

Redboine Watershed District

Board Meeting No. 1/2122 Minutes

May 14, 2021 – 9:30am

ZOOM Meeting

Present:	District Chairperson	M. Piper	Present
	La Salle-Assiniboine SD Chair	S. Pelletier	Present
	Boyne River SD Chair	G. Vigier	Present
	Morris-Norquay SD Chair	C. Morgan	Present
	Tobacco-Shannon Creeks SD Chair	W. McTavish	Present
	Provincial Appointee	M. Lowdon	Present
	Manager	J. Reid	Present
	Resource Technician	R. Nichol	Present
	Financial Administrator	A. Smith	Present
	GROW Coordinator	J. Corvino	Absent
	Watershed Planner	D. Timmerman	Present
	Rootstalk Resources (Delegation)	D. Kornelson	Present
	Swan Lake First Nation (Delegation)	E. Cameron	Present
	Swan Lake First Nation (Delegation)	D. Scott	Present

1.0 Call to Order by Chairperson

Vice-Chairperson W. McTavish called the meeting to order at 9:30am.

2.0 Approval of Agenda

RESOLUTION #1/1/2122

Moved by: G. Vigier
Motion to approve the agenda as presented.

CARRIED

Seconded by: S. Pelletier

3.0 Approval of Minutes

RESOLUTION #2/1/2021

Moved by: G. Vigier
Motion to approve the minutes from the previous meeting as presented.

CARRIED

Seconded by: S. Pelletier

4.0 Delegations

Swan Lake First Nation presented an update on the work being done to finalize the MOU between SLFN, RBWD, PVWD, and CAWD. The board asked questions about the document and discussed the importance of moving forward on partnerships like this. Ideas were discussed about potential promotion of the signing of the MOU document and how it might happen under COVID restrictions.

5.0 Administration & Business reports

5.1 - Manager's Report

The Manager presented an update on various projects and programs since the last Board Meeting, including details on year-end projects as well as new programs for the current year. The Board was given an update on the status of the Conservation and GROW Trust projects. They were also given an update on the status of the current education programs.

5.2 - Administrator's Report

The Board was given the financial update for the district since the last Board Meeting, including updated Year-End versions of the Budget and Income Statement, as well as the current Bank and Credit Card Statements.

RESOLUTION #3/1/2122

Moved by: S. Pelletier

CARRIED

Seconded by: M. Piper

Motion to approve the Administrator's report including list of expenditures totaling: \$108,083.07.

5.3 - Technician's Report

The Board was introduced to R. Nichol, the new Resource Technician. They welcomed him to the district and then were presented with the projected project list for the 2021-22 season. Project work is underway, and the Technician gave an update on how things have gone in his first few weeks on the job.

W. McTavish made inquiries about some potential maintenance work needing to be done at Alexander Ridge Park and they will be investigated by the Technician.

5.3 - GROW Coordinator Report

The Board was given the updated project report for the GROW Program, including the updated year-end expenses. Project work is still underway, and spring project site checks are planned. Staff will be using the newly acquired UAV to provide aerial footage of project sites to help track the status of projects over time.

6.0 Reports from Committees

6.1 Watershed Planner Report

D. Timmerman gave a report from the Province including an introduction to the Federal Government 2 Billion Trees program and a Provincial request for collecting and forwarding any drought concerns from landowners.

6.2 Employee Committee Report

The Employee Committee met in April 2021 to interview candidates and selected R. Nichol as the new Resource Technician. Board approval was given via an e-mail vote.

RESOLUTION #4/1/2122

Moved by: M. Piper

CARRIED

Seconded by: M. Lowdon

Motion to officially adopt E-Motion #01-EM-2122: Resource Technician Hire.

7.0 Business Arising from Previous Meetings

7.1 Rain Barrel Fundraiser Update

The Board was provided with an update on the rain barrel fundraiser. The district is close to meeting their target of 100 rain barrels sold to guarantee a delivery truck to come to Holland with the order. Orders have come in from across the district as well as outside the district.

7.2 UAV Policy & Procedures

The Board was presented with a draft policy and procedure document for the use of the newly acquired UAV. Although the federal restrictions and regulations are not applicable to the UAV that was purchased, staff felt that it was important that the district still had some sort of policy and procedure in place to help support staff when out in the field with the unit.

RESOLUTION #5/1/2122

Moved by: M. Lowdon

CARRIED

Seconded by: M. Piper

Motion to approve and adopt the RBWD UAV Operating Procedures Policy and accompanying Operations Plan and Checklist templates.

8.0 New Business

8.1 Cyber Security

The Board discussed cyber security and other technological issues in the wake of a recent e-mail virus issue from a fellow watershed district. Staff informed the board that the district's finances would be secure through the insurance from the Credit Union, and that the district files were automatically backed up online and periodically backed up to an external hard drive.

Staff will continue to monitor computers and e-mail accounts for suspected viruses and other issues and will continue to exercise caution when working or searching online.

8.2 Severance Pay Reserve Account

The Board discussed the issue of a need for a reserve account to begin saving for future severance payments. The Personnel Administration Guidelines will continue to be reviewed for potential changes to the severance policy, and D. Timmerman will look into the possibility of using a cost-shared reserve account for such a purpose.

8.3 City of Winkler/PVWD/RBWD MOU

The Board was presented with a draft MOU to begin a partnership agreement between the City of Winkler, PVWD and RBWD for the purpose of implementing BMPs in the Winkler Aquifer recharge area.

RESOLUTION #6/1/2122

Moved by: M. Lowdon

CARRIED

Seconded by: M. Piper

Motion to move forward with the partnership opportunity between the City of Winkler, PVWD, and RBWD and the MOU for the Winkler Aquifer.

9.0 Information & Correspondence

9.1 2020-21 Board Meeting Schedule

The Board was given the current draft of the 2021-22 Meeting Schedule. All meetings will continue to be held online via ZOOM until provincial restrictions are lifted.

9.2 Next Meeting: June 18, 2021

10.0 Adjournment

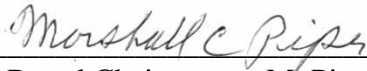
RESOLUTION #7/1/2122

CARRIED

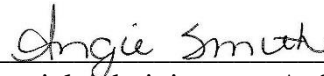
Moved by: M. Piper

Motion to adjourn the meeting at 11:45am.

Minutes Approved By:



Board Chairperson: M. Piper



Financial Administrator: A. Smith