on reporting <p>Water Testing Days</p> <ul style="list-style-type: none">➤ Inputting applications into excel table on a weekly basis➤ Approval email to applicants is sent out every Friday➤ Approval list to RM's is sent every Friday➤ Collected Water samples from RM's and delivered to the lab on May 21st<ul style="list-style-type: none">○ 109 Residents○ 109 Coliform & E.coli samples○ 25 Advanced Drinking Water Quality samples➤ Approximately 110 request forms received and entered for the June 25th testing day, and approximately 30 requests waiting to be entered➤ Approximately \$12,000.00 has been utilized <p>Community Tree Nursery Program</p> <ul style="list-style-type: none">➤ Sent reminder emails to applicants – all orders were to be picked up by May 31st, 2024➤ Called applicants who had not yet picked up their orders➤ Picked up remaining trees from Sabados on June 4th.<ul style="list-style-type: none">○ There were 44 trees that had not been picked up, one order of 8 trees got picked up at the office as the applicant had made prior arrangements.○ Each staff member took 4 trees home○ 9 Haskaps were given to the RM of Grahamdale for their food forest in the park○ 15 trees were given to Oak Point Community Centre <p>2 Billion Trees</p> <ul style="list-style-type: none">➤ Went with Technician to pick-up the 2BT order from the EIWD and delivered to landowners – May 22nd➤ Checked and counted the trees that were delivered to the RM of Coldwell through the MB 2BT – June 13th	
-----	---	--

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 3 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<p>FoodCycler Rebate</p> <ul style="list-style-type: none">➤ Created application form for the FoodCycler Rebate Program➤ Created Payment stub template and tracking system➤ To date, we have issued 5 \$50.00 rebates for the FoodCycler FC30 model, and 2 \$100.00 rebates for the FoodCycler Eco 5 model all resident were from RM of St.Laurent <p>Bat Houses</p> <ul style="list-style-type: none">➤ Created Inventory tracking sheet➤ To date 57 2 chamber bat houses have been ordered and delivered to the office (\$2,788.36)➤ 37 have been sold (\$740.00)<ul style="list-style-type: none">○ 5 houses to 5 residents of the RM of Coldwell○ 15 houses to 10 residents of the RM of St.Luarent○ 1 house to 1 resident of the RM of Woodlands○ 5 houses to 3 residents of the RM of West Interlake○ 11 houses to 6 residents of the RM of Grahamdale➤ 50 4-chamber Bat Houses have been purchased, awaiting delivery <p>Meetings</p> <ul style="list-style-type: none">➤ Narcisse DU meeting at the Lundar Ag Multipurpose Building – May 17th➤ Administrators meeting in Gimli - May 23rd & 24th <p>Other</p> <ul style="list-style-type: none">➤ Phone calls/meetings with producers regarding current and future applications➤ WIWD monthly newsletter➤ Water Samples at the Burnt Lake Drain with D. Kaartinen	
5.2	<p>Managers / GROW Coordinator Report</p> <p><u>Project Updates</u></p> <ul style="list-style-type: none">➤ Communication with applicants and Horizon Lab representatives regarding Water Testing Days (receiving applications, sending confirmation emails, printing request, phone calls/emails with lab)➤ Follow-ups on Projects and communication with existing applicants (PWCP, GROW)➤ Communication with new applicants.➤ Communication with applicants and contractors involved in the Well Water Protection and Well Chlorination Programs. Accepting applications, sending request for quotes, work orders and etc. 7 well orders issued.➤ Communication with suppliers, applicants regarding Bat Houses Program. Direct connections have been established with suppliers Whitehorse and Big Bat House, resulting in a negotiated price reduction to an average of \$34 CAD per unit, down from the previous price of \$50-60.➤ 54 bat houses ordered from Whitehorse. Additionally, two three-chamber bat houses, each supporting up to 300 bats, have been received, along with a refund for a previously ordered bat house from Amazon, courtesy of the supplier, demonstrating their support for our cause and interest in further cooperation.➤ An account has also been set up with eBrand on B2B Shop. Received access to purchase Bee Houses from Big Bat House Company at a 50% discount off their current posted price. Placed an order for Bat Houses and Bee Houses at 50% discount from posted price. Bat House – under \$35.00 each, and Bee House under \$19.00 <p><u>Funding</u></p> <ul style="list-style-type: none">➤ Communication with Eco Canada grant associate Andrea Palacios, Project Manager, regarding Science Horizons Youth Internship Program.➤ Submitted a request for a donation to the iA Financial Group, requesting funds in the amount of \$3,500.00 to support the Bat Houses Program.	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 4 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<div>➤ Submitted a request for funding to The White Feather Foundation, requesting funds in the amount of \$5,000.00 to support the Bat Houses Program.</div> <div>➤ Communication with Alicia Zurba, Program Officer, from Canada Summer Jobs Program regarding our confirmed funding. Updated funding details and contact information,</div> <div><div>NWIWMP</div><div>➤ Communication with D. Kornelsen, he will be assisting in establishing communication and cooperation with First Nation Communities.</div><div><div>IRNR</div><div>N/A</div></div><div><div>Workshops/Conferences</div><div>➤ “Grantseeking Solo: Secure Awards With Limited Staff” – webinar on May 22, 2024</div><div>➤ Webinar by the MEBP regarding Pension Plan on May 29, 2024</div><div>➤ Webinar by Tech Soup: “Closing the Power Gap: How Collective Action Can Remake AI—and the World” on May 30, 2024</div><div><div>Meetings</div><div>➤ WIWD LGC meeting on May 13, 2024</div><div>➤ Meeting with D. Kornelsen on May 14, 2024</div><div>➤ Meeting with Mary-Jane Orr and Armand Belanger, Interlake planning Event, on May 15, 2024</div><div>➤ Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on May 15, 2024</div><div>➤ Narcisse Meeting on May 17, 2024</div><div>➤ Monthly WD & EGS Manitoba - Lunch & Learn Series on June 5, 2024</div><div>➤ Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on June 12, 2024</div><div>➤ GROW Coordinators meeting on June 12, 2024</div><div>➤ Meeting with applicants for the Summer Student position on June 12, 2024</div><div>➤ Executive Board Meeting (The preparation of the agenda and supporting documentation) June 20, 2024</div><div>➤ All members Meeting on June 20, 2024</div><div><div>WIWD Expansion</div><div>N/A</div></div><div><div>Social Media</div><div>➤ Created content for social media (Facebook and Instagram) with Canva</div><div>➤ Scheduled content with Meta Business Suit promoting our district, services, programs</div><div>➤ Monitored Meta Business and Google statistics.</div><div>➤ Communication with Tara from Eriksdale Chamber of Commerce regarding promoting our services and District as a new member through social media.</div><div>➤ Communication with Ana Morozova regarding branding campaign for the PWCP.</div><div><div>GROW Program</div><div>➤ The GROW Program accepting new applications.</div></div></div></div></div></div>	
--	--	--

