

**MINUTES OF MEETING NO.74-26**

**NAME** Executive Board  
**LOCATION** WIWD Office

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**DATE** March 20<sup>th</sup>, 2026

**PRESENT:** T. Nevakshonoff Chairperson WIWD  
 M. McLelland Board Appointee/Vice Chair WIWD  
 S. Hofer Director Swan Creek Sub-District  
 J. Stefanson Director Shoal Lake Sub-District  
 D. Germain Director Dog Lake Sub-District  
 J. Cruise Provincial Appointee WIWD / MAW  
 B. Sigfusson Board Appointee WIWD  
 C. Cuvelier Watershed Planner MECP  
 I. Zotter Manager/GROW Coordinator WIWD  
 D. Chartrand Admin WIWD

**REGRETS:** B. Fleury Director Lake Francis Sub-District  
 C. Howse Director Lake St. Martin Sub-District

**WRITTEN BY:** D. Chartrand Admin WIWD

ITEM		ACTION BY
1.0	<p><b>Call To Order</b></p> <p>T. Nevakshonoff called the meeting to order at 1:09 p.m.</p>	
2.0	<p><b>Approval of Agenda</b></p> <p><b>660-26: D. Germain – M. McLelland</b>  <b>BE IT RESOLVED THAT</b> the Board approved the agenda as presented.</p>	<b>CARRIED</b>
3.0	<p><b>Approval of Minutes</b></p> <p><b>661-26: B. Sigfusson – J. Cruise</b>  <b>BE IT RESOLVED THAT</b> the Board adopted the minutes of the Executive Board Meeting # 73-26, February 27<sup>th</sup>, 2026, as presented.</p>	<b>CARRIED</b>
4.0	<p><b>Financial Report</b></p>	
4.1	<p><b>Bank Activity</b></p> <p>Manager presented the financial report:</p> <p>Income Statement: April 1, 2025 – March 12, 2026; Cheque Log – February 18<sup>th</sup>, 2026 – March 12<sup>th</sup>, 2026; Access Credit Union Statement of Accounts from February 1<sup>st</sup> – February 28<sup>th</sup>, 2026; Collabria Credit Card Statement from January 30<sup>th</sup> – February 26<sup>th</sup>, 2026.</p> <p><b>662-26: J. Stefanson – B. Sigfusson</b>  <b>BE IT RESOLVED THAT</b> the Board approve: Income Statement: April 1, 2025 – March 12, 2026; Cheque Log – February 18<sup>th</sup>, 2026 – March 12<sup>th</sup>, 2026; Access Credit Union Statement of Accounts from February 1<sup>st</sup> – February 28<sup>th</sup>, 2026; Collabria Credit Card Statement from January 30<sup>th</sup> – February 26<sup>th</sup>, 2026.</p> <p>The Board discussed the internal transfer of K. Christensen from Financial Administrator to GROW Coordinator. Additionally, having only one Board member with authorization for online services may create challenges if that individual is unavailable. The Board discussed that appointing two members with such authorization would be preferable.</p>	<b>CARRIED</b>

