

MINUTES OF MEETING NO.75-26

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LOCATION	WIWD Office	DATE	April 16 th , 2026

PRESENT:	M. McLelland	Board Appointee/Vice Chair	WIWD
	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
	D. Germain	Director	Dog Lake Sub-District
	J. Cruise	Provincial Appointee	WIWD / MAW
	B. Sigfusson	Board Appointee	WIWD
	C. Cuvelier (Teams)	Watershed Planner	MECP
	I. Zotter	Manager/GROW Coordinator	WIWD
	D. Chartrand	Admin	WIWD

REGRETS: T. Nevakshonoff Chairperson WIWD

WRITTEN BY: D. Chartrand Admin WIWD

ITEM		ACTION BY
1.0	<p>Call To Order</p> <p>M. McLelland called the meeting to order at 1:01 p.m.</p>	
2.0	<p>Approval of Agenda</p> <p><u>674-26: J. Cruise – D. Germain</u> BE IT RESOLVED THAT the Board approved the agenda as presented.</p>	CARRIED
3.0	<p>Approval of Minutes</p> <p><u>675-26: B. Fleury - B. Sigfusson</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting # 74-26, March 20th, 2026, as amended to correct the time of next meeting.</p> <p>BE IT FURTHER RESOLVED THAT the Board adopted the minutes of the Executive Board Special Meeting No. 3-26 April 7, 2026, as presented.</p>	CARRIED
4.0	<p>Financial Report</p>	
4.1	<p>Bank Activity</p> <p>No bank activity was presented at this time. The Manager reported that the District has signed a contract with F.H. Black & Company, Chartered Professional Accountants Inc. Services have commenced, with the District's financial audit identified as the top priority. Financial updates are expected to be available for presentation at the Executive Meeting scheduled for May 21st.</p>	
5.0	<p>In Camera Discussion</p> <p>D. Chartrand left the room.</p> <p><u>676-26: J. Cruise – B. Fleury</u> BE IT RESOLVED THAT the Board approves to move in-camera at 1:16 p.m.</p> <p><u>677-26: D. Germain – S. Hofer</u> BE IT RESOLVED THAT The Board approves to move out-of-camera at 2:29 p.m.</p>	CARRIED CARRIED

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	<p><u>678-26: B. Fleury – B. Sigfusson</u> WHEREAS the West Interlake Watershed District conducts annual performance appraisals to support employee development, retention, and organizational effectiveness;</p> <p>AND WHEREAS wage adjustments for the 2026-2027 fiscal year are to be applied only to employees who successfully completed their annual performance appraisal for the 2025-2026 review cycle;</p> <p>AND WHEREAS the Board has reviewed the proposed wage adjustments in alignment with approved budget capacity and operational needs;</p> <p>THEREFORE BE IT RESOLVED THAT the Board approves a wage increase for employees as per in-camera discussion and recommendation, effective retroactively to April 1, 2026;</p> <p>BE IT FURTHER RESOLVED THAT the Manager apply the approved wage adjustments in accordance with the Districts compensation framework and ensure all retroactive amounts are processed in the next payroll cycle;</p> <p>BE IT FURTHER RESOLVED THAT the wage increase be funded within the approved 2026-2027 operating budget and applicable funding programs.</p> <p><u>679-26: C. Howse – J. Cruise</u> WHEREAS the WIWD provides remuneration to Board and Sub-Committee members in accordance with the District’s Policy;</p> <p>AND WHEREAS the Board supports an adjustment to the current hourly rate;</p> <p>BE IT RESOLVED THAT the hourly remuneration rate for all West Interlake Watershed District Board and Sub-Committee members be set at \$20.00 per hour, retroactive to April 1, 2026;</p>	CARRIED
6.0	New Business	
6.1	<p>MAW Strategic Plan Manager presented survey to members and completed. Will be submitted to MAW.</p>	
6.2	<p>Other Districts’ Requests</p> <p>The WIWD received a request from CAWD for support by resolution to MAW regarding a consultant review of all watershed districts to compare pay and benefits with similar organizations. The Board was informed that MAW is already conducting this review; therefore, no resolution is required at this time.</p> <p>The WIWD also received a request from IMWD for a letter of support concerning landowner liability in connection with participation in water retention projects. The Manager will prepare and submit a letter of support on behalf of the Board.</p>	
7.0	Old Business	
7.1	<p>Narcisse DU Project Tabled.</p>	