MINUTES OF MEETING NO.55-24

NAME
LOCATION

Executive Board
Lundar Golf Course

PAGE
DATE

Page 5 of 11
June 20, 2024

	<div>The data for three GROW Trust: 2021-2023, 2022-2024, and 2023-2025.</div> <div><div>➤ GROW Funds allocated for the Project Establishment 2021-2025: \$1,146,762.00</div><div>➤ GROW Funds Paid from April 1,2021 to March 31, 2024 for project establishment: \$707,642.64</div><div>➤ GROW Funds paid from April 1, 2021 to March 31, 2024 for project delivery: \$148,191</div><div>➤ GROW funds paid from April 1, 2023 – March 31, 2024 for project establishment: \$374,555</div><div>➤ GROW Funds allocated towards approved projects - \$181,181.00</div><div>➤ GROW Funds remaining and available for future projects (until March 31, 2025) - \$257,938</div><div>➤ Grow 2024-2026 funds approved for \$777,302.00</div><div>➤ Total amount secured until March 31, 2026 -\$1,035,240</div><div>➤ Continue working on the following reports: Final Reports for GROW 2021-2023 and 2022-2024, Interim Report for GROW 2023-2025, and Monitoring Reports for GROW 2021-2023 and 2022-2024.</div></div> <div><div>General</div><div><div>➤ Communication with potential job candidates for the Environmental Technician Assistant position.</div><div>➤ Communication with Doug Johnson and Greg Morden to address any technical issues with network, web emails and site, devices.</div><div>➤ Communication with key players involved in the Narcisse Project to organize a follow-up meeting on May 17, 2024</div><div>➤ Provided Orientation and Training to our new employee.</div><div>➤ Communication with potential applicants under the Green Team funding. Phone calls, emails, setting interviews, conducting interviews. Updated Scholarship Form for 2024, communication with applicants.</div><div>➤ Communicated with Mary-Jane Orr and EIWD regarding the events that will be hosted in July and August to promote sustainable practices and regenerative agriculture.</div><div>➤ Communication with Matthew Marchesan, sale representative from eScribe. Reviewed the proposal. Declined services.</div></div></div>	
5.3	<div>Resource Technician Report</div> <div><div><div>GROW</div><div><div>1. Wetland & Riparian Incentives; Continued referencing ESA data and producer submissions</div><div>2. Wetland & Riparian site assessment, ground truthing/drone photos</div><div>3. Met with LO's regarding GROW/PWCP interest</div><div>4. Site inspection</div></div></div><div><div>PWCP</div><div><div>1. Created new participant profiles</div><div>2. Created additional proposals</div><div>3. Identified feature type, BMP's, establishment cost(s)</div><div>4. Summarized invoice eligibility for retroactive and current projects FY 2023 & 2024</div><div>5. Calculated projected PWCP reimbursement per project FY 2023 & 2024</div><div>6. Creating Soil Landscape Coding document for each project FY 2023 & 2024</div><div>7. In contact with Brett regarding queries, FY 2024 rollout, events, etc</div></div></div></div>	

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 6 of 11

June 20, 2024

	<div><div><div>8. Contacting producers regarding invoice submission, before/after photos, project status</div><div>9. Complete revisions on proposal submissions where required</div><div>10. Inspected some completed PWCP projects</div><div>11. Creating agreements for each approved proposal, forwarding alongside AGR-1 forms to be filled & sending completed agreements to MAW.</div><div>12. Completed PWCP event list update to date</div><div>13. Completed PWCP monthly report</div><div>14. Bi-weekly PWCP meetings with Brett (MAW)<div><div>▪ Friday, June 7th (cancelled)</div><div>▪ Next bi-weekly meeting June 21st</div></div></div><div>15. Distributing new applications; accepting FY 2024 applications – processing completed FY 2024 projects.</div><div>16. Processing new applications for LGC approval; then P.Ag approval</div><div>17. Processing high value final projects for FY 2023; PWCP 2023 submission deadline for producers is June 30th 2024. Extensive LO contacts to ensure each is to have data submitted and project completed prior to deadline.</div></div><div><div>• 2 Billion Trees (AWES)</div><div><div>1. LO contacts for the 2025 planting year; awaiting app submissions</div><div>2. Trees arrived at EIWD; the RM of Coldwell kindly lent us their trailer, allowing for ease of distribution. Hemp mats were loaded; trees were sorted at EIWD and then delivered to each of the 4 planting project locations. Over 3000 trees and hemp mats delivered & established</div><div>3. Portion of site assessments complete; remainder to be carried out in the next couple weeks.</div><div>4. Continued discussion regarding diffuse planting for 2025; meeting date to be set in the following weeks.</div><div>5. Submitted species special request list to AWES; if feasible, for future consideration</div></div></div><div><div>• 2 Billion Trees (Manitoba)</div><div><div>○ Contact with MB Forestry & Peatlands regarding tree distribution for public spaces</div><div>○ Create & distribute planting guide and responsibility document for participating groups/RM's as reference material</div><div>○ Trees were distributed on 2 separate delivery dates to 6 locations. 530/571 trees distributed this far, each in value from approx \$100-200 per tree. This adds great value to public spaces and saves substantial funds from an RM's budget.</div><div>○ The remaining 41 trees will be delivered at a decided date once MB Forestry & Peatlands receives them from their supplier.</div><div>○ MB Forestry & Peatland also delivered 1000 white spruce plugs and 700 willow cuttings to the district as requested. These trees are all distributed/spoken for within planting projects.</div><div>○ MB Forestry & Peatlands has been contacted regarding our interest in future participation if the program is to carry forward, and how we may expand upon or improve the program.</div></div></div><div><div>• WIWD</div><div><div>1. Pollinator garden signs & seed distributed under Conservation Trust</div><div>2. Water testing days May 21st with Kaitlyn – Horizon Labs; next date June 25th</div><div>3. Community tree orders that were not picked up by applicants were retained and redistributed by the WIWD.</div><div>4. Lundar Fair Saturday June 15th – a lot of vocalized interest in tree planting & bat houses</div><div>5. Burnt Lake Drain water samples (Lake Wpg Foundation – Phosphorous)</div></div></div></div>	
--	--	--

