

Minutes
WUQWATR Board of Directors September 25, 2015
Wascana Place, 10:30 AM

Present: Fred Clipsham, Jim Elliott, Sandra Bathgate, Tim Davies, Don Bowman, David Sloan, Rod Halyk and Gary Dixon.

Absent: Barry Gunther, Geoff Merifield and Claudette Halladay.

Staff: Colleen Fennig

1. Introductions

Meeting was called to order at 10:30 a.m.

2. Approval of Agenda

An in camera sessions was added after the approval of the agenda. A discussion of the Exit Interview report was included under the Chair/Executive Committee report. Discussion of the Little Manitou meeting would be in the member watershed part of the agenda. The Virtual Tour proposal was to be discussed after lunch.

Motion (Halyk/Dixon) (M/S/C) that the amended agenda be approved.

3. In Camera Discussion

The in camera session was started at 10:32. Colleen left the room.

Motion (Bathgate/Bowman) (M/S/C) that the in camera session end at 10:51.

Motion (Halyk/Davies) (M/S/C) that the contract as outlined be offered to Colleen Fennig.

At this point Colleen Fennig, Fred Clipsham and Rod Halyk signed the contract and was witnessed by Sandra Bathgate.

It was also noted that Jim Supynuk's name be taken off of all email distribution lists.

Motion (Sloan/Davies) (M/S/C) that the personnel file of Duane Haave's be sealed and kept for 1 year and its long term status be reviewed at that time.

Colleen will look into having this done. She was also instructed to determine what office records, contracts & electronic files may need to have copies kept off site and how easy it would be to do so.

4. May 8, 2015 and July 17, 2015 Minutes

Motion (Halyk/Dixon) (M/S/C) that the minutes of May 8, 2015 be approved as presented.

Motion (Sloan/Halyk) (M/S/C) that the minutes of July 17, 2015 be approved as amended. The title under point 4 should read "Complaint about Moose Jaw Watershed Stewards".

5. Business Arising

Rod Halyk and Tim Davies will review the current draft of the corporate sponsorship policy and bring it back with recommendations to the board.

Colleen is to go through the board records and identify who and when criminal record checks have been done for the current board members. This is to be sent to the board and those not in compliance are to go to their respective local policing services and have one completed and provide it to Colleen.

Motion (Davies/Bathgate) (M/S/C) that the voting procedures for election of the Executive be approved as circulated.

The rules submitted by David Sloan regarding the voting procedures for election of the Executive should be distributed through the next meetings board package.

The Articles of Incorporation have a minimum of 6 and maximum of 18 board members listed. Currently our bylaws state that we have 12 members.

It was noted that the bylaw recommendations in the minutes should be sent out with the notice of the 2016 AGM.

6. Correspondence

- 20th Annual Irrigation Conference – Moose Jaw, December 8/9, 2015
 - Fee for two days is \$190 for non-members. The second day is mostly AGM. Workshops include invasive mussels, California drought and Howard Wheeler (South Saskatchewan Basin).
 - It was suggested that Colleen attend the workshop day, December 8. Gary Dixon expressed interest in attending December 8.
- PARCS Conference – Saskatoon, October 16/17, 2015
 - Fee for Friday is \$225 for non-members, \$300 for two days. Fee for Saturday is \$200. [conference details sent out by email]
- ARBI Conference – Brandon, November 12/13, 2015

Motion (Sloan/Bowman) (M/S/C) that the correspondence be received and filed.

7. Reports

a) Chair & Executive Committee

- Hiring Committee Report [sent by email]
- Exit Interview Report
 - The board should discuss the exit interview report at the next meeting
 - Fred will recirculate prior to the next meeting

b) SAW Report

- SAW will make presentation to SARM midterm meeting
- Election card from watershed to federal election candidates
- Melfort conference netted some money
- Presentation to Minister Cox on August 5th
 - 4 Requests
 - 5 year agreements for watershed funding
 - Increases in core funding
 - Work on 25 year plan should include contracts to watersheds

- Long term commitment to annual conferences
- Meeting of Managers re Drainage in November
- Two annual provincial water & drainage management conferences [same topics and same speakers]
 - North Battleford – December 1
 - Possibility of Lanigan/Watrous/Manitou Beach – January or early February [not last week of January – AEGP]
 - Writ period would start between March 1-8

