

MINUTES OF MEETING NO.100-17

NAME	Executive Board	PAGE	Page 1 of 5
LOCATION	WIWCD Office, Lundar, Manitoba	DATE	July 20, 2017

PRESENT:

J. Cruise	Chairperson	Swan Creek Sub District
H. Rosing	Vice Chairperson	Lake Francis Sub District
K. Fjeldsted	Director	Swan Creek Sub District
N. Brandstrom	Director	Dog Lake Sub District
J. Halchuk	Director	Lake St. Martin Sub District
O. Procter	Vice Director	Shoal Lake Sub District
P. Dunlop	Provincial Appointee	MSD
L. Miller	Manager/ Financial Admin	WIWCD
I. Zotter	Financial Adm. Assistant	WIWCD

REGRETS:

B. Sigfusson	Director	Shoal Lake Sub District
P. Watson	Watershed Planner	MSD

WRITTEN BY: I. Zotter

ITEM	DESCRIPTION	ACTION BY
1.0	CALL TO ORDER H. Rosing called the meeting to order at 10:02 A.M.	
2.0	APPROVAL OF AGENDA <u>768-17: P. Dunlop – J. Halchuk</u> BE IT RESOLVED THAT the Board approved the agenda with additions: 8.4 Budget 8.5 Office chairs 8.6 Well Sealing	CARRIED
3.0	(J. Cruise joined the Meeting at 10:15 a.m. H. Rosing turned the meeting to J. Cruise) DELEGATION Mark Allard, the representative from Manitoba Infrastructure and Transportation department, delivered the presentation on the proposed development of Lake Manitoba outlet and Lake St. Martin outlet. The Board addressed some questions pertaining to this development.	
4.0	APPROVAL OF MINUTES <u>769-17: N. Brandstrom – H. Rosing</u> BE IT RESOLVED THAT the Board adopted the minutes of the Executive Board Meeting 99-17 June 15, 2017 as presented.	CARRIED
5.0	FINANCIAL REPORT	
5.1	Bank Activity L. Miller presented the financial report: CIBC Corporate Classic Visa Statement from May 22, 2017 to June 21, 2017; CIBC Business Operating Account Statement from	

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	<p>June 1 to June 30, 2017; Account Reconciliation with Outstanding Transaction Details Report June 1, 2017 – June 30, 2017; Bank Account Transactions Report from June 14, 2017 to July 19, 2017; Comparative Income Statement – YTD from April 1, 2016 to July 19 2017; 2017-2018 Statement of Expenditures from April 1, 2017 to July 19, 2017.</p> <p><u>770-17: O. Procter – P. Dunlop</u> BE IT RESOLVED THAT the Board approved the expenses of \$ 36,906.79 (cheques # 3017 - 3061), L. Miller presented the financial report: CIBC Corporate Classic Visa Statement from May 22, 2017 to June 21, 2017; CIBC Business Operating Account Statement from June 1 to June 30, 2017; Account Reconciliation with Outstanding Transaction Details Report June 1, 2017 – June 30, 2017; Bank Account Transactions Report from June 14, 2017 to July 19, 2017; Comparative Income Statement – YTD from April 1, 2016 to July 19 2017; 2017-2018 Statement of Expenditures from April 1, 2017 to July 19, 2017.</p>	CARRIED
<p>6.0</p>	<p>SUB DISTRICT RECOMMENDATIONS</p> <p>Sub District Meetings will take place in September of 2017. Staff to contact the members, set up the dates and to invite partner-municipalities to bring their concerns and suggestions to the Sub District Meetings.</p>	
<p>7.0</p>	<p>OLD BUSINESS</p>	
<p>7.1</p>	<p>Integrated Watershed Management plan (IWMP)</p> <p>The Project Management Team (PMT) meeting will be rescheduled. Date to be determined.</p>	
<p>7.2</p>	<p>Audit</p> <p>L. Miller presented copies of Management Letter from Sensus, addressed to the Board Members, summarizing the findings during the audit of the financial statements of the WIWCD. The Board reviewed the Management Letter and had no concerns.</p>	
<p>7.3</p>	<p>Winter Watering System Applications</p> <p>Approved projects are in the progress.</p>	
<p>7.4</p>	<p>Copier</p> <p>The representatives from Bridgeport and Ricoh Canada were contacted. Ricoh Canada representative suggested to place a call for the assessment of the Ricoh Aficio MP 2800 machine in October of 2017 to determine if the machine is in working condition. Bridgeport representative will be contacted in October regarding shipping of the Konica Minolta back to the warehouse and to discontinue the Lease.</p>	
<p>7.5</p>	<p>Advertisement</p> <p>The WIWCD was approached by the snowmobile Club to place advertisements on the signs at the beginning of the snowmobile trails at Oak Point, Lundar and Eriksdale. L. Miller to find out the details pertaining to this offer.</p>	