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 7 of 11

June 20, 2024

	6. Website updates	
5.4	Chairperson Report T. Nevakshonoff gave a verbal report.	
5.5	MAW Rep Report Report is on file at the office	
5.6	HR Report M. McLelland gave a verbal report; 2 interviews for a summer student position were held on June 12 th , 2024.	
5.7	Watershed Planner Report D. Timmerman gave a verbal update.	
5.8	Environmental Technician Assistant Report <ul style="list-style-type: none">Getting familiarized with the WIWD policies and ongoing programs.Helped with introducing bat houses to the land owners.Familiarized myself with the EGS database, tried creating agreements and features.Attended the GROW coordinator meeting and learned more about EGS database.Learned about the well water protection program and entered a demo case into EGS database.Helped with Lundar fair (June 14th and 15th).Helped rating articles for scholarship.Helped answering questions about water testing program and entered application data.Helped drafting sisal twine application (GROW).	
6.0	In Camera Discussion <u>487-24: M. McLelland – J. Cruise</u> BE IT RESOLVED THAT the board moves in-camera at 3:49 p.m. <u>488-24: J. Cruise – M. McLelland</u> BE IT RESOLVED THAT the board moves out-of-camera at 4:12 p.m. <u>489-24: J. Cruise – C. Howse</u> BE IT RESOLVED THAT the board approves to hire I. Bours as a summer student for 3 days a week at \$17.00/hr, starting July 2 nd , 2024.	CARRIED CARRIED CARRIED
7.0	Old Business	
7.1	WIWD Expansion The Watershed Planner reported on recent departmental changes. Kelly-Anne will serve as Director of Water Science and Watershed Management for the next six	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 8 of 11

June 20, 2024

	months, leaving her role in the Watershed District Program. Lacy Kontzie has taken over as Manager of Watershed Planning and Programs, and April North has accepted the position of Regional Manager of Community Pasture. The WIWD Expansion is expected to be finalized within the next few months.	
7.2	Audit Sensus visited the office on May 29 th , 2024 to conduct the Audit for the fiscal year ending March 31 st , 2023. Financial Administrator is waiting to receive the draft Audit from Sensus to get Board approval before submitting to the province.	
7.3	Narcisse DU Project WIWD Chairperson updated Board members on the meeting that was held on May 17 th , 2024 at 1:00 p.m. at the Lundar Agricultural Multipurpose Building.	
7.4	WIWD Bird House Program Manager provided an update on current 2-chamber bat house inventory sold to date. The office is expected to receive a shipment of 50 2-chamber bat houses and 50 bee houses in the coming weeks, and a shipment of 50 4-chamber bat houses in the middle of August.	
7.5	RALP Program The following proposals were approved: <ul style="list-style-type: none">• <i>Agroforestry Establishment in the West Interlake Watershed District 2024</i> for the amount of \$20,000.00 (to plant a 5-row Shelterbelts, covering approximately 15 acres)• <i>Exclusion Fencing in the West Interlake Watershed District to Enhance and Restore Riparian Areas – 2024</i> in the amount of \$100,000.00 (to install approximately 8 km of riparian fence and 2 alternative watering systems)• <i>Cultivating Environmental Resilience through Perennial Forage Establishment.</i> In the amount of \$100,000.00 (to seed 2000 acres of perennial forages)	
7.6	GROW Program The Manager provided an update on the status of GROW funds. As of now, the WIWD has approximately \$258,000 remaining from the GROW Trust 2023-2025. In the 2023-2024 fiscal year, the WIWD expended approximately \$375,000 through the GROW program. In the 2023-2024 fiscal year, several conservation efforts were achieved. Specifically, 3,520 acres were seeded with perennial forages, 2,460 acres were planted with cover crops, and 9 alternative watering systems were installed.	
7.7	Urban Green Team Funding This matter was discussed in-camera.	
7.8	Canada Summer Job B. Morden will join our team and start working with us on June 24, 2024.	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 9 of 11

