

**Minutes**  
**WUQWATR Board of Directors June 15, 2018**  
**1440 Fleury Street, Regina, 10:30AM**

Present: Fred Clipsham, Garth Burns, David Sloan, Sherwin Petersen, Garry Dixon, Sandra Bathgate, Jim Elliott, Barry Gunther and Geoff Merifield.

Absent: Rod Halyk and Sherwin Petersen.

Staff: Hanna ?, Colleen Fennig and Melissa Bramham.

Guest:

**1. Call to Order**

Meeting was called to order at 10:35 a.m. by Vice-Chairperson Garry Dixon.

**2. Introductions**

Board members and staff were given the opportunity to introduce themselves to Melissa and vice versa. Colleen Fennig was given best regards for her 9 years of service to WUQWATR.

**3. Approval of Agenda**

**Motion (Clipsham/Burns) (M/S/C)** that the agenda be approved with the movement of Kelly Butz resignation, letter to Town of Lumsden and the correspondence around the Aquatic Invasive Species under 4 a) Correspondence. The approval of the Annual Auditor's Report would be handled under 5 b) Financial Report and the SAW Mediation under 5 f) SAW Report.

**4. In Camera (10:57 – 11:20)**

Colleen and Melissa left the room.

**Motion (Sloan/Clipsham) (M/S/C)** that WUQWATR Board approve the hiring contract for Melissa Bramham.

**Motion (Burns/Gunther) (M/S/C)** that the Board invite Colleen to an appreciation lunch in Humboldt at our next board meeting date of August 17th.

**4. Board Minutes – March 27, 2018**

**Motion (Sloan/Burns) (M/S/C)** that the March 27, 2018 meeting minutes be approved as presented.

**5. Business Arising**

**a. SAW Member at Large**

Rod Halyk had withdrawn his nomination for SAW Member at Large.

**b. SAW Board of Directors Alternative Representative**

**Motion (Bathgate/Merifield) (M/S/C)** that Barry Gunther be the SAW Board of Directors Alternative Representative.

**6. Correspondence**

**a. Clint Kimery Letter**

**Motion (Clipsham/Merifield) (M/ S/C)** that WUQWATR acknowledge the letter of Clint Kimery and that we forward a letter to the City of Regina referencing Kimery's attachment asking why testing using the piezometers installed in 1985-86 has not occurred (#14) and if so what are the results of those tests and why the Phase II Environmental Site Assessment was not fully done (#22).

**b. Kelly Butz resignation**

**Motion (Sloan/Burns) (M/S/C)** that we acknowledge Kelly Butz's resignation.

**c. Letter to Town of Lumsden**

**Motion (Sloan/Elliott) (M/S/C)** that we acknowledge the receipt of a letter from the Town of Lumsden and that we sent a reply to the Town of Lumsden letter.

**7. Reports**

**a. Chair & Executive Committee**

Garry Dixon stated that much of the time of the Executive was spent on the hiring procedure for the new General Manager and the efforts of the executive in that task. The contract has been signed. There was a clear need to fill the vacant Executive position. WSA is looking at similar drainage type contracts for WSG (Colleen will send around the email sent by WSA). It was noted that the Board appreciated the efforts put forward into the recruiting process and thanks for spending the extra time.

**b. Financial Reports**

- Balance Sheet and Income & Expenses for January 31, 2018

**Motion (Bathgate/Burns) (M/S/C)** that the Balance Sheet and Income & Expense Report for January 31, 2018 be approved.

- Balance Sheet and Income & Expenses for February 28, 2018

**Motion (Sloan/Gunther) (M/S/C)** that the Balance Sheet and Income & Expense Report for February 28, 2018 be approved.

- Balance Sheet and Income & Expenses for May 31, 2018

**Motion (Bathgate/Clipsham) (M/S/C)** that the Balance Sheet and Income & Expense Report for May 31, 2018 be approved.

- Transaction Details for March to May 2018

**Motion (Clipsham/Gunther) (/M/S/C)** that the Transaction Details for March to May 2018 be approved.

**c. General Manager Report (see attached)**

Melissa might revisit Love Your Lakes refusals to see if there may be some that may wish to reconsider their participation in the program. It may be worth talking to other jurisdictions and whether they are receiving the same refusals. We may be able to get positive testimonials from those that had the assessment.

Hanna joined the meeting.

Metal detector has not been purchased.

**Motion (Clipsham/Bathgate) (M/S/C)** that WUQWATR sign the WSA contract for the 2018-2019 year.

**Motion (Elliott/Merifield) (M/S/C)** that WUQWATR sell to Colleen Fennig the GM's printer (Brother MFC-9340CDW) and a 2 drawer vertical legal file cabinet in an as is basis for a total of \$325.00.

**Motion (Burns/Merifield) (M/S/C)** that the General Manager's report be received and filed.

The meeting was recessed at 12:45 p.m. and reconvened at 1:22 p.m.

Hanna left the meeting.

**d. Reports from Watersheds**

**- Last Mountain Lake**

A replacement for Kelly Butz was found in the person of Tom Fink (Associate).

There was a serious grass fire started by a CP train in the area causing some damage and needing to use water from the lake. There was another grass fire started by a farmer burning flax windrows that cost \$13,000 bill.

There was a portion of a marsh flooded this spring and recently covered with a yellow flowered area. Colleen will check on her way home.