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7.6	<p>Hatchery Drain</p> <p>Tabled to the next Executive meeting</p>	
7.7	<p>MIT Presentation</p> <p>L. Miller and P. Dunlop attended the Open House in Moosehorn on June 29, 2017 hosted by Manitoba Infrastructure and representatives from the consulting engineers of Kontzamanis Graumann Smith MacMillan Inc. Two (2) construction plans of Lake Manitoba and Lake ST. Martin outlet channels were presented to the public at this meeting. M. Allard was invited to provide a presentation to the Executive Board of Directors.</p>	
8.0	<p>NEW BUSINESS</p>	
8.1	<p>Winter Watering Applications</p> <p>Two applications for the Off Site Winter Watering Systems were submitted. The project sites have been inspected and found suitable. One applicant out of two submitted applications received financial assistance from the WIWCD in the past. The Board decided to postpone the approval of his application</p> <p><u>771-17: N. Brandstrom - J. Halchuk</u> BE IT RESOLVED THAT the Board approved W. Kehler Application for the Off Site Winter Watering System Program on the condition that two existing wells on the project site will be sealed.</p>	CARRIED
8.2	<p>Riparian Management Application</p> <p>One application for the Riparian Management Program submitted to the WIWCD. The site was inspected by manager and a Board Member. Project site found to be suitable, if the existing dugout fenced.</p> <p><u>772-17: P. Dunlop - K. Fjeldsted</u> BE IT RESOLVED THAT the Board approved R. Osmond application for the Riparian Management Program on the condition that existing dugout will be fenced.</p>	CARRIED
8.3	<p>Spawning Shoals</p> <p>Installed Spawning Shoals at Erin View Drain were examined by manager L. Miller, Board Members, a representative from the RM of Woodlands and M. Lowdon. RM of Woodlands will send a letter with further instructions.</p>	
8.4	<p>Budget</p> <p>Final 2017-2018 Budget presented to the Board. The Board Members reviewed the Budget.</p> <p><u>773-17: N. Brandstrom – H. Rosing</u> BE IT RESOLVED THAT the Board approved 2017-2018 Final Budget.</p>	CARRIED

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8.5	<p>Office Chairs</p> <p>The WIWCD approached by the member of local library to donate ten (10) office chairs to the library that aren't in use. The Board discussed the request. The WIWCD would like to receive a donation receipt for donated chairs.</p> <p>774-17: P. Dunlop – O. Procter BE IT RESOLVED THAT the Board approved to donate ten (10) office chairs to the P. Johnson Library.</p>	CARRIED
8.6	<p>Well Sealing</p> <p>Two applications for the Well Sealing Program submitted to the WIWCD. One of the wells is a flowing well and the cost of sealing is quoted at \$ 2000.00 L. Miller to contact the owner of these wells to collect more information.</p>	
9.0	REPORTS	
9.1	<p>Chairperson N/A</p>	
9.2	<p>MCDA Rep Report</p> <p>H. Rosing presented brief verbal update. MCDA Board Meeting Minutes are on file.</p>	
9.3	<p>Manager Report</p> <p>Manager updated the Board on the current activities of the West Interlake Watershed Conservation District and requested 2 weeks of holiday in August.</p>	
9.4	<p>Watershed Planner N/A</p>	
10.0	IN CAMERA DISCUSSION	
11.0	<p>CORRESPONDENCE The following information presented to the Board:</p> <ul style="list-style-type: none"> ➤ Workers Compensation Board (WCB) Insider flyer; ➤ Notice from Canada Post Corporation regarding keys for the Postal Box; ➤ The email from S. Robins regarding upcoming Zebra Mussels Forum on August 3, 2017 at the Community Hall in Sandy Lake, MB; ➤ The letter from the RM of Grahamdale and resolution # 288 pertaining their appointees; ➤ Newsletter of the Invasive Species Council of Manitoba; ➤ The Subdivision Application # 4178-17-7644 (the Board provided no comments); ➤ The email from C. Reynolds pertaining Managers Info for MCDA; ➤ Quote from the Lundar Garage & Auto Parts Ltd to replace the Tire Pressure Monitoring System Sensor; ➤ The Letter from the Fisheries and Oceans Canada notifying the project “Recreational Fish Spawning Rehabilitation Project Lake Francis Watershed has been approved; ➤ The letter from Dr. Paul M. Cooley, the President of the NextGen Environmental Research Inc., introducing new environmental services company, based out of Winnipeg. 	
12.0		

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	<p>NEXT MEETING:</p> <p style="text-align: center;">August 17th , 2017 10:00 A.M. WIWCD Office</p>	
13	<p>ADJOURNMENT</p> <p><u>775-17 J. Halchuk – P. Dunlop</u> BE IT RESOLVED THAT we adjourn at 1:00 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>	
	<hr/> <p>Jack Cruise, Chairperson WIWCD</p> <hr/> <p>Linda Miller, Financial Administrator WIWCD</p>	