

## MINUTES OF MEETING NO. 5

NAME:	Executive Board	PAGE:	1 of 4
LOCATION:	WIWCD Office, Lundar	DATE:	November 21, 2008
DATE OF MEETING:	November 20, 2008		
PRESENT:	D. Oliver B. Sigfusson J. Cruise N. Brandstrom A. Melnichuk L. Miller E. Shay	Chairperson Vice Chairperson Director Director Manager Financial Administrator Watershed Planner	Lake Francis Sub District Member Shoal Lakes Sub District Member Swan Creek Sub District Member Dog Lake Sub District Member WIWCD WIWCD Manitoba Water Stewardship
REGRETS:	E. Zotter	Director	Lake Francis Sub District Member
WRITTEN BY:	L. Miller		

ITEM	DESCRIPTION	ACTION BY
<b>1.0</b>	<b>CALL TO ORDER</b>	
	B. Sigfusson called the meeting to order at 10:35 AM.	
	D. Oliver joined the meeting at 10:45 AM with reason.	
<b>2.0</b>	<b>DELEGATIONS</b>	
	Bob Betcher – Manitoba Water Stewardship Groundwater Unit	
	Did not attend with reason.	
<b>3.0</b>	<b>APPROVAL OF AGENDA</b>	
	<b><u>44-08: J. Cruise – N. Brandstrom</u></b> <b>BE IT RESOLVED THAT</b> the Board approved the agenda as presented.	<b>CARRIED</b>
<b>4.0</b>	<b>APPROVAL OF MINUTES</b>	
	<b><u>45-08: N. Brandstrom – J. Cruise</u></b> <b>BE IT RESOLVED THAT</b> the Board adopt the minutes of the Executive Board meeting held October 23, 2008.	<b>CARRIED</b>
<b>5.0</b>	<b>BUSINESS ARISING FROM MINUTES</b>	
	No Business.	
<b>6.0</b>	<b>SUB DISTRICT RESOLUTIONS</b>	
	No Sub District Resolutions.	
<b>7.0</b>	<b>FINANCIAL REPORT</b>	
<b>7.1</b>	<b>Bank Account Activity</b> L. Miller reported at the time of the meeting the bank account was \$144,386.56. See attached cheque log. <b><u>46-08: B. Sigfusson – N. Brandstrom</u></b> <b>BE IT RESOLVED THAT</b> the Board hereby approved the Financial Report as presented.	<b>CARRIED</b>
<b>8.0</b>	<b>CHAIRPERSON/MANAGERS REMARKS</b>	
<b>8.1</b>	<b>Chairperson</b> D. Oliver spoke to Mr. Garth Ball from the Province about the Twin Lake Beaches project. Mr. Ball mentioned that the WIWCD could receive Fish Credits, but not to proceed at this time.	
<b>8.2</b>	<b>Manager</b> Larry Weatherburn is working on sealing four (4) wells. Newspaper clipping about Trapper Days in the <i>Ashern Around Town</i> newsletter.	
<b>8.3</b>	<b>Watershed Planner</b> E. Shay has set up a meeting to advise on surface water quality for the Manager and herself to meet with Wendy Ralley and Jennifer Havelock from Manitoba Water Stewardship on November 25, 2008 to advise the Manager on water quality. See attached report.	
<b>9.0</b>	<b>IN CAMERA DISCUSSIONS</b>	
	No In Camera Discussions.	