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	<p><b>663-26: B. Sigfusson – D. Germain</b>  <b>BE IT RESOLVED THAT</b> the Board approve the removal of K. Christensen from all financial authorizations, including the Collabria credit card, Access Credit Union bank accounts, signing authorities, and all access to and administration of online banking and electronic payment systems on behalf of the District.</p> <p><b>664-26: B. Sigfusson – M. McLelland</b>  <b>BE IT RESOLVED THAT</b> the Board approve the replacement of the current Collabria card issued to K. Christensen with a new card issued to D. Chartrand, and authorizes the Manager to complete all required documentation with the financial institution to update the cardholder name</p> <p><b>665-26: J. Cruise – B. Sigfusson</b>  <b>BE IT RESOLVED THAT</b> the Board authorizes D. Germain and D. Chartrand to access and administer online banking and electronic payment systems on behalf of the West Interlake Watershed District</p>	<p><b>CARRIED</b></p> <p><b>CARRIED</b></p> <p><b>CARRIED</b></p>
	<p><b>In Camera Discussion</b></p> <p>D. Chartrand left the room.</p> <p><b>666-26: J. Cruise – B. Sigfusson</b>  <b>BE IT RESOLVED THAT</b> the Board approves to move in-camera at 1:34 p.m.</p> <p><b>667-26: J. Cruise – D. Germain</b>  <b>BE IT RESOLVED THAT</b> The Board approves to move out-of-camera at 2:36 p.m.</p> <p><b>668-26: B. Sigfusson – J. Cruise</b>  <b>BE IT RESOLVED THAT</b> The Board approves the WIWD to seek out an experienced Human Resources Firm to provide advice on personnel, policies and procedures.</p>	<p><b>CARRIED</b></p> <p><b>CARRIED</b></p> <p><b>CARRIED</b></p>
<p><b>6.0</b></p>	<p><b>New Business</b></p> <p><b>WIWD Financial Operations</b></p> <p>Manager has obtained quotes from three accounting firms to provide financial services to The West Interlake Watershed District. The Board was asked to review quotes. Following discussion, the Board agreed that the WIWD will outsource services to support financial operations in full and will request a quote reflecting these services. Once quotes are received, Board members will schedule a Special Meeting to conduct a more in-depth review and make a final decision.</p>	
<p><b>6.1</b></p>	<p><b>Water Testing Days</b></p> <p>The Manager presented the water testing pricing proposal from Horizon Labs. The Manager noted that continuing services with Horizon Labs would be beneficial, as they offer a wide range of water testing options that can be provided to district residents at a subsidized rate. It was also noted that WIWD staff would benefit operationally by delivering water samples to one location rather than two. The Board agreed to proceed with the same offer as last year and to provide a subsidy for the bacterial and advanced water tests.</p>	
<p><b>6.2</b></p>		
<p><b>7.0</b></p>	<p><b>Old Business</b></p>	

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<b>7.1</b>	<p><b>Narcisse DU Project</b></p> <p>T. Nevakshonoff provided a verbal update.</p>	
<b>7.2</b>	<p><b>NW IWMP</b></p> <p>The Watershed Planner noted that the PMT is in the process of arranging a meeting for April, 2026. The Meeting focus will be on Climate Change.</p>	
<b>7.3</b>	<p><b>RALP Program</b></p> <p>The Manager reported that the Final Report for the 2024–2025 Grassland Enhancement project is currently under review. Staff continue to work on the projects under the 2025–2026 Grassland Enhancement program. Final Reports for the 2024–2025 Riparian Area Enhancement and 2024–2025 Agroforestry projects have been submitted and approved. The 2026–2027 RALP requests have received notification as follows:</p> <ul style="list-style-type: none"> <li>- Agroforestry Establishment in the West Interlake Watershed District 2026-2027 has been approved for funding up to \$25,550.00 beginning on April 1, 2026.</li> <li>- Cultivating Environmental Resilience through Perennial Forage Establishment in the West Interlake Watershed in 2026-2027 has been approved for funding up to \$100,000.00 beginning on April 1, 2026.</li> <li>- Native Prairie Establishment in the West Interlake Watershed District - application did not score high enough according to the assessment criteria to qualify for funding.</li> <li>- 2026 Riparian Restoration and Water Quality Improvement in the West Interlake Watershed - has been approved for funding up to \$100,000.00 beginning on April 1, 2026</li> </ul>	
<b>7.4</b>	<p><b>GROW Program</b></p> <p>There is no update at this time on the proposal “Building Watershed Resilience: A Sustainable Path 2026,” requesting \$862,000.00, as the District is still awaiting the funder’s notification letter.</p> <p>The Board reviewed a draft email to be sent to producers who participated in the Windbreak Panel Program, providing a reminder of the project conditions.</p> <p>Manager presented three potential Water Retention Projects. As these projects are new to the District, the board discussed the legal requirements, including water licensing and government approvals. The board also discussed appropriate budgeting considerations and the need to seek second opinions.</p>	
<b>7.5</b>	<p><b>PWCP</b></p> <p>The Manager provided updates. Technician is in the process of finalizing WIWD’s request for additional funding from Manitoba Association of Watersheds.</p> <p>The Manager has submitted invoices to the Manitoba Association of Watersheds for administrative expenses; payment is expected by the end of March.</p>	
<b>7.6</b>	<p><b>Conservation Trust (CT)</b></p> <p>2025-2026 project is currently in progress.</p>	