Motion (Sloan/Davies) (M/S/C) that WUQWATR consider helping coordinate the 2nd drainage conference

- Next SAW conference – Yorkton, April 20-22, 2016 [suggest speakers]
- Presentation to Deputy Minister meeting on Water [includes WSA, Municipal Government, Environment, Health, Highways, Sask Power and Saskatchewan Crop Insurance]; need to work more closely with Municipal Government
- Need for a stronger link between the 25 year plan and watershed management plans

The meeting was recessed for lunch from 11:58 am to 1:30 pm.

c) Virtual Tour & Calendar Photo Contest Proposal

- The promotion would be using all email/facebook/schools contacts
- The guidelines for the contest should be sent to Board members to help in the promotion of the proposal

Motion (Dixon/Halyk) (M/S/C) that WUQWATR provide \$200 to support Virtual Tour prizes.

d) Quill Lake/Kutawagan Consultation

- Article in The Northern Sun, January 16/2015, Page A10
- Not enough investigation including environmental impacts or principal causes of flooding
- Not much likely to happen before provincial election

Motion (Sloan/Dixon) (M/S/C) that WUQWATR write a letter to Premier with copies to Environment, Municipal Government & WSA about WSA's mishandled the problem and abdicated their responsibility to deal with this flooding early enough to mitigate the damages currently on the table if flooding continues. This includes flooding of highways and rail beds and the potential interbasin transfer of saline water into the Last Mountain Lake and through it into the Qu'Appelle Lakes. With the potential for more precipitation and snow pack between now and the spring, they need to know what they will do to respond and to have the capacity to respond quickly if necessary. This also includes the fact that the provincial election will be happening in about that time. What are the best and worst case scenarios? They also should have had a better assessment of the water

quality coming down the Kutawagan Creek than simply TDS, including things like pH, organics and coliform counts before putting the proposal before the public.

e) Little Manitou Lake Meeting

- Meeting of Village of Manitou Beach with Golder Associates, Emergency Measures Agency, Camp Easter Seal, WSA, Highways with Tim Davies as an observer
- There has been some ongoing concerns about the strength of the dykes put in a few years ago as well as the sources of the additional water coming into the lake, either by underground springs (50-80%) or creek runoff
- There has been talk of diversion of water away from the lake to the southeast into Boulder Lake and eventually into Lanigan Creek and Last Mountain Lake. This includes a dam on private land, larger culverts, raising of road grades, a pipeline and a pump [\$1.3 Million plus \$25,000 annual costs to run pump] plus land control issues and any mitigation for environmental costs plus increases to Watrous sewage lagoon
- WSA is not a proponent of the diversion project and expects that the village is to act as proponent for the actions necessary and pay for all of the costs involved
- They are looking at doing some emergency repairs as three spots are starting to fail and that because the dykes are now holding back water somewhat more permanently, then they dykes may need to be designed like dams
- Camp Easter Seal is potentially going to lose their relatively new swimming pool with flooding happening under the pool
- There is need to monitor the lake level and establish trigger points when the dykes would have to be raised [not covered by emergency measures funding]
- There is a public meeting planned for September 29th
- Any diversion need to be reversible or have control structures that can be opened in times of low lake levels
- Jim mentioned he had received copies of the draft drainage regulations from Patrick Boyle [He will send them around to everyone]

Motion (Davies/Halyk) (M/S/C) that WUQWATR ask in a letter to the Premier with copies to WSA, Municipal Government and Sask Environment what they will be doing respecting Little Manitou Lake during the spring of 2016. What are the best and worst case scenarios? The WSA should be acting as the proponent for any diversions coming out of the investigations in a similar case as the Kutawagan scenario. In a similar sense, it should be properly scoped as to the lake level, sources of lake water i.e. underground springs vs. runoff, water quality of the diversion water prior to any action as well as any appropriate actions respecting the village of Manitou Beach.

f) Future of the Source Water Protection Plan

- What are the priorities of your watershed
 - Transfer of water from Lake Diefenbaker
 - Quill Lake diversion
- What are the issue priorities for the province
 - Staffing and other issues
 - Questions of plan renewals
 - Plans have changed since starting
 - Water security items vs. policy items to protect water
 - Project type items that will be protecting the water
 - Supporting WSA priorities and the 25 year plan
 - Drainage & source water protection
 - Community specific source water protection
 - Education/communications
 - Basin wide issues
- Don't get hung up on doing everything in the plan but broaden your scope to include things that might be outside the plan that are source water protection
- May look at an annual review rather than a full plan renewal
- Look at these as watershed plans rather than source water protection plans

g) General Manager/AEGP/ALUS (Duane Haave)

