

MINUTES OF MEETING NO. LF_02

NAME: Lake Francis Sub District PAGE: 1 of 3
 LOCATION: Lundar Lutheran Church, Lundar DATE: October 6, 2008
 DATE OF MEETING: October 3, 2008

PRESENT:	B. Sigfusson	Sub District Chairperson	Shoal Lakes Sub District Member
	B. Fleury	Sub District Vice Chairperson	Shoal Lakes Sub District Member
	L. Kennedy	Sub District Member	Shoal Lakes Sub District Member
	J. Stefanson	Sub District Member	Shoal Lakes Sub District Member
	A. Gaudry	Sub District Member	Shoal Lakes Sub District Member
	D. Oliver	Sub District Chairperson	Lake Francis Sub District Member
	E. Zotter	Sub District Vice Chairperson	Lake Francis Sub District Member
	E. St. Goddard	Sub District Member	Lake Francis Sub District Member
	A. Melnichuk	Manager	WIWCD
	L. Miller	Financial Administrator	WIWCD
	S. Anderson	Senior Watershed Planner	Manitoba Water Stewardship
	E. Shay	Watershed Planner	Manitoba Water Stewardship

REGRETS:	J. Grandmont	Sub District Member	Lake Francis Sub District Member
	H. Rosing	Sub District Member	Lake Francis Sub District Member
	J. Kostyshyn	Sub District Member	Lake Francis Sub District Member
	J. Dyck	Sub District Member	Lake Francis Sub District Member
	R. Hazelton	Sub District Member	Shoal Lakes Sub District Member
	L. Wirgau	Sub District Member	Shoal Lakes Sub District Member

WRITTEN BY: L. Miller

ITEM	DESCRIPTION	ACTION BY
1.0	CALL TO ORDER	
	D. Oliver called the meeting to order at 11:11 AM.	
2.0	DELEGATIONS	
	No Delegations.	
3.0	APPROVAL OF AGENDA	
	<u>SL02-08: B. Sigfusson – L. Kennedy</u> BE IT RESOLVED THAT the Sub District approved the agenda as presented.	CARRIED
4.0	APPROVAL OF MINUTES	
	<u>LF02-08: E. Zotter – L. Kennedy</u> BE IT RESOLVED THAT the Sub District adopt the minutes of the Shoal Lakes Sub District meeting held July 29, 2008 and the Lakes Francis Sub District meeting held July 29, 2008.	CARRIED
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	Lake Francis Sub District Budget E. Shay reviewed the proposed 2009-2010 Lake Francis Sub District budget.	

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7.0	CHAIRPERSON/MANAGERS REMARKS	
7.1	<p>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. 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.</p>	
	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.	
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>	

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ITEM	DESCRIPTION	ACTION BY
14.0	ADJOURNMENT	
	<u>SL03-08: L. Kennedy</u> BE IT RESOLVED THAT we adjourn at 12:35 PM.	CARRIED
	These minutes are the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors.	
	<i>Original signed by</i> _____ Doug Oliver, Sub District Chairperson Lake Francis Sub District <i>Original signed by</i> _____ Linda Miller, Financial Administrator WIWCD	