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**Present:**

**Board members:**

Ray Frey, Board Chair #81A, Upper Central Little Saskatchewan River, Chair  
Dennis Pedersen, Vice-Chair #82B, Lower Little Saskatchewan River, Chair  
Kaye Wolstenholme #72A, Upper Oak River, Chair  
Dave Falkevitch #72B, Lower Oak River, Chair  
John Spaller #82A, Upper Little Saskatchewan River, Chair  
Don Huisman #81A, Upper Central Little Saskatchewan River, Vice-Chair  
Larry Cardy #81B, Lower Central Little Saskatchewan River, Chair  
Cindy Murray Provincial Appointee

Colleen Cuvelier District Manager  
Curt Westwood Technician  
Bobby Bennett Watershed Planner

**Absent:** Anne Davidson, Financial Administrator

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Chair Ray Frey called the meeting to order at 1:30 p.m.

**ADOPTION OF AGENDA**

**#1/17: D. Pedersen – K. Wolstenholme**

That the agenda be adopted as amended with the addition of a discussion regarding municipal fee for service projects.

**Carried.**

**ADOPTION OF MINUTES**

**#2/17: C. Murray – L. Cardy**

That the minutes of the regular Board meeting held November 30<sup>th</sup>, 2016 be adopted as circulated.

**Carried.**

**DELEGATE**

Andrea McLean, Senior Watershed Planner – unable to attend

**ARISING FROM THE MINUTES**

1. **MCDA Conference** – Members that had attended the conference provided comments related to the venue and food. The comments will be forwarded to the MCDA Executive Director.
2. **Conditional Use Public Hearing** – The technician reported on the hearing which was followed by a discussion around the board table.

**FINANCIAL**

1. **Financial Statement** for December 2016 was presented and reviewed by the Board.

**#3/17: C. Murray – J. Spaller**

That the Financial Statements for December 2016 be accepted as presented. That the Board authorizes the expenditures recorded from December 1<sup>st</sup> to December 31<sup>st</sup>, 2016 in the amount of \$70,374.96. That the Bank Reconciliation for November 2016 be adopted as reviewed by the Chair.

**Carried.**

**FINANCIAL (cont'd)****#4/17: D. Huisman – D. Pedersen**

That the Board authorizes the payment of payables from January 1, 2017 to January 6, 2017 in the amount of \$1,750.64.

**Carried.**

2. **3<sup>rd</sup> Quarter Report** – The third quarter report, as prepared by the Administrator, was presented. The report has been submitted to the Watershed Planner.
3. **2016/2017 year-end projections** – The year-end projection, as prepared by the Administrator, was reviewed.
4. **Signing authority** – Members discussed the challenges of implementing the CD Commission policy regarding signing authority. The Watershed Planner was asked to find out how to make the District's concerns know.
5. **Invoice payments** – Members reviewed a list of payments that were completed on-line and by direct deposit as well as those with specific deadlines. Members discussed moving towards chequeless payments and instructed the Administrator to investigate and prepare a recommendation for the Board for the April 2017 board meeting. Members also discussed the process of authorizing payables prior to payment being made.

**NEW BUSINESS**

1. **Photocopier Lease** – Manager reported that the current 5-year lease will expire in March. The Board instructed the staff to obtain quotes to lease a photocopier. Quotes are to be reviewed at the March 2017 board meeting.
2. **Technician's meeting and MHCA courses** – April 4<sup>th</sup> and 5<sup>th</sup>, Winnipeg

**#5/17: D. Huisman – L. Cardy**

That the Board authorizes the Technician to attend the Technicians' meeting in Winnipeg on April 3<sup>rd</sup> and enroll in the MHCA courses on April 4<sup>th</sup> and 5<sup>th</sup>, 2017 in Winnipeg with all expenses paid.

**Carried.**

3. **Emergency First Aid Training** – UARCD is looking to organize training.

**#6/17: D. Huisman – C. Murray**

That the Board authorizes the Manager and Technician to take the training with all expenses paid.