June 20, 2024

7.9	<p>ECO Canada</p> <p>Funding had been pre-approved for up to 80% of wages to a maximum of \$25,000.000. The WIWD had 30 days to recruit an employee, which expired on May 8, 2024. The WIWD had received an extension till June 8, 2024.</p> <p>The WIWD was unable to fill the position, resulting in the loss of the funding.</p>	
7.10	<p>Water Testing Days</p> <p>The first day of the Water Testing Days program took place on May 21st, 2024. Staff transported 109 Coliform & E.coli samples and 25 Advanced Drinking Water Quality samples.</p> <p>The second testing day will take place on June 25th, 2024.</p> <p>As of now, the WIWD has received 253 requests for water sampling, with an estimated cost of \$12,530.</p> <p>Once the results are in, staff will analyze them and present the findings to the Board at the next Executive Meeting, along with updated numbers of transported samples, providing a comprehensive overview of the water sampling program's progress and outcomes.</p>	
7.11	<p>PWCP</p> <p>The WIWD received confirmation on the 2024-25 fiscal year Prairie Watershed Climate Program funds, \$685,000.00 have been allocated to the WIWD.</p>	
7.12	<p>Website Upgrades</p> <p>Staff will be exploring the possibility of developing a website for the WIWD in-house.</p>	
7.13	<p>Tree Program</p> <p>The 2023-24 tree program is now complete, all trees have been picked up and distributed.</p> <p>The new application intake will begin in September.</p> <p>Staff are to explore the potential to revamp the Community Tree Nursery Program for the 2024-25 fiscal year and bring a proposal with recommended changes to the Executive Board.</p>	
8.0	<p>New Business</p>	
8.1	<p>MAW Tour (August 14-15), MAW Conference (December 2-4), MFGA Conference (November 12-13)</p> <p>The annual MAW tour will take place August 14th & 15th, accommodations in Morden and Winkler. The Executive board agreed upon a max of 8 WIWD representatives to attend.</p> <p>The annual MAW Conference will take place at the Canad Inns in Brandon, December 2nd – 4th. The Executive Board agreed upon a max of 12 WIWD representatives to attend.</p>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 10 of 11

June 20, 2024

	<p>Manitoba Forage and Grasslands Association is holding their annual Conference on November 12th and 13th at the Victoria Inn in Brandon. The WIWD Local GROW Committee previously agreed upon a max of 6 WIWD representatives attending. The Executive Board agreed upon a max of 3 additional WIWD representatives to attend.</p>	
8.2	<p>Well Water Protection</p> <p>An issue has arisen with a flowing well that had been sealed in the Moosehorn area during the winter of 2024, and is now leaking. The contractor contacted the WIWD to request additional funds on top of the \$1,000.00 already rendered for services when the job was initially completed, to re-seal the well.</p> <p>Manager to collect more information on the project, before the Executive Board can make a decision.</p>	
	<p>B R E A K</p> <p>5:44 p.m. – 6:05 p.m.</p> <p>D. Timmerman left the meeting.</p>	
10.0	<p>Sub-District Recommendations</p>	
10.1	<p>Report on Climate Adaptation and Disaster Mitigation Workshop</p> <p>Tabled</p> <p>Dog Lake Sub-district chair is still waiting for report from presenters.</p>	
10.2	<p>Recommendations</p> <p>Tabled</p>	
10.3	<p>Lake St.Martin Outlet Channel</p> <p>Lake St.Martin Sub-district chair gave a verbal update on the current status of the Lake St.Martin Outlet Channel.</p>	
11.0	<p>Correspondence</p> <p>Tabled</p>	
12.0	<p>Review of Action Items</p> <p>Reviewed the status of Action Items from Executive meeting #54-24, May 9th, 2024.</p> <p>Action Items for Executive meeting #55-24, June 20th, 2024:</p> <ul style="list-style-type: none">Staff to contact Access Credit Union to inquire about applying interest earned towards the loan.Executive members to review Sub District recommendations, will discuss further at the July meeting.Manager to collect more information on the Flowing well in Moosehorn,	

MINUTES OF MEETING NO.55-24

NAME

Executive Board

PAGE

Page 11 of 11

LOCATION

Lundar Golf Course

DATE

June 20, 2024

13.0	<div>NEXT MEETING:</div> <div>July 18th, 2024 (tentatively)</div> <div>9:00 a.m.</div> <div>WIWD Office</div>	
15.0	<div>ADJOURNMENT</div> <div>490-24: M. McLelland – S. Hofer</div> <div>BE IT RESOLVED THAT we adjourn at 6:31 p.m.</div>	CARRIED
	<div>These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors</div>	
	<div>Tom Nevakshonoff, Chairperson WIWD</div> <div>Irina Zotter, Manager / GROW Coordinator WIWD</div>	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 1 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024
PRESENT:	T. Nevakshonoff M. McLelland D. Germain S. Hofer J. Stefanson B. Fleury C. Howse J. Cruise D. Timmerman I. Zotter K. Christensen	Chairperson Board Appointee/Vice Chair Director Director Director Director Director Provincial Appointee Watershed Planner Manager/GROW Coordinator Financial Administrator	WIWD WIWD Dog Lake Sub-District Swan Creek Sub-District Shoal Lake Sub District Lake Francis Sub District Lake St. Martin Sub District WIWD / MAW MECP WIWD WIWD
REGRETS:	B. Sigfusson	Board Appointee	WIWD
WRITTEN BY:	K. Christensen	Financial Administrator	WIWD

ITEM		ACTION BY
1.0	Call To Order T. Nevakshonoff called the meeting to order at 2:03 p.m.	
2.0	Approval of Agenda <u>485-24: D. Germain – S. Hofer</u> BE IT RESOLVED THAT the Board approved the agenda with the following additions: 5.8 Environmental Technician Assistant Report 10.3 Lake St.Martin Outlet Channel update	CARRIED
3.0	Approval of Minutes <u>486-24: J. Stefanson – D. Germain</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting #54-24, May 9, 2024 as presented.	CARRIED
4.0	Financial Report	
4.1	Bank Activity K. Christensen presented the financial report: Access Credit Union Statement of Accounts from May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024. <u>487-24: B. Fleury – J. Stefanson</u> BE IT RESOLVED THAT the Board approved the expenses of May 8 th , 2024 to June 17 th , 2024 of \$42,778.53 (cheques # 1484-1517); Access Credit Union Statement of Accounts May 1 st to May 31 st , 2024; Bank Account Transactions Report from May 8 th , 2024 to June 17 th , 2024; Collabria Credit Card Details from March 30 th , 2024 to April 28 th , 2024; Collabria Credit Card Details from April 29 th , 2024 to May 29 th , 2024; Comparative Income Statement April 1 st , 2024 – June 17 th , 2024.	CARRIED
5.0	Reports	