**- Upper Qu'Appelle**

An Aquatic Invasive Species Task Force has been formed around Lake Diefenbaker including signage and citizen's patrols. They are looking at building their own decontamination units. A contaminated boat brought from the United States was caught before it went into the water. It was decontaminated. They are also training people with a questionnaire to follow if finding an unknown boat.

The irrigators in the area have hired MNP to look at updating the water conveyance studies in the area. There is an international conference in Saskatoon on August 12-17 ([www.icid2018.org](http://www.icid2018.org)) looking at irrigation and drainage. There are tours associated with it. The theme of the 69th annual ICID conference, "Innovative and Sustainable Agri-water Management: Adapting to a Variable and Changing Climate," will focus on these issues and more.

#### **- Lanigan Manitou**

Garth Burns took the qualified persons training.

#### **- Wascana**

Fred Clipsham talked to Susan Ross, President of WSA at the recent SAW Board meeting. She was on the legal team for the North Battleford Water Inquiry headed up by Justice Laing.

There are some landowners who are having heavy growth of duckweed in dugouts. There were some recent letting of water out with the recent rainfall.

### **e. Strategic Planning Committees**

#### **- Governance/WSA Relationship Committee**

They are working on a board appraisal form. Sam Ferris from WSA might be retiring and going forward with better relationship with WSA may be determined by person to fill position. A number of people have been hired through WSA.

#### **- Business Improvement Committee**

They will be working on documents provided by USWA and current policies. A printed copy of documents needs to be made for the office.

#### **- Business Development Committee**

They will need to work with new General Manager and staff expertise going forward.

#### **- Communications (see attached report)**

The board identified three Education Priorities (Environmental Programming, Drainage Compliance and Watershed Planning and Climate Change) and three Advocacy Priorities (Invasive Species, Inter-Basin Transfers and Community Source Water Protection Planning). There will need to be educational materials developed. They presented their perception questionnaire. There was some discussion around the need for communication tools like a "why should we belong" pamphlet and some use of students or professors and partners to work on the pamphlet and documents. There may be need to

develop budgets, funding and an implementation strategy. Melissa and Jim were added to the committee.

<http://thestarphoenix.com/business/local-business/liberals-hand-u-of-s-77-8-million-for-massive-water-research-program>

**f. SAW Report**

The SAW Mediation all day meeting is July 31st, probably near Regina.

The manager's meeting was scaled back to a one day conference call on June 12th.

**Motion (Clipsham/Gunther) (M/S/C)** that WUQWATR Board will attend the mediation meeting. All board members will be encouraged to attend.

The application for SAW Aquatic Invasive Species funding was reduced from \$66,500 to \$12,500. There is talk at the provincial AIS Task Force level to personal donations to support AIS programming.

SAW is getting funding through Margot Hurlbert at University of Regina to work on Urban BMP materials. Fred and Rod are on the committee to review. This is a 5 year project.

**Motion (Merifield/Bathgate) (M/S/C)** that the reports be received and filed.

**8. New Business**

**a. New General Manager Signing Authority**

**Motion (Sloan/Burns) (M/S/C)** that the General Manager be approved to get a Global Payment Credit Card for Melissa Bramham.

Melissa will send out courtesy letters to our partners to introduce herself.

Melissa has been given access to ISC, Knight Archer, Payworks, Sun Life, Sask Tel, Canada Student Jobs, QuickBooks Online (credit card will have to change) and the RC59 Form.

**b. SAW Membership**

**Motion (Gunther/Clipsham) (M/S/C)** that we pay the SAW Membership of \$4000.

**c. New Chairperson**

**Motion (Gunther/Bathgate) (M/S/C)** that Garry Dixon be the chairperson to the end of the year.

**Motion (Gunther/Clipsham) (M/S/C)** that David Sloan be the vice-chairperson to the end of the year.

**Motion (Burns/Merifield) (M/S/C)** that Geoff Merifield, Rod Halyk, Fred Clipsham and Colleen Fennig be taken off the signing authority of WUQWATR and that Garry Dixon, David Sloan, Jim Elliott (remain), Sandra Bathgate and Melissa Bramham be the signing authority for WUQWATR and that two of these must sign.

Board and Staff need to have updated business cards made and have a current board list with emails, telephone numbers and addresses.

**d. Staff and Volunteer Mileage & Meals Compensation**

**Motion (Gunther/Sloan) (M/S/C)** that the reimbursement for travel or meals follow the Government of Saskatchewan Travel Allowance Rates (Section: PS601A).

**e. Appointment to Board of Directors**

**Motion (Merifield/Clipsham) (M/S/C)** that Tom Fink be approved as the Last Mountain Lake Associate position on the Board of Directors of WUQWATR.

**f. Purchase of Office Supplies**

It was identified that Melissa had authority to purchase office supplies up to \$200. For larger or unbudgeted items, it was customary that this be brought to the board for approval or review.

**g. New Accountant**

Melissa was directed to review the option of working with Corey Hickey as our bookkeeper or accountant and present a proposal to the board.

**h. Approval of Auditor's Report 2017-2018**

**Motion (Gunther/Elliott) (M/S/C)** that WUQWATR approve the Annual Auditor's Report for 2017-2018.

**i. T-Shirts and Promotional Materials**

Melissa was directed to review options for Board T-shirts and/or promotional materials and bring a proposal to the board.

**j. Storage of Old Records**

Jim Elliott agreed to review the old records at the office and to make a recommendation to the General Manager.

**k. Next meeting**

The next board meeting is in Humboldt on August 17th at 10:30 a.m.

Meeting was adjourned at 3:45 p.m.