Redboine Watershed District
Board Meeting #06/2425 Minutes
February 21, 2025 – 1:00 PM
RBWD Annual General Meeting – Miami, MB

Present:	District Chairperson	S. Pelletier	Present
	Lower Assiniboine SD Chair	D. Nott	Present
	La Salle River SD Chair	R. Richardson	Present
	La Salle River SD Member (Guest)	J. Boulanger	Present
	Boyne River SD Chair	R. Marginet	Present
	Boyne River SD Member (Guest)	G. Guertin	Present
	Morris-Norquay SD Chair	C. Morgan	Present
	Tobacco-Shannon Creeks SD Chair	W. McTavish	Present
	Provincial Appointee	M. Lowdon	Absent
	District Manager	J. Reid	Present
	Financial Administrator	A. Smith	Present
	Project Manager	J. Hunnie	Absent
	Resource Technician	R. Nichol	Present
	GROW Technician	A. Spellman	Present
	PWCP Co-ordinator	S. Lucovic	Present
	MB ECC Watershed Planner	C. Cuvelier	Present

1.0 Call to Order by Chairperson

Chairperson S. Pelletier called the meeting to order at 12.59 pm.

2.0 Approval of Agenda

RESOLUTION #1/6/2425 **CARRIED**

Moved by: C. Morgan Seconded by: W. McTavish

Motion to approve the agenda as presented.

3.0 Approval of Minutes

RESOLUTION #2/6/2425 **CARRIED**

Moved by: R. Marginet Seconded by: D. Nott

Motion to approve the minutes from the previous meetings as presented.

4.0 Delegations

No Delegations were present at the meeting.

5.0 Administration & Program Reports

5.1 District Manager's Report

The Board was provided with the District Manager's report as of February 21, 2025. He advised that PWCP 2.0 has been approved and that the MAW WD Capacity Fund has funds allocated for professional development. He has been working closely with MAW on the Lake Winnipeg Basin Program application and has submitted the Climate Action Fund application. The report is attached to the minutes.

5.2 Administrator's Report

The Board was given the financial update for the district since the last Board Meeting, including the Financial Report, Budgeted Expenses to Date, and current Credit Card Statements.

5.3 Project Manager's Report

The Project Manager's submitted her report on the status of ongoing projects and programs. Any questions should be directed to her by phone or email. It was suggested that during the Sub-District tour, the Jobin site (RBWD's 2025 Watershed Award Winner) be on the agenda.

5.4 Technician's Report

The Technician submitted a recent update on the status of projects in the district as well as his other activities.

5.5 PWCP Report

The PWCP coordinator provided his current report on the status of the ongoing projects and funding. He confirmed PWCP 2.0, and that the new program is relatively the same except funding caps will be increasing to $100,000 from $75,000.

RESOLUTION #3/6/2425 **CARRIED**

Moved by: D. Nott Seconded by: R. Richardson

Motion to accept the Administration and Program Reports and approve the Financial Report including the list of expenditures totaling $359,620.91. *See attached administration reports.

6.0 Reports From Committees

6.1 Watershed Planner Report

RBWD Planner provided the report from the province for February, 2025. She advised that the Local GROW Committee can expect to meet in March and review the draft Boyne Morris IWMP.

6.2 MAW Board Report (L. Nichol, MAW)

L. Nichol provided information on the WD Capacity Funding program. $5,000 is available for staff training/development, and there is funding available to cost share subscriptions. MAW is also providing funds for the Manager's, Administrators and Technician meetings. She noted that there is a working group looking at succession planning and compensation packages as well as recruitment/retention planning. She affirmed that MAW is also committed to governance training, and will provide feedback after their board training is completed.

RESOLUTION #4/6/2425 **CARRIED**
Moved by: W. McTavish Seconded by: C Morgan
Motion to accept Watershed Planner and MAW Board Reports as presented.

At this time, the Board discussed items 7.0 and 8.0 on the agenda, before coming back to resume the Committee Reports.

6.3 Employee Committee Report

RESOLUTION #9/6/2425 **CARRIED**
Moved by: C. Morgan Seconded by: D. Nott
Motion to move to an in-camera session.

RESOLUTION #10/6/2425 **CARRIED**
Moved by: W. McTavish Seconded by: R. Richardson
Motion to move out of camera.

