

**Redboine Watershed District**  
**Board Meeting No. 1/2223 Minutes**  
**May 13, 2022 – 9:30am**  
**Holland Club Room - Holland, MB**

|                 |                                 |              |         |
|-----------------|---------------------------------|--------------|---------|
| <b>Present:</b> | 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  |
|                 | GROW Technician                 | S. Madill    | Present |
|                 | MB ARD Watershed Planner        | D. Timmerman | Present |

### 1.0 Call to Order by Chairperson

Chairperson M. Piper called the meeting to order at 9:45am with 7 attendees present in-person and 3 attendees online. Introductions were held as the Board was introduced to S. Madill, the new GROW Technician.

### 2.0 Approval of Agenda

**RESOLUTION #1/1/2223**

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

**CARRIED**

Seconded by: W. McTavish

### 3.0 Approval of Minutes

**RESOLUTION #2/1/2223**

Moved by: W. McTavish  
Motion to approve the minutes from the previous meeting as presented.

**CARRIED**

Seconded by: G. Vigier

### 4.0 Delegations

No delegations were present.

## 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 the status of the Living Labs Program, Conservation Trust projects, and GROW Trust programs. The OFCAF program through MAW is still being ironed out with the Federal Government. Project funds will not be moving through the WD so the program will not be included in the annual budget other than admin costs to the district. The draft of the BMR IWMP is planned for completion before the municipal election and the Lower Assiniboine IWMP is beginning.

### 5.2 - Administrator's Report

The Board was given the Administrator's update for the district since the last Board Meeting, including updated Budgeted Expenses to Date, Financial Report, as well as the current Credit Card Statements.

#### **RESOLUTION #3/1/2223**

Moved by: G. Vigier

#### **CARRIED**

Seconded by: M. Lowdon

Motion to approve the Administrator's report including list of expenditures totaling: \$166,831.00.

### 5.3 - Technician's Report

The Board was given the updated Technician's Report on the projects for this year. Discussion was held on the spring run-off and projects that have been damaged. A permanent solution is needed for the Mabon Dam and staff will work with the landowner, the RM, and our Provincial Engineer to come up with a solution that will work for everyone. Additional storage sites upstream of the Mabon Dam will be needed as part of the solution.

Staff will talk with other WDs about accessing DFA funding for project damages in run-off and rain events.

### 5.3 - GROW Coordinator Report

The Board was given a quick update on the GROW Program. To aid in the signing of landowner agreements and other documents, the GROW Coordinator requested the Board look into a digital signing platform. The Board agreed and staff will look into the DocuSign platform as to costs and functionality.

## 6.0 Reports from Committees

### 6.1 Watershed Planner Report

The Watershed Planner Report was given to the Board. The potential stakeholder list for the new Lower Assiniboine IWMP was discussed and Industry was felt to be a potential large partner opportunity. Municipal involvement may be an issue as the watershed includes non-member RMs that will need to be invited to the table.

Soil Health information was discussed, and the importance of educating landowners was a key part of the discussion.

## 6.2 Vehicle Committee

A. Smith recused herself from the meeting.

The Board discussed a potential used car purchase for the district. Due to numerous global factors, new and used vehicles are in short supply. The Board looked at a used 2010 GMC Yukon that was found locally by the Vehicle Committee. Staff felt that the vehicle would serve the purposes needed by the district, including providing weather-proof hauling of survey, UAV, and other sensitive equipment.

### **RESOLUTION #4/1/2223**

**CARRIED**

Moved by: S. Pelletier

Seconded by: M. Lowdon

Motion to purchase a 2010 GMC Yukon from Ray & Angie Smith for the listed purchase price of \$16,900.

A. Smith rejoined the meeting.

## 7.0 Business Arising from Previous Meetings

### 7.1 2022-23 Updated Budget Approval

The Board was given the 2022-23 Allocation Letter from the Province. The district received an additional \$30,000 in the provincial grant over what was anticipated. Enough matching Levy is being collected from the member RMs that no additional funds will be requested from our members for the 2022-23 year.

### **RESOLUTION #5/1/2223**

**CARRIED**

Moved by: W. McTavish

Seconded by: G. Vigier

Motion to approve the Final Draft of the 2022-23 Budget as presented.

### 7.2 Office Upgrades Quote

The Board reviewed the quote that was received as part of the RFP for Office Upgrades.

### **RESOLUTION #6/1/2223**

**CARRIED**

Moved by: S. Pelletier

Seconded by: M. Lowdon

Motion to accept the quote presented by D. Demay for upgrades to the Office Building.

## 8.0 New Business

### 8.1 GROW Technician Credit Card

### **RESOLUTION #7/1/2223**

**CARRIED**

Moved by: W. McTavish

Seconded by: G. Vigier

Motion to approve and provide a RBWD Business Credit Card to S. Madill. S. Madill will be required to adhere to the RBWD Credit Card Use Policy and will sign a Credit Card Use Agreement prior to the card being given.

## 8.2 Infrastructure Reserve Fund

The Board reviewed the information provided by D. Timmerman regarding a Shared Infrastructure Reserve Fund. Additional information will be provided to the Board and the details of a SIRF for RBWD will be worked out and created.

## 9.0 Information & Correspondence

### 9.1 2022-23 Board Meeting Schedule

The Board was given the current draft of the 2022-23 Meeting Schedule.

### 9.2 Next Meeting: June 17, 2022

The next Board Meeting is currently scheduled for June 17, 2022. The meeting will tentatively be held in Carman at Breakaway Restaurant and will have an audit presentation from the auditors.

## 10.0 Adjournment

### **RESOLUTION #8/1/2223**

**CARRIED**

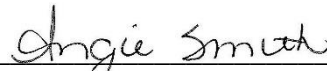
Moved by: G. Vigier

Motion to adjourn the meeting at 11:20am.

Minutes Approved By:



Board Chairperson: M. Piper



Financial Administrator: A. Smith