MINUTES OF MEETING NO.55-24

NAME

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 2 of 11

June 20, 2024

5.1	<div><div>Financial Administrator Report</div><div><div>Payroll</div><div>Financials</div><div><div>➤ Finalized and submitted the 2024-25 Final Budget.<div><div>○ Watershed planner advised that some of the new programming will need to be moved to a different line category within the budget to align with the provincial reporting structure. Changes will be made once adjustments are received.</div></div></div><div>➤ Enrolled in the Pre-Authorized payment plan for our MB Hydro monthly bills</div></div><div><div>Audit</div><div><div>➤ Prepared and sent documents to Sensus.</div><div>➤ Sensus came to the office on May 29, to conduct the audit</div><div>➤ Prepared and sent additional documents to Sensus</div><div>➤ Received the listing of Auditing Adjusting entries on June 17th, started on adjustments, and updating the cost-share schedule to send back to Sensus.</div></div></div><div><div>Admin</div><div><div>➤ Wrote mtg minutes for: Executive mtg #54-24, May 9th, 2024;</div><div>➤ Prepared packages for the Executive meeting</div><div>➤ Submitted the article for the Current magazine</div><div>➤ Completed the monthly Business Payroll Survey for Statistics Canada</div><div>➤ Booked 6 rooms at the Victora Inns in Brandon for the MGFA conference</div><div>➤ Emailed members in regards to the All Members meeting, booked venue, and organized meeting</div></div></div><div><div>GROW</div><div><div>➤ Printed all financial reports for GROW Coordinator for GROW reporting</div><div>➤ Worked with GROW Coordinator on reporting</div></div></div><div><div>Water Testing Days</div><div><div>➤ Inputting applications into excel table on a weekly basis</div><div>➤ Approval email to applicants is sent out every Friday</div><div>➤ Approval list to RM's is sent every Friday</div><div>➤ Collected Water samples from RM's and delivered to the lab on May 21st<div><div>○ 109 Residents</div><div>○ 109 Coliform & E.coli samples</div><div>○ 25 Advanced Drinking Water Quality samples</div></div></div><div>➤ Approximately 110 request forms received and entered for the June 25th testing day, and approximately 30 requests waiting to be entered</div><div>➤ Approximately \$12,000.00 has been utilized</div></div></div><div><div>Community Tree Nursery Program</div><div><div>➤ Sent reminder emails to applicants – all orders were to be picked up by May 31st, 2024</div><div>➤ Called applicants who had not yet picked up their orders</div><div>➤ Picked up remaining trees from Sabados on June 4th.<div><div>○ There were 44 trees that had not bee picked up, one order of 8 trees got picked up at the office as the applicant had made prior arrangements.</div><div>○ Each staff member took 4 trees home</div><div>○ 9 Haskaps were given to the RM of Grahamdale for their food forest in the park</div><div>○ 15 trees were given to Oak Point Community Centre</div></div></div></div></div><div><div>2 Billion Trees</div><div><div>➤ Went with Technician to pick-up the 2BT order from the EIWD and delivered to landowners – May 22nd</div><div>➤ Checked and counted the trees that were delivered to the RM of Coldwell through the MB 2BT – June 13th</div></div></div></div></div>	
-----	---	--

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 3 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<p>FoodCycler Rebate</p> <ul style="list-style-type: none">➤ Created application form for the FoodCycler Rebate Program➤ Created Payment stub template and tracking system➤ To date, we have issued 5 \$50.00 rebates for the FoodCycler FC30 model, and 2 \$100.00 rebates for the FoodCycler Eco 5 model all resident were from RM of St.Laurent <p>Bat Houses</p> <ul style="list-style-type: none">➤ Created Inventory tracking sheet➤ To date 57 2 chamber bat houses have been ordered and delivered to the office (\$2,788.36)➤ 37 have been sold (\$740.00)<ul style="list-style-type: none">○ 5 houses to 5 residents of the RM of Coldwell○ 15 houses to 10 residents of the RM of St.Luarent○ 1 house to 1 resident of the RM of Woodlands○ 5 houses to 3 residents of the RM of West Interlake○ 11 houses to 6 residents of the RM of Grahamdale➤ 50 4-chamber Bat Houses have been purchased, awaiting delivery <p>Meetings</p> <ul style="list-style-type: none">➤ Narcisse DU meeting at the Lundar Ag Multipurpose Building – May 17th➤ Administrators meeting in Gimli - May 23rd & 24th <p>Other</p> <ul style="list-style-type: none">➤ Phone calls/meetings with producers regarding current and future applications➤ WIWD monthly newsletter➤ Water Samples at the Burnt Lake Drain with D. Kaartinen	
5.2	<p>Managers / GROW Coordinator Report</p> <p><u>Project Updates</u></p> <ul style="list-style-type: none">➤ Communication with applicants and Horizon Lab representatives regarding Water Testing Days (receiving applications, sending confirmation emails, printing request, phone calls/emails with lab)➤ Follow-ups on Projects and communication with existing applicants (PWCP, GROW)➤ Communication with new applicants.➤ Communication with applicants and contractors involved in the Well Water Protection and Well Chlorination Programs. Accepting applications, sending request for quotes, work orders and etc. 7 well orders issued.➤ Communication with suppliers, applicants regarding Bat Houses Program. Direct connections have been established with suppliers Whitehorse and Big Bat House, resulting in a negotiated price reduction to an average of \$34 CAD per unit, down from the previous price of \$50-60.➤ 54 bat houses ordered from Whitehorse. Additionally, two three-chamber bat houses, each supporting up to 300 bats, have been received, along with a refund for a previously ordered bat house from Amazon, courtesy of the supplier, demonstrating their support for our cause and interest in further cooperation.➤ An account has also been set up with eBrand on B2B Shop. Received access to purchase Bee Houses from Big Bat House Company at a 50% discount off their current posted price. Placed an order for Bat Houses and Bee Houses at 50% discount from posted price. Bat House – under \$35.00 each, and Bee House under \$19.00 <p><u>Funding</u></p> <ul style="list-style-type: none">➤ Communication with Eco Canada grant associate Andrea Palacios, Project Manager, regarding Science Horizons Youth Internship Program.➤ Submitted a request for a donation to the iA Financial Group, requesting funds in the amount of \$3,500.00 to support the Bat Houses Program.	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 4 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