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<b>10.0</b>	<b>UNFINISHED BUSINESS</b>	
<b>10.1</b>	<p><b>Logo Contest</b> One entry was received from Miss Cyndie Barnett of Grosse Isle. The Manager will take the logo to a graphic designer. Chairperson and Manager will present the cheque to Miss Barnett and get her to sign a release of rights to use the logo and have a photograph taken for publicity.</p> <p><b><u>47-08: J. Cruise – N. Brandstrom</u></b> <b>BE IT RESOLVED THAT</b> the Board agreed to pay \$100.00 to C. Barnett, winner of the logo contest.</p>	<b>CARRIED</b>
<b>10.2</b>	<p><b>Road Signs</b> Manager sent letters to MIT for five (5) highway signs. The location of the fifth sign is Eastbound on Highway 68 at the Narrows (east side of the Narrows – entering the RM of Siglunes).</p>	
<b>10.3</b>	<p><b>Exterior Office Sign</b> Town &amp; Country Crafts was awarded the job of manufacturing the exterior office sign for \$350.00.</p> <p><b><u>48-08: J. Cruise – N. Brandstrom</u></b> <b>BE IT RESOLVED THAT</b> the Board chose Town &amp; Country Crafts proposal of \$350.00 for the exterior office sign.</p>	<b>CARRIED</b>
<b>10.4</b>	<p><b>Truck</b> The quote from Elie Ford was the lowest with a price of \$28,543.76. Elie Ford quoted a 2008 Ford F150. The Board felt the truck should have a box liner at an estimated cost of \$400.00. The Manager is allowed to take the truck home when it is cost effective to do so. Staff can purchase fuel and routine maintenance on company credit without a Board resolution. Staff to purchase deer whistles (2) and a block heater timer. Staff to purchase insurance with a deductible low enough for wildlife, \$2,000,000 liability and loss of use.</p> <p><b><u>49-08: N. Brandstrom – J. Cruise</u></b> <b>BE IT RESOLVED THAT</b> the Board chose Elie Ford's proposal to purchase a 2008 Ford F150 for \$28,543.76 plus box liner of approximately \$400.00.</p> <p><b><u>50-08: N. Brandstrom – J. Cruise</u></b> <b>BE IT RESOLVED THAT</b> the Board gave the Manager permission to take the truck home when it is cost effective.</p> <p><b><u>51-08: J. Cruise – B. Sigfusson</u></b> <b>BE IT RESOLVED THAT</b> the Board gave the staff permission to purchase fuel and routine maintenance for the truck.</p> <p><b><u>52-08: N. Brandstrom – B. Sigfusson</u></b> <b>BE IT RESOLVED THAT</b> the Board gave the staff permission to purchase insurance for the truck.</p>	<b>CARRIED</b>  <b>CARRIED</b>  <b>CARRIED</b>
<b>10.5</b>	<p><b>Abandoned Well Sealing Program</b> The Board received the outstanding well application and will pay \$1,000.00 plus GST. The difference of \$147.00 will be paid by J. Thorgillson. The Manager is to contact L. Weatherburn to confirm time frame of quotes.</p> <p><b><u>53-08: N. Brandstrom – J. Cruise</u></b> <b>BE IT RESOLVED THAT</b> the Board gave the Manager permission to seal two (2) wells at the Koch residence.</p>	<b>CARRIED</b>
<b>10.6</b>	<p><b>Website</b> <b><u>54-08: J. Cruise – N. Brandstrom</u></b> <b>BE IT RESOLVED THAT</b> the Board chose F3 Designs to develop the website.</p>	<b>CARRIED</b>
<b>10.7</b>	<p><b>Policy Development</b> The Board is to read the policies that the Manager and Financial Administrator prepared and bring suggestions to next meeting.</p>	
<b>10.8</b>	<p><b>Tenant Agreement</b></p>	
<b>10.8.1</b>	<p><b>Rent Payment</b> Received invoice from the RM of Coldwell for three months rent (October to December 2008). Rent to be paid on the 1<sup>st</sup> of each month. Be it recorded that Brian Sigfusson abstained from the vote</p> <p><b><u>55-08: J. Cruise – N. Brandstrom</u></b> <b>BE IT RESOLVED THAT</b> the Board agreed to pay three months rent to the RM of Coldwell.</p>	<b>CARRIED</b>

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ITEM	DESCRIPTION	ACTION BY
10.8.2	<b>Fire Code</b> Ann to contact Kevin Hallderson to set up an inspection of the office building.	<b>CARRIED</b>
10.8.3	<b>Contents Insurance</b> <b>56-08: B. Sigfusson – N. Brandstrom</b> <b>BE IT RESOLVED THAT</b> the Board chooses HED Insurance if non-municipal council members are not covered by municipal insurance. If non-municipal council members are covered by municipal insurance, then accept Petersen Agencies.	
10.9	<b>Computer Network</b> <b>57-08: B. Sigfusson – J. Cruise</b> <b>BE IT RESOLVED THAT</b> the Board chose THINK Technology Integrators Inc. to set up the computer network.	
11.0	<b>NEW BUSINESS</b>	
11.1	<b>Programming</b> Tabled to the December 10, 2008 meeting.	<b>CARRIED</b>
11.2	<b>Sub District Involvement</b> Tabled to the December 10, 2008 meeting.	
11.3	<b>FEF Proposal</b> Due December 15, 2008: Starting with the Swan Creek Sub District.	
11.4	<b>Cell Phone for Manager</b> <b>58-08: B. Sigfusson – J. Cruise</b> <b>BE IT RESOLVED THAT</b> the Board approved the Manager to purchase a Sanyo SCP7050 with a booster pack for the best price.	
11.5	<b>Event Attendance</b> <b>59-08: B. Sigfusson – N. Brandstrom</b> <b>BE IT RESOLVED THAT</b> the Board approved the Financial Administrator to attend the MCDA Convention and the Manager to attend the EICD AGM on December 8, 2008.	
11.6	<b>Business Cards</b> The Manager is to contact Bonnie Lussier regarding business cards, once a logo is in place. <b>60-08: N. Brandstrom – J. Cruise</b> <b>BE IT RESOLVED THAT</b> the Board approved the purchase of Business Cards for the Manager and Financial Administrator.	
12.0	<b>CORRESPONDENCE</b>	
12.1	<b>Lake Manitoba Stewardship Board (LMSB) Meeting</b> LMSB has invited the Board of the WIWCD to a meeting in March 2009.	<b>CARRIED</b>
12.2	<b>Christmas</b> <b>61-08: N. Brandstrom – J. Cruise</b> <b>BE IT RESOLVED THAT</b> the Board approved staff to have December 24, 2008 off with pay and January 2, 2009 off without pay.	
12.3	<b>Convention</b> <b>62-08: J. Cruise – N. Brandstrom</b>	
12.4	<b>BE IT RESOLVED THAT</b> the Board approved Bill Fleury to replace Brian Sigfusson at the MCDA convention December 2 and 3, 2008.	
13.0	<b>NEXT MEETING</b>	
	<b>December 20, 2008 at 10:00 AM</b> CD Office.	

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ITEM	DESCRIPTION	ACTION BY
14.0	<b>ADJOURNMENT</b>	
	<b>63-08: J. Cruise – N. Brandstrom</b> <b>BE IT RESOLVED THAT</b> we adjourn at 2:30 PM.	<b>CARRIED</b>
	These minutes are in 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, Chairperson WIWCD  <i>Original signed by</i> _____ Linda Miller, Financial Administrator WIWCD	