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7.2	NW IWMP	The Watershed Planner gave an update. The Next NW IWMP Meeting will take place after the next Climate Adaptation Planning Public Meeting. Hank Venema of Strategic Systems Engineering is to be invited to the meeting to provide a presentation.
7.3	RALP Program	The Manager reported that the district is currently awaiting payment for the 2024-2025 RALP projects.
7.4	GROW Program	The manager reported the full proposal for 'Building Watershed Resilience: A Sustainable Path 2026' has been approved for the 2026- 2028 GROW at \$578,000.00 including \$187,000.00 for Temporary Wetlands Incentive Payments.
7.5	PWCP	The Manager reported that the Districts' request for additional funding from Manitoba Association of Watersheds has been approved for \$30,000.00
7.6	Conservation Trust (CT)	The Manager reported that the proposal for 'Gaining Indigenous Perspectives in the Development of Climate Adaptation Strategies in the West Interlake Watershed District' has been approved for \$25,000.00. The proposal for 'Sisal Twine as an Alternative to Plastic Twine - Reducing Micro-Plastics on Our Landscape' requesting \$52,500.00, was not approved
7.7	Green Municipal Fund	The Manager provided an update. Following a discussion with H. Venema, the next steps were identified. SSE will begin the hydrological analyses.
7.8	Conservation and Climate Fund	The manager noted that the final report is due May 31, 2026. H. Venema of Strategic Systems Engineering will be completing the report.
7.9	Seasonal Resource Technician <u>680-26: J. Cruise – J. Stefanson</u>	<p>WHEREAS the West Interlake Watershed District requires additional staffing during the summer months to support operational activities, fieldwork, monitoring, and project delivery;</p> <p>AND WHEREAS hiring summer students as Seasonal Resource Technicians provides valuable support to District programs while offering students practical experience in environmental and watershed management;</p> <p>THEREFORE, BE IT RESOLVED THAT the Board authorizes the hiring of two (2) Seasonal Resource Technicians for the upcoming summer period;</p>

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	<p>BE IT FURTHER RESOLVED THAT the terms of employment, duration of the summer contracts, and the compensation be established by the manager in accordance with the approved budget and applicable funding programs.</p> <p>Two successful candidates have been selected. Administrative and Outreach Coordinator to send out Offers of Employment.</p> <p>Manager noted the District has been approved to receive \$3,693.00 in funding from the Manitoba Metis Federations Summer Student Employment Program, and \$ 5,096 from Canada Summer Jobs</p>	
<p>7.10</p>	<p>Funding Workshops</p> <p>The Manager gave an update. Three funding workshops have been completed in the communities of Eriksdale, St. Laurent, and Moosehorn. One more to take place on April 20th in Lundar.</p>	
<p>7.11</p>	<p>Soil Health Workshops</p> <p>The Manager provided an update on the two Soil Health Workshops held on March 26 in Portage la Prairie and March 27 in Ashern. Both workshops were successful, with a total of approximately 50 attendees, the majority of whom attended the Ashern session.</p>	
<p>7.12</p>	<p>Water Testing Days</p> <p><u>681-26 J. Cruise – B. Sigfusson</u> BE IT RESOLVED THAT the Board approves covering 100% of the cost for Total Coliform and E. coli water sampling under the Water Testing Program.</p> <p>BE IT FURTHER RESOLVED THAT the Board approves covering 75% of the cost for the Mi2HL+ Advanced Drinking Water Quality Test or the Hardness Test, with the remaining portion to be paid by the participating landowner.</p> <p>2026 Water Testing dates have been confirmed for May 25th and June 29th.</p>	
<p>7.13</p>	<p>Financial Operations and Payroll</p> <p>Manager presented pricing estimate from Payworks to conduct bi-weekly payroll for the District staff. The board requested the manager reach out to Payworks regarding member remuneration payments and T4A distribution.</p> <p><u>682-26 J. Cruise – C. Howse</u></p> <p>WHEREAS the West Interlake Watershed District is transitioning to external payroll services to support accurate and compliant payroll administration; WHEREAS the Board has reviewed the quote provided by Payworks.ca for payroll service delivery; THEREFORE, BE IT RESOLVED THAT the Board accept the Payworks quote as presented; BE IT FURTHER RESOLVED THAT the Manager be authorized to engage Payworks to provide payroll services for the West Interlake Watershed District, in accordance with the approved budget.</p>	<p style="text-align: center;">CARRIED</p>

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8.0	Reports	
8.1	Manager/GROW Coordinator Report Reviewed by the Board and filed at the office.	
8.2	Technician Report Reviewed by the Board and filed at the office.	
8.3	Environmental Technician Assistant Report Reviewed by the Board and filed at the office.	
8.4	Administrative and Outreach Coordinator Report Reviewed by the Board and filed at the office.	
8.5	Chairperson Report Tabled.	
8.6	MAW Rep Report J. Cruise provided a verbal update.	
8.7	Watershed Planner Report Watershed Planning and Programs Provincial Update – April 2026 was provided in the meeting package.	
9.0	Sub-District Recommendations N/A	
9.1	Report on the Climate Adaptation and Disaster Mitigation workshop Tabled.	
9.2	All Members Meeting AMM 7-26 is scheduled for May 7 th , 2026, at 6:30 p.m. at the Lundar Ag. Society Building.	
10.0	Correspondence N/A	
11.0	Next Meeting: May 21, 2026 1:00 p.m.	