- Submitted a request for funding to The White Feather Foundation, requesting funds in the amount of \$5,000.00 to support the Bat Houses Program.
- Communication with Alicia Zurba, Program Officer, from Canada Summer Jobs Program regarding our confirmed funding. Updated funding details and contact information,

NWIWMP

- Communication with D. Kornelsen, he will be assisting in establishing communication and cooperation with First Nation Communities.

IRNR
N/A

Workshops/Conferences

- “Grantseeking Solo: Secure Awards With Limited Staff” – webinar on May 22, 2024
- Webinar by the MEBP regarding Pension Plan on May 29, 2024
- Webinar by Tech Soup: “Closing the Power Gap: How Collective Action Can Remake AI—and the World” on May 30, 2024

Meetings

- WIWD LGC meeting on May 13, 2024
- Meeting with D. Kornelsen on May 14, 2024
- Meeting with Mary-Jane Orr and Armand Belanger, Interlake planning Event, on May 15, 2024
- Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on May 15, 2024
- Narcisse Meeting on May 17, 2024
- Monthly WD & EGS Manitoba - Lunch & Learn Series on June 5, 2024
- Monthly EGS Manitoba Working Group Meeting, organized by Planning Intelligence Inc., on June 12, 2024
- GROW Coordinators meeting on June 12, 2024
- Meeting with applicants for the Summer Student position on June 12, 2024
- Executive Board Meeting (The preparation of the agenda and supporting documentation) June 20, 2024
- All members Meeting on June 20, 2024

WIWD Expansion
N/A

Social Media

- Created content for social media (Facebook and Instagram) with Canva
- Scheduled content with Meta Business Suit promoting our district, services, programs
- Monitored Meta Business and Google statistics.
- Communication with Tara from Eriksdale Chamber of Commerce regarding promoting our services and District as a new member through social media.
- Communication with Ana Morozova regarding branding campaign for the PWCP.

GROW Program

- The GROW Program accepting new applications.

MINUTES OF MEETING NO.55-24

NAME
LOCATION

Executive Board
Lundar Golf Course

PAGE
DATE

Page 5 of 11
June 20, 2024

	<div>The data for three GROW Trust: 2021-2023, 2022-2024, and 2023-2025.</div> <div><div>➤ GROW Funds allocated for the Project Establishment 2021-2025: \$1,146,762.00</div><div>➤ GROW Funds Paid from April 1,2021 to March 31, 2024 for project establishment: \$707,642.64</div><div>➤ GROW Funds paid from April 1, 2021 to March 31, 2024 for project delivery: \$148,191</div><div>➤ GROW funds paid from April 1, 2023 – March 31, 2024 for project establishment: \$374,555</div><div>➤ GROW Funds allocated towards approved projects - \$181,181.00</div><div>➤ GROW Funds remaining and available for future projects (until March 31, 2025) - \$257,938</div><div>➤ Grow 2024-2026 funds approved for \$777,302.00</div><div>➤ Total amount secured until March 31, 2026 -\$1,035,240</div><div>➤ Continue working on the following reports: Final Reports for GROW 2021-2023 and 2022-2024, Interim Report for GROW 2023-2025, and Monitoring Reports for GROW 2021-2023 and 2022-2024.</div></div> <div><div>General</div><div><div>➤ Communication with potential job candidates for the Environmental Technician Assistant position.</div><div>➤ Communication with Doug Johnson and Greg Morden to address any technical issues with network, web emails and site, devices.</div><div>➤ Communication with key players involved in the Narcisse Project to organize a follow-up meeting on May 17, 2024</div><div>➤ Provided Orientation and Training to our new employee.</div><div>➤ Communication with potential applicants under the Green Team funding. Phone calls, emails, setting interviews, conducting interviews. Updated Scholarship Form for 2024, communication with applicants.</div><div>➤ Communicated with Mary-Jane Orr and EIWD regarding the events that will be hosted in July and August to promote sustainable practices and regenerative agriculture.</div><div>➤ Communication with Matthew Marchesan, sale representative from eScribe. Reviewed the proposal. Declined services.</div></div></div>	
5.3	<div>Resource Technician Report</div> <div><div><div>GROW</div><div><div>1. Wetland & Riparian Incentives; Continued referencing ESA data and producer submissions</div><div>2. Wetland & Riparian site assessment, ground truthing/drone photos</div><div>3. Met with LO's regarding GROW/PWCP interest</div><div>4. Site inspection</div></div></div><div><div>PWCP</div><div><div>1. Created new participant profiles</div><div>2. Created additional proposals</div><div>3. Identified feature type, BMP's, establishment cost(s)</div><div>4. Summarized invoice eligibility for retroactive and current projects FY 2023 & 2024</div><div>5. Calculated projected PWCP reimbursement per project FY 2023 & 2024</div><div>6. Creating Soil Landscape Coding document for each project FY 2023 & 2024</div><div>7. In contact with Brett regarding queries, FY 2024 rollout, events, etc</div></div></div></div>	

MINUTES OF MEETING NO.55-24

NAME	Executive Board	PAGE	Page 6 of 11
LOCATION	Lundar Golf Course	DATE	June 20, 2024