RESOLUTION #11/6/2425 **CARRIED**
Moved by: D. Nott Seconded by: C. Morgan
Motion to accept and approve the following list of recommendations from the Employee Committee that were discussed in-camera.

#01/EC/2425: Recommendation to approve the updates to the RBWD Personnel Administration Guidelines effective January 1, 2025 (April 1, 2025).
- *Reviewed at December Board Meeting and tabled until the February Meeting*

#11/EC/2425: Recommendation to approve the extension of the PWCP Coordinator position until the end of the 2027-28 fiscal year.

#12/EC/2425: Recommendation to offer S. Lucovic the position of PWCP Coordinator for the term beginning April 1, 2025, and ending on March 31, 2028, at the starting wage of $26.00/hour. With this 3-year contract, S. Lucovic will also be eligible for MEBP and Blue Cross through the district.

#13/EC/245: The Employee Committee would like to provide S. Lucovic with the district's C.E.T. bonus of $1.50/hour effective upon successful completion of his C.E.T. designation. This would be in line with other RBWD staff who have their C.E.T. designation.

6.4 Policy Committee Report

The board reviewed the new and updated policy documents proposed by the Policy Committee. Staff used the HR OnCall Service from People First HR to help prepare the proposed policy documents. Staff will re-number and re-organize the Policy Manual after the proposed policies have been approved.

RESOLUTION #12/6/2425 **CARRIED**
Moved by: R. Richardson Seconded by: R. Marginet
Motion to amend the District Equipment & Technology Use Policy's Equipment Return on End of Use Protocol to add a timeline for return that shall be immediately upon termination.

<u>RESOLUTION #13/6/2425</u> **CARRIED**
Moved by: W. McTavish Seconded by: D. Nott
Motion to accept and adopt the new Policy Documents listed below as amended by the Board.

- Code of Conduct Policy & Disciplinary Procedure
- Board Member Code of Conduct & Disciplinary Procedure
- District Equipment & Technology Use Policy
- Personal Information Protection & Confidentiality Policy
- Employee Documentation/Personal Files Policy

6.5 Infrastructure Committee Report

Staff is currently waiting for resolutions of support from the Municipal Membership to approve an increase to the borrowing limit for the district, in preparation for moving forward with expanding the office capacity.

<u>RESOLUTION #14/6/2425</u> **CARRIED**
Moved by: C. Morgan Seconded by: R. Richardson
Motion to accept the Infrastructure Committee Report as presented.

7.0 Business From Previous Meetings

7.1 Adoption of E-Motion: 03/EM/2425 (Carry Over Request)

<u>RESOLUTION #5/6/2425</u> **CARRIED**
Moved by: C. Morgan Seconded by: D. Nott
Motion to accept and adopt E-Motion 03/EM/2425 "Carry-Over Request Approval" that was passed via e-mail on January 30, 2025.

7.2 Red River Basin Fish Dinner Fundraiser Attendees

The District has purchased a table of 8 for the fundraiser. The Board members will discuss and advise the administrator.

8.0 New Business

8.1 2025-26 Interim Budget Approval

<u>RESOLUTION #6/6/2425</u> **CARRIED**
Moved by: W. McTavish Seconded by: R. Marginet
Motion to approve the RBWD 2025-26 Interim Budget as presented.

8.2 RBWD 2025-26 Committee Appointments

<u>RESOLUTION #7/6/2425</u> **CARRIED**
Moved by: C. Morgan Seconded by: R. Richardson
Motion to approve the RBWD 2025-26 Committee Appointments. The full list of appointments to REBWD Committees will be listed in the appendix to the meeting minutes.

8.2 Municipal 2 Billion Tree Program

RESOLUTION #8/6/2425 **CARRIED**
Moved by: W. McTavish Seconded by: C. Morgan
Motion to create a new program for tree planting on public property for RBWD Municipal Members through the Federal 2B Trees Program.

9.0 Information & Correspondence

9.1 Next Meeting Date

Next Board Meeting will be held on March 21, 2025 if necessary.

10.0 Adjournment

RESOLUTION #15/6/2425 **CARRIED**
Moved by: R. Marginet
Motion to adjourn the meeting at 3:30 PM.

Minutes Approved By:

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Board Chairperson: S. Pelletier	Financial Administrator: A. Smith