Redboine Watershed District
Board Meeting #05/2526 Minutes
December 12, 2025 – 9:30 AM
ZOOM Meeting

Present:			
	District Chairperson	S. Pelletier	Absent
	Lower Assiniboine SD Chair	D. Nott	Absent
	La Salle River SD Chair	R. Richardson	Absent
	La Salle River SD Vice Chair	J. Guyot	Present
	Boyne River SD Chair	R. Marginet	Absent
	Morris-Norquay SD Chair	C. Morgan	Present
	Tobacco-Shannon Creeks SD Vice Chair	G. Lowry	Present
	Provincial Appointee	M. Lowdon	Present
	District Manager	J. Reid	Present
	Financial Administrator	A. Smith	Absent
	Project Manager	J. Hunnie	Present
	Resource Technician	R. Nichol	Absent
	GROW Technician	A. Spellman	Absent
	PWCP Coordinator	S. Lucovic	Absent
	MB ECC Watershed Planner	B. Bennett	Present

1.0 Call to Order by Chairperson

Vice-Chairperson C. Morgan called the meeting to order at 9:38 a.m.

2.0 Approval of Agenda

RESOLUTION #1/5/2526 **CARRIED**
Moved by: G. Lowry Seconded by: J. Guyot
Motion to approve the agenda as presented.

3.0 Approval of Minutes

RESOLUTION #2/5/2526 **CARRIED**
Moved by: G. Lowry Seconded by: J. Guyot
Motion to approve the minutes from the previous meetings as presented.

4.0 Delegations

No delegations present

5.0 Administration & Program Reports

5.1 District Manager's Report

The Board was provided with the District Manager's report as of November 30th, 2025. He advised that the Applications for the 2026 Spring Intake for the GROW program and the Conservation Trust have been submitted. He reported that the Boyne Morris IWMP is in the final draft stages and provided an update on HR and office hours. Applications for the Lake Winnipeg Basin Program are being submitted through MAW and other partners. His report is attached.

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 submitted her report along with the Technician and PWCP report on the status of ongoing projects and programs. The reports are attached.

RESOLUTION #3/5/2526 **CARRIED**
Moved by: J. Guyot Seconded by: G. Lowry
Motion to accept the Administration and Program Reports and approve the Financial Report including the list of expenditures totaling $181,671.08. *See attached administration reports.

6.0 Reports From Committees

6.1 Watershed Planner Report

RBWD Planner, B. Bennet introduced himself to the board and provided the Provincial update for November 2025. There was discussion on some of the Provincial AIS measures.

6.2 Building and Infrastructure Committee Update

The manager provided an update on the borrowing limit increase process. All municipal approvals and the district approval have been submitted to the Province and we are waiting on Provincial approval for the temporary limit increase. The home inspection and the property appraisal have been completed.

6.3 Employee Committee Report

B. Bennett left the meeting.

RESOLUTION #4/5/2526 **CARRIED**
Moved by: G. Lowry Seconded by: J. Guyot
Motion to move to an in-camera session of the Board at 10:35 am.

J. Corvino left the meeting.

RESOLUTION #6/5/2526 **CARRIED**
Moved by: J. Guyot Seconded by: M. Lowdon
Motion to move out of camera at 11:25 am.

RESOLUTION #7/5/2526 **CARRIED**
Moved by: C. Morgan Seconded by: G. Lowry
Motion to approve the following list of Employee Committee Recommendations discussed in-camera and as amended by the Board:

#01/EC/2526: The Employee Committee recommends that the Board approve new policy 3.00 - Employee Policy Review.
#02/EC/2526: The Employee Committee recommends that the Board approve updates to Section 20 (Overtime) of policy 3.10 - Personnel Administration Guidelines.
#03/EC/2526: The Employee Committee recommends that the Board approve updates to policy 7.01 - Workplace & Employee Health & Safety Policy regarding the Health & Safety Representative, and mandatory First-Aid training.
#04/EC/2526: The Employee Committee recommends that the Board approve updates to policy 7.02 - Work Alone Policy.
#05/EC/2526: The Employee Committee recommends that the Board approve new policy #TBD - Security Camera Surveillance Policy.
#06/EC/2526: The Employee Committee recommends that A. Malyon be moved to a 40-hour work week and moved up one level on the pay scale.
#07/EC/2526: The Employee Committee recommends that J. Hunnie be moved up to $40.00/hr.
#08/EC/2526: The Employee Committee recommends that S. Lucovic be moved to a 40-hour work week and moved up one level on the pay scale.
#09/EC/2526: The Employee Committee recommends that R. Nichol be moved to a 40-hour work week.
#10/EC/2526: The Employee Committee recommends that A. Smith be moved up one level on the pay scale.
#11/EC/2526: The Employee Committee recommends that J. Reid be moved up one level on the pay scale.
#12/EC/2526: Staff Overtime Banks be held to a maximum of 2-weeks' worth of hours (70 hours max for employees on 35-hour work weeks, 80 hours max for employees on 40-hour work weeks) - Staff must use any overtime over and above the new limit by May 1, 2026.

7.0 Business From Previous Meetings

No Business from Previous Meetings was discussed.

8.0 New Business

No New Business was discussed.

9.0 Information & Correspondence

9.1 Next Meeting Date

Next Board Meeting will be February 20, 2026. (RBWD AGM - Carman)

10.0 Adjournment

<u>RESOLUTION #15/4/2526</u> **CARRIED**

Moved by: C. Morgan

Motion to adjourn the meeting at 11:30 a.m.

Minutes Approved By:

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