	<div><div><div>8. Contacting producers regarding invoice submission, before/after photos, project status</div><div>9. Complete revisions on proposal submissions where required</div><div>10. Inspected some completed PWCP projects</div><div>11. Creating agreements for each approved proposal, forwarding alongside AGR-1 forms to be filled & sending completed agreements to MAW.</div><div>12. Completed PWCP event list update to date</div><div>13. Completed PWCP monthly report</div><div>14. Bi-weekly PWCP meetings with Brett (MAW)<div><div>Friday, June 7th (cancelled)</div><div>Next bi-weekly meeting June 21st</div></div></div><div>15. Distributing new applications; accepting FY 2024 applications – processing completed FY 2024 projects.</div><div>16. Processing new applications for LGC approval; then P.Ag approval</div><div>17. Processing high value final projects for FY 2023; PWCP 2023 submission deadline for producers is June 30th 2024. Extensive LO contacts to ensure each is to have data submitted and project completed prior to deadline.</div></div><div><div>• 2 Billion Trees (AWES)<div><div>1. LO contacts for the 2025 planting year; awaiting app submissions</div><div>2. Trees arrived at EIWD; the RM of Coldwell kindly lent us their trailer, allowing for ease of distribution. Hemp mats were loaded; trees were sorted at EIWD and then delivered to each of the 4 planting project locations. Over 3000 trees and hemp mats delivered & established</div><div>3. Portion of site assessments complete; remainder to be carried out in the next couple weeks.</div><div>4. Continued discussion regarding diffuse planting for 2025; meeting date to be set in the following weeks.</div><div>5. Submitted species special request list to AWES; if feasible, for future consideration</div></div></div><div><div>• 2 Billion Trees (Manitoba)<div><div>○ Contact with MB Forestry & Peatlands regarding tree distribution for public spaces</div><div>○ Create & distribute planting guide and responsibility document for participating groups/RM's as reference material</div><div>○ Trees were distributed on 2 separate delivery dates to 6 locations. 530/571 trees distributed this far, each in value from approx \$100-200 per tree. This adds great value to public spaces and saves substantial funds from an RM's budget.</div><div>○ The remaining 41 trees will be delivered at a decided date once MB Forestry & Peatlands receives them from their supplier.</div><div>○ MB Forestry & Peatland also delivered 1000 white spruce plugs and 700 willow cuttings to the district as requested. These trees are all distributed/spoken for within planting projects.</div><div>○ MB Forestry & Peatlands has been contacted regarding our interest in future participation if the program is to carry forward, and how we may expand upon or improve the program.</div></div></div><div><div>• WIWD<div><div>1. Pollinator garden signs & seed distributed under Conservation Trust</div><div>2. Water testing days May 21st with Kaitlyn – Horizon Labs; next date June 25th</div><div>3. Community tree orders that were not picked up by applicants were retained and redistributed by the WIWD.</div><div>4. Lundar Fair Saturday June 15th – a lot of vocalized interest in tree planting & bat houses</div><div>5. Burnt Lake Drain water samples (Lake Wpg Foundation – Phosphorous)</div></div></div></div></div></div></div>	
--	--	--

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 7 of 11

June 20, 2024

	6. Website updates	
5.4	Chairperson Report T. Nevakshonoff gave a verbal report.	
5.5	MAW Rep Report Report is on file at the office	
5.6	HR Report M. McLelland gave a verbal report; 2 interviews for a summer student position were held on June 12 th , 2024.	
5.7	Watershed Planner Report D. Timmerman gave a verbal update.	
5.8	Environmental Technician Assistant Report <ul style="list-style-type: none">Getting familiarized with the WIWD policies and ongoing programs.Helped with introducing bat houses to the land owners.Familiarized myself with the EGS database, tried creating agreements and features.Attended the GROW coordinator meeting and learned more about EGS database.Learned about the well water protection program and entered a demo case into EGS database.Helped with Lundar fair (June 14th and 15th).Helped rating articles for scholarship.Helped answering questions about water testing program and entered application data.Helped drafting sisal twine application (GROW).	
6.0	In Camera Discussion <u>487-24: M. McLelland – J. Cruise</u> BE IT RESOLVED THAT the board moves in-camera at 3:49 p.m. <u>488-24: J. Cruise – M. McLelland</u> BE IT RESOLVED THAT the board moves out-of-camera at 4:12 p.m. <u>489-24: J. Cruise – C. Howse</u> BE IT RESOLVED THAT the board approves to hire I. Bours as a summer student for 3 days a week at \$17.00/hr, starting July 2 nd , 2024.	CARRIED CARRIED CARRIED
7.0	Old Business	
7.1	WIWD Expansion The Watershed Planner reported on recent departmental changes. Kelly-Anne will serve as Director of Water Science and Watershed Management for the next six	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 8 of 11

June 20, 2024

	months, leaving her role in the Watershed District Program. Lacy Kontzie has taken over as Manager of Watershed Planning and Programs, and April North has accepted the position of Regional Manager of Community Pasture. The WIWD Expansion is expected to be finalized within the next few months.	
7.2	Audit Sensus visited the office on May 29 th , 2024 to conduct the Audit for the fiscal year ending March 31 st , 2023. Financial Administrator is waiting to receive the draft Audit from Sensus to get Board approval before submitting to the province.	
7.3	Narcisse DU Project WIWD Chairperson updated Board members on the meeting that was held on May 17 th , 2024 at 1:00 p.m. at the Lundar Agricultural Multipurpose Building.	
7.4	WIWD Bird House Program Manager provided an update on current 2-chamber bat house inventory sold to date. The office is expected to receive a shipment of 50 2-chamber bat houses and 50 bee houses in the coming weeks, and a shipment of 50 4-chamber bat houses in the middle of August.	
7.5	RALP Program The following proposals were approved: <ul style="list-style-type: none">• <i>Agroforestry Establishment in the West Interlake Watershed District 2024</i> for the amount of \$20,000.00 (to plant a 5-row Shelterbelts, covering approximately 15 acres)• <i>Exclusion Fencing in the West Interlake Watershed District to Enhance and Restore Riparian Areas – 2024</i> in the amount of \$100,000.00 (to install approximately 8 km of riparian fence and 2 alternative watering systems)• <i>Cultivating Environmental Resilience through Perennial Forage Establishment.</i> In the amount of \$100,000.00 (to seed 2000 acres of perennial forages)	
7.6	GROW Program The Manager provided an update on the status of GROW funds. As of now, the WIWD has approximately \$258,000 remaining from the GROW Trust 2023-2025. In the 2023-2024 fiscal year, the WIWD expended approximately \$375,000 through the GROW program. In the 2023-2024 fiscal year, several conservation efforts were achieved. Specifically, 3,520 acres were seeded with perennial forages, 2,460 acres were planted with cover crops, and 9 alternative watering systems were installed.	
7.7	Urban Green Team Funding This matter was discussed in-camera.	
7.8	Canada Summer Job B. Morden will join our team and start working with us on June 24, 2024.	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Executive Board

