

MINUTES OF MEETING NO.57-13

NAME Executive Board PAGE 1 of 6
 LOCATION WIWCD Office Lundar, Manitoba DATE August 15th, 2013

PRESENT:

D. Oliver	Chairperson	Lake Francis Sub District
B. Sigfusson	Director	Shoal Lake Sub District
H. Rosing	Director	Lake Francis Sub District
N. Brandstrom	Director	Dog Lake Sub District
J. Cruise	Director	Swan Creek Sub District
M. Shpak	Member	Lake Francis Sub District
J. Halchuk	Director	Lake St. Martin District
P. Watson	Watershed Planner	Manitoba Water Stewardship
P. Dunlop	Provincial Appointee	Manitoba Water Stewardship
I. Zotter	Financial Admin Assistant	WIWCD

REGRETS:

L. Miller	Financial Admin /Manager	WIWCD
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ITEM	DESCRIPTION	ACTION BY
1.0	CALL TO ORDER D. Oliver called the meeting to order at 8:45 AM	
2.0	APPROVAL OF AGENDA <u>470-13: N. Brandstrom – J. Cruise</u> BE IT RESOLVED THAT the Board approve the agenda as amended with addition 7.2 Shoreline Cleanup	CARRIED
3.0	APPROVAL OF MINUTES <u>471-13: J. Cruise –J. Halchuck</u> BE IT RESOLVED THAT the Board adopt the minutes of the Executive Board Meeting 56- 13 July 18 th , 2013 as presented	CARRIED
4.0	FINANCIAL REPORT	
4.1	Bank Activity I. Zotter presented the financial report. <u>472-13: B. Sigfusson – J. Cruise</u> BE IT RESOLVED THAT the Board approve the expenses of \$ 20,999.59 (cheques # 1720-1750) and financial statements July 18, 2013 to August 13, 2013	CARRIED
5.0	SUB DISTRICT RECOMMENDATIONS	

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5.1	<p>Tree replanting / AGM Beach Association</p> <p>The financial administrator assistant attended Annual General Meeting of Steep Rock Park Association and Deighton Beach Cottager’s Cooperative. The West Interlake Watershed Conservation District (WIWCD) and its activities were introduced at these meetings. The residents expressed positive interest to the programming offered by WIWCD and great support for opening a Tree Seedling Program. The “Thank you” email from the Board of Deighton Beach Cottager’s Cooperative was presented to the Executive Board.</p> <p>A workshop is being scheduled on August 18, 2013, at St. Laurent Parish Hall. The Flyer for the workshop was presented to the Board. The flyer was posted at the RMs offices and multiple other locations throughout the District area, uploaded to the WIWCD web site, emailed to all contacts representing Cottagers in the area.</p> <p>2013 Seedling and Tree Sales Order Forms for the Community Tree Nursery Program were presented to the Board.</p>	
5.2	<p>Recycling issues / Letter of Concerns</p> <p>The West Interlake Watershed Conservation District received the letter from the Special Assistant Chris Pawley of the Minister of Conservation and Water Stewardship, informing that “In order that Minister Mackintosh fully address your concern, he has asked staff to review the issue you raised. A response will be forthcoming”.</p>	
6.0	<p>OLD BUSINESS</p>	
6.1	<p>Human Resources: Sick Leave</p> <p>Inquiry was made in regards to WIWCD employee entitlement to sick leave policy. According to the Human Resources Policy: “All WIWCD employees shall be entitled to a leave of absence with pay as a result of an illness, injury or medical appointment. All employees shall be entitled to sick leave at the rate of one day per month of employment.”</p> <p>After the discussion the Board decided to make clarification and addition to this part of the Policy.</p> <p><u>472-13: J. Cruise – N. Brandstrom</u> BE IT RESOLVED THAT the Board approved the following additions to the Personnel Policy, part 22 Paid Sick Leave: All full time employees shall be entitled to sick leave at the rate of one day per month of employment. The rate for a part time employee shall be calculated accordingly to hours worked on monthly basis.</p>	CARRIED
6.2	<p>Integrated Watershed Management plan (IWMP)</p> <p>The WIWCD received a response from the Rural Municipality of Portage pertaining to the boundaries of the IWMP. At the regular meeting of Council it was decided that only parcel A be included in this IWMP.</p>	
6.3	<p>Lake Winnipeg Basin Stewardship Fund (LWBSF)</p> <p>There are no updates on the Lake Winnipeg Basin Stewardship Fund.</p>	

