

**MINUTES OF MEETING NO.105-18**

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 LOCATION WIWCD Office, Lundar DATE January 18, 2018

**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
B. Sigfusson	Director	Shoal Lake Sub District
L. Miller	Manager / Financial Admin	WIWCD
I. Zotter	Financial Adm. Assistant	WIWCD

REGRETS: P. Dunlop Provincial Appointee MSD

WRITTEN BY: I. Zotter

ITEM	DESCRIPTION	ACTION BY
1.0	<b>CALL TO ORDER</b> J. Cruise called the meeting to order at 1:10 p.m.	
2.0	<b>APPROVAL OF AGENDA</b> <b>800-18: H. Rosing – K. Fieldsted</b> <b>BE IT RESOLVED THAT</b> the Board approved the agenda with addition: 7.5 Cell Phone 7.6 Budget 2018-2019 7.7 Lake Francis Structure 7.8 Recycling	<b>CARRIED</b>
3.0	<b>APPROVAL OF MINUTES</b> <b>801-18: J. Halchuk – B. Sigfusson</b> <b>BE IT RESOLVED THAT</b> the Board adopted the minutes of the Executive Board Meeting 104-17 November 16, 2017 as presented.	<b>CARRIED</b>
4.0	<b>FINANCIAL REPORT</b>	
4.1	<b>Bank Activity</b> L. Miller presented the financial report: CIBC Corporate Classic Visa Statement from October 22, 2017 to November 21, 2017; CIBC Corporate Classic Visa Statement from November 22, 2017 to December 21, 2017 CIBC Business Operating Account Statement from November 1 to November 30, 2017; CIBC Business Operating Account Statement from December 1 to December 31, 2017 Bank Account Transactions Report from November 16, 2017 to January 17, 2018; Comparative Income Statement – YTD from April 1, 2017 to January 17, 2018; 2017-2018 Statement of Expenditures from April 1, 2017 to January 17, 2018. <b>802-18: B. Sigfusson – N. Brandstrom</b> <b>BE IT RESOLVED THAT</b> the Board approved the expenses of \$ 37,487.96 (cheques # 3149 - 3199), CIBC Corporate Classic Visa Statement from October 22, 2017 to November 21, 2017; CIBC Corporate Classic Visa Statement from November 22, 2017 to December 21, 2017 CIBC Business Operating Account Statement from November 1 to November 30, 2017; CIBC Business Operating Account Statement from December	<b>CARRIED</b>

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	1 to December 31, 2017 Bank Account Transactions Report from November 16, 2017 to January 17, 2018; Comparative Income Statement – YTD from April 1, 2017 to January 17, 2018; 2017-2018 Statement of Expenditures from April 1, 2017 to January 17, 2018.	
5.0	<b>SUB DISTRICT RECOMMENDATIONS</b>  No recommendations were brought forward at this time	
6.0	<b>OLD BUSINESS</b>	
6.1	<b>Integrated Watershed Management plan (IWMP)</b>  Draft was presented to the Board of directors. Next meeting will be set up to review the draft.	
6.2	<b>Winter Watering System Applications</b>  Projects from 2016-2017 fiscal year are completed, bills have been paid. One applicant withdrew his application for 2017-2018 fiscal year. Two Project are in the progress. Edited copy of the Winter Off-Site Watering System Program Application was presented and approved by the Board.	
6.3	<b>Copier</b>  Konica Minolta machine connected as a secondary copier and leased by the WIWCD for next three years at cost of \$ 89.00 per month.	
6.4	<b>Hatchery Drain</b>  Tabled	
6.5	<b>Well Sealing</b>  There is no new information pertaining to the flowing well in question. The Board tabled the decision pertaining to previously submitted application till next month, based on the available funds.	
6.6	<b>Spawning Shoals</b>  RM of Woodlands will be inspecting removal of Spawning Shoals in spring time, to insure that the work is completed according to their expectations. Invoice for completed work has not been received. Payment will be made after the RM of Woodlands approves the project.	
6.7	<b>Hourly Remuneration</b>  Information pertaining to the remuneration rates among the districts presented to the Board. The Board discussed established rates by other CDs  <b>803-18: N. Brandstrom – K. Fieldsted</b> <b>BE IT RESOLVED THAT the Board approved</b> to establish hourly remuneration rate for the members of WIWCD at \$ 15.00 per hour.	<b>CARRIED</b>

