

MINUTES OF MEETING NO. SC 02

NAME: Swan Creek Sub District PAGE: 1 of 2
 LOCATION: RM of Eriksdale Office, Eriksdale DATE: October 1, 2008
 DATE OF MEETING: September 30, 2008

PRESENT: J. Cruise Sub District Chairperson Swan Creek Sub District Member
 H. Hallson Sub District Vice Chairperson Swan Creek Sub District Member
 V. Lemoureux Sub District Member Swan Creek Sub District Member
 C. Lavallee Sub District Member Swan Creek Sub District Member
 J. Wainwright Sub District Member Swan Creek Sub District Member
 C. Fjeldsted Sub District Member Swan Creek Sub District Member
 A. Melnichuk Manager WIWCD
 L. Miller Financial Administrator WIWCD
 E. Shay Watershed Planner Manitoba Water Stewardship

REGRETS: V. Lemoureux Sub District Member Swan Creek Sub District Member

WRITTEN BY: L. Miller

| ITEM | DESCRIPTION | ACTION BY |
|------|--|----------------|
| 1.0 | CALL TO ORDER | |
| | J. Cruise called the meeting to order at 10:00 AM. | |
| 2.0 | DELEGATIONS | |
| | No Delegations. | |
| 3.0 | APPROVAL OF AGENDA | |
| | SC03-08: H. Hallson – C. Lavallee BE IT RESOLVED THAT the Sub District approved the agenda as presented. | CARRIED |
| 4.0 | APPROVAL OF MINUTES | |
| | SC04-08: H. Hallson – J. Wainwright BE IT RESOLVED THAT the Sub District adopt the minutes of the Swan Creek Sub District meeting held July 30, 2008. | |
| 5.0 | BUSINESS ARISING FROM MINUTES | |
| | No Business. | |
| 6.0 | FINANCIAL REPORT | |
| 6.1 | Bank Account Activity E. Shay reported that there has been little bank activity to date, other than advertising invoices. Upcoming expenses will include payroll, office equipment and supplies, rent, and utilities. The bank account balance is approximately \$150,120.50. The third quarter payment from the Province will be received on Friday, October 3, 2008. The fourth quarter payment of \$10,000.00 will be received around the beginning of January 2009. Linda Miller was hired as Financial Administrator and will now be responsible for all financial administration of the WIWCD. | |
| 6.2 | Budget Summary E. Shay reviewed the proposed budget for 2009-2010 and outlined some potential programs. This proposed budget will be presented to the Province on October 22, 2008 in Winnipeg. Once budget approval is received next spring, the WIWCD will have the opportunity to revise the budget to reflect changes in programming. | |
| 6.3 | Swan Creek Sub District Budget E. Shay reviewed the proposed 2009-2010 Swan Creek Sub District budget. | |
| 7.0 | CHAIRPERSON/MANAGERS REMARKS | |
| 7.1 | Chairperson E. Shay reviewed the activities of the Executive Board, including advertising and staffing of the Manager and Financial Administrator positions, setting up the WIWCD bank account and the development of an application form for the sealing of abandoned wells. She also indicated that the successful office space proposal was submitted by the RM of Coldwell. Ann Melnichuk was hired as the Manager and began on September 22, 2008. Linda Miller was hired as the Financial Administrator and began on September 29, 2008. New staff has been working with E. Shay on setting up the office and becoming acquainted with programs and policies. The WIWCD is now accepting applications for the sealing of abandoned wells. Once applications are received and reviewed by the Executive Board, the Manager will work with a well driller to seal the wells and the WIWCD will pay up to \$1,000.00 per well. | |

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| | <p>It was discussed to set up a program to test well water in the spring. The Surface Water Quality Unit and the Groundwater Unit will come out to speak to staff about testing water quality and groundwater properly. The Manager will set up a contest with high school students in the District to design a logo for the WIWCD. The WIWCD sponsored Trapper Days held in Eriksdale October 3, 4 and 5, 2008 with an amount of \$1,000.00.</p> | |
| 8.0 | IN CAMERA DISCUSSIONS | |
| | No In Camera Discussions. | |
| 9.0 | UNFINISHED BUSINESS | |
| 9.1 | <p>2008-2009 Programs The remuneration rates were circulated and reviewed. It was agreed that remuneration will be paid every three months. The Sub District members will be responsible for returning completed sheets to the WIWCD office.</p> | |
| 10.0 | NEW BUSINESS | |
| 10.1 | <p>2009-2010 Programs The Manager reviewed potential programs and projects while reviewing the proposed 2009-2010 budget. Sub Districts should provide direction to the Executive Board on potential projects. The Executive Board will provide additional information on purchasing GPS equipment before a decision is made. Manager will develop placements and brochures to be placed in businesses as an advertising and public education tool through the winter months to help promote the WIWCD. Sub District members were asked to volunteer to take the Manager on a watershed tour so she can become familiar with the area. Future Sub District meetings should be held at the WIWCD office. Lake Francis Water Control Structure: Mentioned to see if the WIWCD wants to become involved. The consensus was not to become involved at this time.</p> | |
| 12.0 | CORRESPONDENCE | |
| | No Correspondence. | |
| 13.0 | NEXT MEETING | |
| | <p>AGM – January 22, 2008 at 7:00 PM Lundar Lutheran Church, Lundar</p> | |
| 14.0 | ADJOURNMENT | |
| | <p><u>SC05-08: C. Lavallee</u> BE IT RESOLVED THAT we adjourn at 11:45 AM.</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>_____ Jack Cruise, Sub District Chairperson Swan Creek Sub District</p> | |
| | <p>_____ Linda Miller, Financial Administrator WIWCD</p> | |