**Carried.**

4. **Program meeting date** – The meeting date was set for March 16<sup>th</sup>, 2017 beginning at 9:30 a.m.
5. **Manager meeting** – February 1<sup>st</sup> and 2<sup>nd</sup>, Brandon

**#7/17: D. Huisman – D. Falkevitch**

That the Board authorizes the Manager to attend the Managers' meeting in Brandon on February 1<sup>st</sup> and 2<sup>nd</sup>, 2017 with all expenses paid.

**Carried.**

**REPORTS - CHAIR** - need to schedule municipal visits, personnel committee had completed administrator's annual review and will be meeting with manager on January 5 with the Personnel Committee reporting at the February 2017 board meeting. Had also attended Board Member Workshop at MCDA Conference and will be implementing learned initiatives.

**MANAGER** – reviewed and filed with the minutes.

**FINANCIAL ADMINISTRATOR** – reviewed and filed with the minutes.

**TECHNICIAN** – reviewed and filed with the minutes.

**MCDA** – expanded executive meeting on January 5<sup>th</sup>.

**PROVINCIAL CONSERVATION PROGRAM** – Watershed Planner, Bobby Bennett read the Provincial update for January

**CORRESPONDENCE**

1. Manitoba Habitat Heritage Corporation – Notice of Intent to File Caveat on W1/2 5-13-20-WPM & E1/2 31-12-20-WPM (Brown). *Noted*
2. Red River Basin Commission – Annual Red River Basin Land & Water International Summit Conference, Jan. 17<sup>th</sup>-19<sup>th</sup>, 2017, Fargo, ND. *Noted*
3. Volunteer Manitoba – 34<sup>th</sup> Annual Volunteer Awards, April 25<sup>th</sup>, 2017. *Noted*
4. Workers Compensation Board of Manitoba – 2016 rate is \$0.13. *Noted*
5. Michael Thiele – Northern Prairies Ag Innovation Alliance – annual workshop & tradeshow, January 10<sup>th</sup>-11<sup>th</sup>, 2017, Minot, ND. *Noted*
6. Lake Winnipeg Foundation – Water Quality Monitoring in the Lake Winnipeg Watershed: Educational Institutions and their roles workshop, Jan. 24<sup>th</sup>-25<sup>th</sup>, 2017, Peace Gardens. *Noted*
7. Mike Klassen, on behalf of RCI staff – thank you for invitation to Banquet and CD Awards. *Noted*
8. Donna Morken, on behalf of Foundation – thank you for the Awards and programs. *Noted*
9. Western Financial Group – Blue Cross premiums increased 4.5%. *Noted*
10. Agriculture in the Classroom – requesting volunteers to present Canadian Agriculture Literacy Month (CALM) program at schools. *Noted*
11. Global energy News – nomination for 2017 Upstream, Exploration & Production Awards. *Noted*
12. Manitoba Agriculture – BioSecurity Fact Sheet. *Noted*
13. RM of Yellowhead – re-appointment of R. Knight to SD #72A, Upper Oak River and G. Arnfinson to SD #82A, Upper Little Saskatchewan River. *Noted*
14. Watershed Planning & Programs – Conservation Districts Program January update. *Under Reports*
15. Assiniboine Hills Conservation District – minutes of meeting held December 6<sup>th</sup>. *Noted*
16. Intermountain Conservation District – minutes of meeting held December 2<sup>nd</sup>. *Noted*
17. Pembina Valley Conservation District – minutes of meeting held November 17<sup>th</sup>. *Noted*
18. Whitemud Watershed Conservation District – minutes of meeting held December 15<sup>th</sup>. *Noted*
19. Partners for the Saskatchewan River Basin – The River Current Winter 2017. *Noted*

**OTHER**

The Board discussed the fee-for-service projects that the District is able to complete for its municipal partners including making the municipal partners aware of the service and staff capacity.

**ADJOURNMENT****#8/17: D. Pedersen**

That the meeting now be adjourned to meet again on **Wednesday, February 1<sup>st</sup>, 2017 at 1:30 p.m.** or at the Call of the Chair. **SD #81A** and the council of the **Municipality of Clanwilliam-Erickson and the Rural Municipality of Rosedale** invited to attend.

**Carried.**

**TIME:** 4:10 p.m.

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Ray Frey, Chair

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Colleen Cuvelier, District Manager