- More work on monitoring and enforcement of invasive aquatic mussels
 - Province needs to step up on inspection and enforcement at borders and lakes
 - Watersheds took the initiative to assess the monitoring requirements for the situation and to secure funding for ongoing efforts
 - Need coordination and funding as much of current supports are voluntary
 - SAW will be coming back to the watersheds to determine what time was spent, who was involved, what are the issues involved in the monitoring in the context of then submitting a funding request to the government for next year's monitoring
- Need to assess the need for our presence at the Lower Qu'Appelle Water Quality Committee
- WUQWATR needs to be monitoring the work done around Pelican Lake and its impacts on Buffalo Pound Lake and for us to be in the loop on future actions

Motion (Davies/Halyk) (M/S/C) that a copy of the contract with Sun Life Financial for staff benefits be sent to the Board and that immediately following this an email vote on ratification be done.

David Sloan left the meeting.

Motion (Davies/Dixon) (M/S/C) that the signing officers for WUQWATR be the following:

- Colleen Fennig (General Manager)
- Fred Clipsham (Chairperson)
- Rod Halyk (Vice Chairperson)
- Tim Davies (Treasurer)
- Jim Elliott (Secretary)

and that two signatures are required on every cheque.

h) General Manager (Colleen Fennig)

Motion (Halyk/Bowman) (M/S/C) that the Board approve WUQWATR participating in Agrium's Caring for Our Watershed Program

Motion (Halyk/Dixon) (M/S/C) that the Board give approval in principal to WUQWATR participating in the Love Your Lake Program (pending adequate funding for a summer student).

i) Financial Report

Motion (Davies/Bowman) (M/S/C) that the financial report Cheques, Deposits & Payments through August 2015 be approved as presented.

Motion (Davies/Bathgate) (M/S/C) that the Income and Expenses through August 2015, Account Details – All Classes through August 2015 and the Budget vs. Actual to August 31, 2015 be approved as presented.

j) Draft Financial Policy

Motion (Davies/Bathgate) (M/S/C) that the following changes be made to the draft financial policy:

11.3 [added to this section] Board signers should not sign their own expense cheques.

11.3 Deed, transfers, assignments, contracts, obligations, certificates and other instruments shall be signed on behalf of WUQWATR by two persons, each of whom shall hold office with WUQWATR as, Chair, Vice Chair, Secretary, Treasurer or General Manager.

4.6.4 All monies received are to be recorded into Quickbooks and deposited into the bank as soon as possible.

Motion (Davies/Elliott) (M/S/C) that when the budget overage is greater than 10% is discovered within the fiscal year, it is within the board's range of action to cut some other budget expense items, expend from surplus or take no action.

Similar variances in revenue under funding should go to the finance & risk management committee to provide amendments for the next meeting.

Motion (Davies/Halyk) (M/S/C) that the amendments to Appendix A of the Purpose of Reserve Fund be tabled to a future meeting. "The operating reserve is intended but not limited to the following uses: allocation to employee severance owing under contractual obligations, bridge funding when project source funds have not been received yet, office wind up costs or lease obligations or to fund approved WUQWATR projects that do not have access to third party funding."

A technology or furniture reserve should be considered in the deliberations for the Finance & Risk Management Committee.

Rod Halyk left the meeting.

k) Report from member Watersheds

- Upper Qu'Appelle
 - There was some funding from DU and DFO in respect for milfoil within the channel
- Wascana Creek
 - The Western Painted Turtle Project in Wascana Lake has recorded 60 turtles, 23 which were tagged with tracking devices. It was also noted that we have the largest recorded Western Painted Turtle in North America, 26.5 cm across the shell, making it 30-50 years old. They also found nesting sites and will be doing follow up analysis of research over the winter. Others were recorded across southern Saskatchewan.

8. Next Meeting

- The next meeting will be December 11 at 10:30 am.

9. Adjournment Meeting was adjourned at 4:43 pm.