Lundar Golf Course

PAGE

DATE

Page 9 of 11

June 20, 2024

7.9	<p>ECO Canada</p> <p>Funding had been pre-approved for up to 80% of wages to a maximum of \$25,000.000. The WIWD had 30 days to recruit an employee, which expired on May 8, 2024. The WIWD had received an extension till June 8, 2024.</p> <p>The WIWD was unable to fill the position, resulting in the loss of the funding.</p>	
7.10	<p>Water Testing Days</p> <p>The first day of the Water Testing Days program took place on May 21st, 2024. Staff transported 109 Coliform & E.coli samples and 25 Advanced Drinking Water Quality samples.</p> <p>The second testing day will take place on June 25th, 2024.</p> <p>As of now, the WIWD has received 253 requests for water sampling, with an estimated cost of \$12,530.</p> <p>Once the results are in, staff will analyze them and present the findings to the Board at the next Executive Meeting, along with updated numbers of transported samples, providing a comprehensive overview of the water sampling program's progress and outcomes.</p>	
7.11	<p>PWCP</p> <p>The WIWD received confirmation on the 2024-25 fiscal year Prairie Watershed Climate Program funds, \$685,000.00 have been allocated to the WIWD.</p>	
7.12	<p>Website Upgrades</p> <p>Staff will be exploring the possibility of developing a website for the WIWD in-house.</p>	
7.13	<p>Tree Program</p> <p>The 2023-24 tree program is now complete, all trees have been picked up and distributed.</p> <p>The new application intake will begin in September.</p> <p>Staff are to explore the potential to revamp the Community Tree Nursery Program for the 2024-25 fiscal year and bring a proposal with recommended changes to the Executive Board.</p>	
8.0	<p>New Business</p>	
8.1	<p>MAW Tour (August 14-15), MAW Conference (December 2-4), MFGA Conference (November 12-13)</p> <p>The annual MAW tour will take place August 14th & 15th, accommodations in Morden and Winkler. The Executive board agreed upon a max of 8 WIWD representatives to attend.</p> <p>The annual MAW Conference will take place at the Canad Inns in Brandon, December 2nd – 4th. The Executive Board agreed upon a max of 12 WIWD representatives to attend.</p>	

MINUTES OF MEETING NO.55-24

NAME

EXECUTIVE BOARD

LOCATION

Lundar Golf Course

PAGE

Page 10 of 11

DATE

June 20, 2024

	<p>Manitoba Forage and Grasslands Association is holding their annual Conference on November 12th and 13th at the Victoria Inn in Brandon. The WIWD Local GROW Committee previously agreed upon a max of 6 WIWD representatives attending. The Executive Board agreed upon a max of 3 additional WIWD representatives to attend.</p>	
8.2	<p>Well Water Protection</p> <p>An issue has arisen with a flowing well that had been sealed in the Moosehorn area during the winter of 2024, and is now leaking. The contractor contacted the WIWD to request additional funds on top of the \$1,000.00 already rendered for services when the job was initially completed, to re-seal the well.</p> <p>Manager to collect more information on the project, before the Executive Board can make a decision.</p>	
	<p>B R E A K</p> <p>5:44 p.m. – 6:05 p.m.</p> <p>D. Timmerman left the meeting.</p>	
10.0	<p>Sub-District Recommendations</p>	
10.1	<p>Report on Climate Adaptation and Disaster Mitigation Workshop</p> <p>Tabled</p> <p>Dog Lake Sub-district chair is still waiting for report from presenters.</p>	
10.2	<p>Recommendations</p> <p>Tabled</p>	
10.3	<p>Lake St.Martin Outlet Channel</p> <p>Lake St.Martin Sub-district chair gave a verbal update on the current status of the Lake St.Martin Outlet Channel.</p>	
11.0	<p>Correspondence</p> <p>Tabled</p>	
12.0	<p>Review of Action Items</p> <p>Reviewed the status of Action Items from Executive meeting #54-24, May 9th, 2024.</p> <p>Action Items for Executive meeting #55-24, June 20th, 2024:</p> <ul style="list-style-type: none">• Staff to contact Access Credit Union to inquire about applying interest earned towards the loan.• Executive members to review Sub District recommendations, will discuss further at the July meeting.• Manager to collect more information on the Flowing well in Moosehorn,	

MINUTES OF MEETING NO.55-24

NAME

Executive Board

LOCATION

Lundar Golf Course

PAGE

Page 11 of 11

DATE

June 20, 2024

13.0	<div>NEXT MEETING:</div> <div>July 18th, 2024 (tentatively)</div> <div>9:00 a.m.</div> <div>WIWD Office</div>	
15.0	<div>ADJOURNMENT</div> <div>490-24: M. McLelland – S. Hofer</div> <div>BE IT RESOLVED THAT we adjourn at 6:31 p.m.</div>	CARRIED
	<div>These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors</div>	
	<div>Tom Nevakshonoff, Chairperson WIWD</div> <div>Irina Zotter, Manager / GROW Coordinator WIWD</div>	