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6.4	<p>Shoal Lake / Riparian Fencing</p> <p>The Shoal Lake Study is in progress. Brief summary and some preliminary results of the Shoal Lake Study presented to the Board. At current time water quality samples have been collected and analyzed, habitat and riparian zone were classified along water's edge in tributaries and lakes, aerial surveys have been completed, East and West Shoal Lakes data was collected and in the process of being analyzed. The Burnt Lake Drain fishway study will be starting next month.</p>	
6.5	<p>Water Storage</p> <p>There are no updates on the Water Storage Project.</p>	
6.6	<p>Water Sampling</p> <p>As of August 8, 2013, the Province of Manitoba is resuming the Private Water System Bacteriological Subsidy Program through Horizon Lab. The total price to homeowners for the once-a-year subsidized sample is \$ 18.25.</p>	
6.7	<p>Well Sealing Applications</p> <p>New applications were presented. The Board was updated on previously sealed wells.</p>	
6.8	<p>Winter Waterers Applications</p> <p>The Board discussed the option to move the dead line for the Forage Seed Program and Sod Seeding Program from October 31 to September 1. This change will allow the Board to make timely decisions in regards to approval of applications for the Winter Off Site Watering System Program at the September Executive Meeting. After the discussion the Board established that the last day for the applicants to provide all receipts for the Forage Seed and Sod Seeding Programs (in order to receive assistance) will be the September 1 of fiscal year.</p> <p>The Board reviewed submitted applications for the Winter Off-Site Watering System Program.</p> <p><u>473-13: J. Cruise – H. Rosing</u> BE IT RESOLVED THAT the Board approved the following five applications:</p> <ol style="list-style-type: none"> 1. S. Nikkel, project site – SE2-19-4W; 2. J. Broustal, project site – NW1-25-7W; 3. J. Ryden, project site – SE9-22-7W; 4. J. Monkman, project site – SW3-20-4W; 5. M. Desjarlais, project site – NW19-19-4W 	CARRIED
6.9	<p>Highway Sign</p> <p>Staff to contact Ashern HWY Department to install The West Interlake Watershed Conservation District Sign at the Northern boundary of the RM of Grahamdale.</p>	

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6.10	<p>Spawning Shoals Sign</p> <p>The Board discussed the size of the quoted sign and its installation. After the discussion the Board decided that the sizes of the Spawning Shoals Sign will be as following:</p> <ul style="list-style-type: none"> ➤ 24X48 – “Spawning Shoals” – to be installed by the road approaching the Spawning Shoals. 1. 18X24 – “Do not disturbed the habitat” – to be installed by the Spawning Shoals. 	
7.0	NEW BUSINESS	
7.1	<p>Growing Forward 2 / Applications</p> <p>The new program has been announced. This program will open an opportunity for the Conservation District to deliver an Ecological Goods and Services Program to benefit agricultural producers. The WIWCD will receive the funding after the approved projects are completed. Staff to research more information on the possibility to open a line of credit, as this condition may affect the cash flow. The final date to submit the applications for this fiscal year is August 15, 2013. Six applications were submitted. (J. Cruise and H. Rosing left the Board room)</p> <p><u>474-13: N. Brandstrom P. Dunlop</u> BE IT RESOLVED THAT the Board approved the following applications for the Growing Forward Program, pending on the Steering Committee approval:</p> <ol style="list-style-type: none"> 1. Riparian Area Management – H. Rosing; 2. Riparian Area Management – C. Ives; 3. Riparian Area Management – G. Ives; 4. Riparian Area Management – R. Jonsson; 5. Riparian Area Management – S. Cook; 6. Natural Area Maintenance and Enhancement – J. Cruise. 	CARRIED
7.2	<p>(J. Cruise and H. Rosing re-entered the Board room)</p> <p>Composters</p> <p>The West Interlake Watershed Conservation District has less than 10 composters left in the inventory. Research was completed on the tumbling composters and the composters that were purchased in the past by the WIWCD. Quoted price for the 150 units of 80 gallon Earth Machine is \$ 6,039.00, and for the 108 units of Envirocycle original Black Composters (58.5 gallon tumbling composter) is \$ 13,543.92. There was no interest from other Conservation Districts to combine the order. The Board tabled the decision pertained to purchasing the composters until later.</p>	

