

**MINUTES OF MEETING NO. 55-13**

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LOCATION	WIWCD Office Lundar, Manitoba	DATE	June 28 <sup>th</sup> , 2013

PRESENT:

D. Oliver	Chairperson	Lake Francis Sub District
J. Cruise	Director	Swan Creek Sub District
H. Rosing	Director	Lake Francis Sub District
N. Brandstrom	Director	Dog Lake Sub District
M. Shpak	Member	Lake Francis Sub District
G. Holmes	Member	Swan Creek Sub District
J. Halchuk	Member	Lake St. Martin District
P. Watson	Watershed Planner	Manitoba CWS
L. Miller	Financial Admin /Manager	WIWCD
I. Zotter	Financial Admin Assistant	WIWCD

REGRETS:

B. Sigfusson	Director	Shoal Lake Sub District
P. Dunlop	Provincial Appointee	Manitoba Water Stewardship

ITEM	DESCRIPTION	ACTION BY
1.0	<b>CALL TO ORDER</b> D. Oliver called the meeting to order at 9:10 AM	
2.0	<b>APPROVAL OF AGENDA</b> <b>451-13: N. Brandstrom – H. Rosing</b> <b>BE IT RESOLVED THAT</b> the Board approve the agenda as presented	<b>CARRIED</b>
3.0	<b>DELEGATION</b> R. Hewitt (Education /Outreach Coordinator, Office of Drinking Water) made a presentation on roles, responsibilities and services provided by Office of Drinking water. Presented numerous educational flyers on qualities of drinking water and how to test and disinfect a well. Flyers can be viewed and picked up at the West Interlake Watershed Conservation District (WIWCD) office. Reported that Groundwater Management section of Groundwater Act is under development at this time.	
4.0	<b>APPROVAL OF MINUTES</b> <b>452-13: J. Cruise – H. Rosing</b> <b>BE IT RESOLVED THAT</b> the Board adopt the minutes of the Executive Board Meeting 54-13 May 16 <sup>th</sup> , 2013 as presented	<b>CARRIED</b>
5.0	<b>FINANCIAL REPORT</b>	
5.1	<b>Bank Activity</b> L. Miller presented financial report. <b>453-13: N. Brandstrom – H. Rosing</b> <b>BE IT RESOLVED THAT</b> the Board approve the expenses of \$ 22,832.28 (cheques # 1650-1697) and financial statements May 16, 2013 to June 24, 2013	<b>CARRIED</b>
6.0	<b>SUB DISTRICT RECOMMENDATIONS</b>	

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6.1	<p><b>Scholarship and School promotional items</b></p> <p>An idea of Scholarship that can be awarded to the high school students was discussed by the Board. These students must participate in Water Festival days and complete the essay pertained to their experience during those days. The Board decided to review the idea later based on available funding.</p> <p>Variety of promotional items that can be distributed during Oak Hammock Marsh Presentations and Water Festivals days were presented to the Board.</p> <p><u>454-13: J. Cruise – H. Rosing</u>  <b>BE IT RESOLVED THAT</b> the Board approve to purchase 1,000 (One thousand) copies of coloring Book “Wise about water conservation” through LOGO Print, Wear &amp; Promotions Company.</p>	<b>CARRIED</b>
6.2	<p><b>Tree Planting</b></p> <p>The possibility to order trees to assist residents with shoreline restoration through local Greenhouses and set up a workshop on “How to successfully plant a tree” was discussed by the Board.</p> <p>L. Miller to discuss these possibilities with residents at the upcoming Annual General Meetings of Beach Associations. Staff to collect more information on cost and tree species that can be ordered locally.</p>	
6.3	<p><b>Recycling</b></p> <p>Information on the recycling issues was presented to the Board. After reviewing the information the Board decided that the issues are beyond the Conservation District Budget.</p> <p>Letter to be send to the provincial authorities addressing existing issues regarding recycling options in rural areas.</p>	
7.0	<p><b>OLD BUSINESS</b></p>	
7.1	<p><b>Human Resources: Harassment Policy</b></p> <p><u>455-13: N. Brandstrom – J. Cruise</u>  <b>BE IT RESOLVED THAT</b> the Board approve the Harassment Policy after the second reading.          Staff to review Liability Insurance for legal cost coverage in the event of a filed complaint.</p>	<b>CARRIED</b>
7.2	<p><b>Integrated Watershed Management plan (IWMP)</b></p> <p>Representative from the WIWCD and Manitoba Water Stewardship will attend the regular council meeting of the Rural Municipality of Portage on July 9, 2013 at 9:00 A.M.</p> <p>The proposed watershed boundaries for the Southern IWMP lie within the Lake Francis watershed as well as the RM of Portage La Prairie.</p>	