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<b>6.8</b>	<b>Riparian Project</b>	Previously approved riparian project will not be completed this fiscal year, account payable will be set up to provide financial assistance for B. Kinkead's application.
<b>6.9</b>	<b>Community Tree Nursery Program</b>	Collected cheques and cash from the residents have been deposited to the bank account, invoice from Greenhouse has not been received yet.
<b>6.10</b>	<b>MCDA Conference 2017</b>	Four Board Members and 2 staff attended the MCDA Conference. The Board of Directors made a comment that the Conference date, fallen on the second week of December, does not serve well municipal representatives, as many of them have municipal Meetings every second Tuesday of the month.
<b>6.11</b>	<b>Predators Workshop</b>	Predators Workshop took place on December 2, 2017 in Inwood and on December 3, 2017 in Ashern. Both Workshops were well attended: 40 participants attended workshop in Inwood and 16 participants attended in Ashern. Manitoba Beef Producers Association sponsored lunch for the participants in Ashern, RM of Armstrong sponsored lunch in Inwood. Staff to contact RMs with an inquiry if they would like to participate in organizing Beaver Workshop in the beginning of May of 2018.
<b>7.0</b>	<b>NEW BUSINESS</b>	
<b>7.1</b>	<b>Green Team and Canada Summer Job</b>	Applications with a request for funding for the Resource Technician position submitted to Green Team Program and Canada Summer Job Program.
<b>7.2</b>	<b>Well Inventory</b>	In case of announcement of Well Inventory Program by the Province, the West Interlake Watershed Conservation District will be requesting funding to test 300 private wells within District's boundaries.
<b>7.3</b>	<b>Banking</b>	The branch of CIBC in Lundar will be closed on June 7, 2018. Directors discussed if the WIWCD should remain with CIBC, account would be moved to Stonewall or to move financial assets to a different banking institution. A final decision will be made at later date.
<b>7.4</b>	<b>Aligning CDs to Watershed</b>	New initiative "Aligning CDs to Watershed" is in progress. Meeting and consultations will be set up with the Province in March of 2018. The West Interlake Watershed Conservation District will not be affected by this initiative or very little.

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7.5	<p><b>Cell Phone</b></p> <p>Currently WIWCD is using a monthly plan “Pay As You Go” at the rate of \$ 15.00 for the cellphone that is used predominantly by summer student in the summer. Staff to research available plans and to upgrade the phone to a newer model.</p>	
7.6	<p><b>Budget 2018-2019</b></p> <p>L. Miller presented Budget 2018-2019 to the Board. The Board discussed presented Budget.</p> <p><b>804-18: N. Brandstrom – J. Halchuk</b>  <b>BE IT RESOLVED THAT the Board approved</b> first reading of presented Budget 2018-2019.</p>	<b>CARRIED</b>
7.7	<p><b>Lake Francis Structure</b></p> <p>The request for the time extension to complete Project # FES 16-009 Lake Francis Fishery and Fish Habitat Enhancement was granted and the project end date has been extended to March 31, 2018. Changes pertaining to the approved project # 16-HCAA-016311 (Recreational Fisheries Conservation Partnership Program) were submitted, requested changes has not been approved at this time.</p>	
7.8	<p><b>Recycling</b></p> <p>A Board Member requested staff to research info on twine recycling within Manitoba.</p>	
8.0	<p><b>REPORTS</b></p>	
8.1	<p><b>Chairperson</b></p> <p>N/A</p>	
8.2	<p><b>MCDA Rep Report</b></p> <p>The Election Meeting for the MCDA Board will take place on February 6, 2018. Henry Rosing asked that alternative appointee would represent him at next MCDA meeting. The Strategic Plan of MCDA presented to the Board. Board Members to review the Plan and to submit their comments by January 30, 2018.</p>	
8.3	<p><b>Manager Report</b></p> <p>Manager will attend the Manager’s Meeting in Winnipeg on January 31-February 1, 2018.</p>	
9.0	<p><b>IN CAMERA DISCUSSION</b></p> <p>N/A</p>	
10.0	<p><b>CORRESPONDENCE</b></p> <ul style="list-style-type: none"> <li>➤ The email from S. Robins addressed to Administrators inquiring for input and suggestions pertaining to information distribution specifically from MCDA to Districts;</li> </ul>	

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	<ul style="list-style-type: none"> <li>➤ The copy of Bill 7 “The sustainable watershed act”;</li> <li>➤ The 2018 rate information from Workers Compensation Board of Manitoba;</li> <li>➤ Canadian Cattlemen subscription order;</li> <li>➤ The Holyday Season wishes from Cooks Creek Conservation District;</li> <li>➤ POLIS Water Sustainability Project E-News Fall 2017;</li> <li>➤ Preliminary Summary of What We Heard pertaining modernizing Manitoba’s conservation district program;</li> <li>➤ The email from S. Robins regarding presentation on the Watershed Bill;</li> <li>➤ Invitation from the RM of Woodlands to 49<sup>th</sup> Annual Interlake Municipal Bonspiel on March 8<sup>th</sup>, 2018;</li> <li>➤ Holidays Wishes from Rural Development Institute;</li> <li>➤ The Letter from Manitoba Agriculture regarding upcoming 2018 Beef &amp; Forage Day in Eriksdale;</li> <li>➤ The email from S. Robins announcing the valuable information from Woodlot Association of Manitoba on how to deal with Emerald Ash Borer;</li> <li>➤ The email pertaining FIPPA Annual Report 2017. WIWCD didn’t have any FIPPA activities in 2017, reply indicating <b>nil activity</b> was sent on January 11, 2018;</li> <li>➤ The email from WaterFund pertaining to Community-based Water Monitoring Survey.</li> </ul>	
11.0	<b>NEXT MEETING:</b>  <b>February 15, 2018</b> <b>1:00 P.M.</b> <b>WIWCD Office</b>	
12.0	<b>ADJOURNMENT</b>  <u>805-18 J. Halchuk – H. Rosing</u> <b>BE IT RESOLVED THAT we adjourn at 3:30 p.m.</b>	<b>CARRIED</b>
	<p><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></p>	
	<hr/> <b>Jack Cruise, Chairperson</b> <b>WIWCD</b>	
	<hr/> <b>Linda Miller, Financial Administrator</b> <b>WIWCD</b>	