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	Proposals titled "Sisal Twine as an Alternative to Plastic Twine – Reducing Micro-Plastics on Our Landscape," requesting \$52,500.00, and "Gaining Indigenous Perspectives in the Development of Climate Adaptation Strategies in the West Interlake Watershed District," requesting \$25,000.00, have been submitted. Grant notification is anticipated in April 2026.	
	<b>Green Municipal Fund</b>	
7.7	The Manager provided an update. The third Climate Adaptation Planning Public Meeting was held in Ashern, Manitoba, at the Lakeshore Region Wellness Centre on March 19 <sup>th</sup> , 2026, at 6:30 pm. The meeting focused on Solutions to risks identified at previous public meetings; the report "What We Heard" was reviewed by the attendees. The fourth meeting date is to be determined.	
	<b>Conservation and Climate Fund</b>	
7.8	The manager noted that the Conservation and Climate Fund project is in progress. Manager will be reaching out to contracted engineering company for updates.	
	<b>Seasonal Resource Technician</b>	
7.9	Administrative and outreach coordinator provided updates on seasonal and term applicants. A chart has been completed highlighting the key qualifications of eligible candidates. The Manager will select top candidates, and the Administrative and Outreach Coordinator will began scheduling interviews.	
	<b>Funding Workshops</b>	
7.10	The Manager noted that two workshops have been completed to date. Staff presented information on available WIWD programs and initiatives on March 5, 2026, in Eriksdale and on March 16, 2026, in St. Laurent, Manitoba.  Upcoming funding workshops are scheduled for March 23 <sup>rd</sup> , 2026, in Moosehorn, Manitoba, and on April 20 <sup>th</sup> , 2026, in Lundar.	
	<b>Soil Health Workshops</b>	
7.11	The manger provided an update. The WIWD will be hosting two Soil Health Workshops featuring Gary Zimmer - a world-renowned farmer, author, speaker, and biological farming consultant. The first workshop will take place in Portage la Prairie, Manitoba, on March 26 <sup>th</sup> , 2026 at Stride Place. The second workshop will be held in Ashern, Manitoba, on March 27 <sup>th</sup> , 2026, at the Centennial Hall. These locations were selected to maximize accessibility to all residents of the district.	
	<b>Reports</b>	
8.0		
	<b>Manager/GROW Coordinator Report</b>	
8.1	Reviewed by the Board and filed at the office.	
	<b>Technician Report</b>	
8.2	Reviewed by the Board and filed at the office.	

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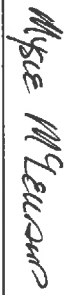
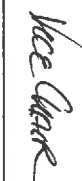

8.3	<b>Environmental Technician Assistant Report</b> Reviewed by the Board and filed at the office.	
8.4	<b>Administrative and Outreach Coordinator Report</b> Reviewed by the Board and filed at the office.	
8.5	<b>Chairperson Report</b> T. Nevakshonoff gave a verbal update.	
8.6	<b>MAW Rep Report</b> J. Cruise provided a verbal update.	
8.7	<b>Watershed Planner Report</b> Watershed Planning and Programs Provincial Update – March 2026 was provided in the meeting package and filed at the office.	
9.0	<b>Sub-District Recommendations</b> N/A	
9.1	<b>Report on the Climate Adaptation and Disaster Mitigation workshop</b> (tabled)	
9.2	<b>Recommendations</b> N/A	
10.0	<b>Correspondence</b> N/A	
11.0	<b>Next Meeting:</b>  April 16, 2026 9:00 a.m. WIWD Office	
12.0	<b>ADJOURNMENT</b> <b>669-26 D. Germain – B. Sigfusson</b> <b>BE IT RESOLVED THAT we adjourn at 4:37 p.m.</b>	<b>CARRIED</b>
	<b>These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors</b>	

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	<p> <i>Tom Nevakshonoff</i> Tom Nevakshonoff, Chairperson WWD</p> <p> <i>Myra McLeurans</i> Myra McLeurans</p> <p> <i>Vera Clark</i> Vera Clark</p> <p> <i>Irina Zotter</i> Irina Zotter, Manager / GROW Coordinator WWD</p>	
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