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7.3	<p><b>Lake Winnipeg Basin Stewardship Fund (LWBSF)</b></p> <p>The West Interlake Watershed Conservation District (WIWCD) received \$ 21,000.00 for the “Aquatic Ecosystem Restoration” project. M. Lowdon identifies nine different locations that meet the criteria. L. Miller to contact potential candidates for the project. L. Miller and H. Rosing to continue negotiation on the project along Chippewa Drain and Pine Lake Drain, located west of Eriksdale.</p>	
7.4	<p><b>Shoal Lake / Riparian Fencing</b></p> <p>The Shoal Lake Study in the progress, updates are not presented at this time. The Board reviewed previously submitted Riparian Fencing application. After the discussion the Board decided to collect more information on the project cost. In the future, one of the requirements for the Riparian Fencing Program will be: applicant to provide the estimated cost of the project.</p>	
7.5	<p><b>Water Storage</b></p> <p>The landowner for the potential Water Storage Project in Lake Francis Sub District confirmed his intention to participate in the Establishment of pilot sites for innovative surface water and nutrient management initiatives on farms through LWBSF.</p>	
7.6	<p><b>Water Festival</b></p> <p>The Water Festival at Rubber Ducky Resort on June 4, 2013 was a great success. Total of 134 students attended the Water Festival. St. Laurent High School students were a great help in organising the stations. Rubber Ducky resort allowed the use of their facilities free of charge.        Thank you letter was received from Woodlands School.</p>	
7.7	<p><b>Water Sampling</b></p> <p>Summer student transported 10 water samples on June 5, 2013 and 10 samples on June 19, 2013 to the Horizon Lab LTD.        The Board decided to put water samples transportation on hold until further notice.</p>	
7.8	<p><b>Audit</b></p> <p>Sensus Partnership of Chartered Accountants has audited the financial statements. The draft and the original copy were presented to the Board.</p> <p><b>456-13: J. Cruise – N. Brandstrom</b>  <b>BE IT RESOLVED THAT</b> the Board approve Financial Statements for the year ended March 31, 2013 after the second reading.</p>	<b>CARRIED</b>
8.0	<p><b>NEW BUSINESS</b></p>	

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8.1	<p><b>Forage Seed / Sod Seeding Program – New applications</b></p> <p>New applications were submitted. It was brought to Board attention that some stipulations on the Forage Seed Application eliminated the seed producers from this Program, as they can't possibly fit the criteria. After the discussion the Board decided to change the name of the Program from Forage Seed to Forage Seed / Seed Production and adjust the payment to \$ 12.50 per acre to a maximum of \$ 500.00 (40 acres).</p>	
8.2	<p><b>Well Sealing</b></p> <p>New applications for the Well Sealing Program were submitted. The request for quotes was send; quotes have not been received yet.</p>	
8.3	<p><b>Board Member</b></p> <p>A suggestion was made that in some cases the Executive Board can appoint an individual to be a taxpayer appointee, if they think that such individual can be a valuable member. The Board decided to accept only members that appointed by Municipalities. Election for the Lake St. Martin and re-election for the Dog Lake Sub Districts to be set up in July of 2013.</p>	
8.4	<p><b>Manitoba Conservation Districts Association (MCDA) Dues</b></p> <p>At the last MCDA meeting a motion was made to keep the MCDA dues the same as they currently are for the upcoming 2013-14 financial year.</p>	
8.5	<p><b>Winter Waterers applications</b></p> <p>Existing applicants to be notify that the financial assistance for this program reduced to \$ 5,000 (five thousand) per application.</p>	
8.6	<p><b>Administrative Assistant hours</b>  <b>457-13: J. Cruise – H. Rosing</b>  <b>BE IT RESOLVED THAT</b> the Board approve the Administrative assistant hours at eight hours per day for four days per week for the next three months, starting July 8, 2013.</p>	
9.0	<p><b>REPORTS</b></p>	
9.1	<p><b>Chairperson</b></p> <p>D. Oliver updated the Board on the current MCDA activities, attended "Keeping Water On the Land" Workshop.</p>	
9.2	<p><b>Manager Report</b></p> <p>L. Miller updated the Board on current WIWCD activities. The report is on file at the office.</p>	

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9.3	<p><b>Watershed Planner</b></p> <p>Watershed planner's report is on file at the office.</p>	
10.0	<p><b>IN CAMERA DISCISSIONS</b></p> <p>N/A</p>	
11.0	<p><b>CORRESPONDENCE</b></p> <p>The following correspondence was presented to the Board:</p> <ul style="list-style-type: none"> <li>• The Thank You card for donation from the Board of Directors of St. Laurent Assisted Living Centre;</li> <li>• Email from the Vice Chair MCDA Heather Dalglish asking that any questions and concerns regarding "Rebranding" would be addressed directly to her;</li> <li>• Email from S. Robins informing districts that Wayne Hildebrand retires;</li> <li>• The information from G. Evans (Conservation &amp; Environment Services) regarding Solitary Pollen Bees;</li> <li>• New publications: Farming in a Changing Climate in Manitoba – Livestock &amp; Crop Edition;</li> <li>• The letter from R. McDougal (Manitoba Conservation and Water Stewardship) acknowledging WIWCD concerns regarding the administrative and operational cost of a name change for the Conservation District Program;</li> <li>• The newsletter from Upper Assiniboine River Conservation District;</li> <li>• The invitation from the Pembina Valley Conservation District &amp; the town of Manitou to the Annual Golf Tournament;</li> </ul>	
12.0	<p><b>Next Meeting:</b></p> <p style="text-align: center;"><b>July 18, 2013</b>  <b>8:30 AM, WIWCD Office</b></p>	
13.0	<p><b>458-13: J. Cruise – H. Rosing</b></p> <p><b>BE IT RESOLVED THAT</b> we adjourn at 2:05 PM</p>	<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/> <p>Doug Oliver, Chairperson          WIWCD</p> <hr/> <p>Linda Miller, Financial Administrator          WIWCD</p>	