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7.3	<p>Sub District Meeting</p> <p>The Board discussed potential dates for the Sub District Meeting in September. The potential dates and locations are:</p> <ol style="list-style-type: none"> 2. Dog Lake Sub District and Lake St. Martin Sub District Meeting will be held in Ashern, at the RM office on September 23, 2013 at 7:00 p.m. 3. Lake Francis Sub District and Shoal Lake Sub District Meeting will be held in St. Laurent, at the RM office on September 11, 2013 at 7:00 p.m. 4. Swan Creek Sub District Meeting will be held at Lundar, at the WIWCD office on September 16, 2013 at 7:00 p.m. <p>Staff to confirm the scheduled dates and time with Sub District Members.</p>	
7.4	<p>Shoreline Cleanup</p> <p>There is no update on the event at this time.</p>	
7.5	<p>Revised Budget 2013-2014</p> <p>The WIWCD received the letter from F. Meier, Chair of the CD Commission, confirming provincial grant allocation of \$ 180,000.00 for the 2013-2014 fiscal year. Revised Budget 2013-2014 presented to the Board.</p> <p><u>475-13: J. Cruise – H. Rosing</u> BE IT RESOLVED THAT the Board approved revised Budget 2013-2014 as presented.</p>	CARRIED
7.6	<p>Budget 2014-2015</p> <p>The Board decided to bring the discussion about the Budget 2014-2015 at forthcoming Sub District Meetings.</p>	
8.0	<p>REPORTS</p>	
8.1	<p>Chairperson</p> <p>D. Oliver updated the Board on current MCDA activities.</p>	
8.2	<p>Administrator Assistant Report</p> <p>Financial Administrator Assistant presented report to the Board. The report is on file at the office.</p>	
8.3	<p>Summer Student Report</p> <p>The report is on file at the office.</p>	
8.4	<p>Watershed Planner</p> <p>Watershed planner's report is on file at the office.</p>	
9.0	<p>IN CAMERA DISCISSIONS N/A</p>	

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CORRESPONDENCE

The following correspondence was presented to the board:

- An email from A.Gray regarding a message from KAP president D.Chorney informing the C.D's about the changes to the Tree Nursery and Shelterbelt program at Indian Head, Saskatchewan. Also asking each C.D. to write a letter supporting the value of and future need for the Nursery and Shelterbelt Program and to contribute \$100 to assist the coalition with the cost of the business plan.

476-13: J. Halchuk – N. Brandstrom

BE IT RESOLVED THAT the Board approved to contribute \$ 100.00 to assist with the cost of the business plan and other actions critical to the purposes of the coalition of Western Canadian organizations.

CARRIED

- An email from J. King with a request of providing the production of a newsletter and offering \$ 1000.00 for the copier.
- An email forwarded from Shane, originally from A. Kanu informing about the Research and Grants Program offered by the Lake Winnipeg Foundation.
- An email from M. Glanville with Golden West Radio with information on the cost of Hometown Highlights advertisement in Lundar, Eriksdale and Ashern.

477-13: J. Cruise – B. Sigfusson

BE IT RESOLVED THAT the Board approved to place the advertisement on CFRY In Ashern Hometown Highlights from September 1, 2013 to November 19, 2013.

CARRIED

10.0

- A response letter from J.Bezan informing that the WIWCD should inquire about getting more trees through Indian Head.
- A copy of the grant application for Google Earth Pro, as well as the information on the Google Earth Pro.
- Two emails from AMM regarding a National Municipal Rail Safety Working Group.
- An email from Manitoba Environmental Industries Association informing about an upcoming workshop in the fall.
- An email from D.Cote on behalf of J.Baker thanking us for participating in the proposed Green Prosperity Act workshop.
- A letter from Country Guide informing that subscription has expired.
- The summary of the Proposed Green Prosperity Act Workshop, held February 28, 2013.
- An article from the Brandon Sun "Drainage ruling bad news for farmers, lawyer says".
- Agri-Environment Bulletin, dated July/ August 2013.
- A request for a donation to the 3rd Annual Home Hardware Golf Tournament on Sunday, August 4th. The WIWCD donated a rain barrel and rain gauge.

11.0	<p>Next Meeting: September 19, 2013 10:00 AM, WIWCD Office</p>	
12.0	<p><u>478-13: J. Cruise – J. Halchuk</u> BE IT RESOLVED THAT we adjourn at 12:00 p.m.</p>	CARRIED
	<p>These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors.</p>	
	<p>_____ Doug Oliver, Chairperson WIWCD</p> <p>_____ Linda Miller, Financial Administrator WIWCD</p>	