

Minutes
Winter River - Tracadie Bay Watershed Association
Board of Directors Meeting

Grand Tracadie School
June 16, 2011, 7:00 – 9:30 p.m.

Present:

George Coade
Cathy Corrigan
John Dalziel
Rod Dempsey
John Hughes
Allan MacCormac

Don Mazer
Chris Mutch
Darren Riggs
Bruce Smith
Sarah Wheatley

1. Welcome

The meeting was convened with all Board members present.

2. Business

- a) Bruce reported that the Association already has third party liability insurance but not the type of insurance we're looking for which will protect Board members from litigation. Shawn Hill will be providing Bruce with a few quotes on annual premiums for this type of coverage.
- b) The budget was reviewed and the financial status of the Association remains favorable. Cathy, Don and Bruce had met to review the budget and possible work needs for the year to help decide what recommendations should be made to the Board. We concluded that our funding was sufficient to hire a second supervisor, and three addition field workers besides the three that are funded directly. These expenditures would also allow us to have substantial money for watershed planning activities and related expenses (e.g., communications) during the year, and to also hold over some money from the City to begin the next fiscal year before other funding is received.
- c) Chris requested that the Board consider a title change for his position (Assistant Coordinator was suggested). Bruce will develop a job description for this position, and we will consider the title change at the next meeting.
- d) Don provided some background and current information on the recent interviews for the position of supervisor and workers. In addition to coordinator Bruce Smith, and Chris Mutch, the following persons are recommended to the Board as employees for the Association.

- Assistant Coordinator: Chris Mutch
- Crew Supervisor: Becky Peterson
- Field Workers: Becky Gates, Brody MacDonald, Ben MacKinnon, Ben McSwain, Nicole Murtagh and John Young

When Becky Peterson completes her supervisory responsibilities at the end of the summer, she will continue working for the Association by conducting a stream habitat assessment using GPS. She will also participate in the development and delivery of watershed curriculum for delivery in the school system.

Darren moved that we approve the recommendations of the hiring committee, as per above. The motion was carried.

- e) The remainder of the meeting was devoted to the development of strategic goals and priorities for the 2011/12 season. Attached to these minutes is the table that was used to record the goals and objectives that were discussed. The goals were divided into two categories - those that involve physical/stream work in the watershed and those that involve activities relating to the development of the Association and community outreach. Some of the goals have associated objectives and some do not. Also, not all goals have been prioritized. It is expected that the development of the table and our priorities will continue at our next meeting.

3. Next Meeting

The next meeting will be held at 7:00 p.m. on Thursday, July 21, at the Grand Tracadie School. Association members and the public are welcome to attend.

4. Adjournment

The meeting adjourned at 9:30 p.m.

High Priority Goals (and Objectives)				
No.	Description	Lead Person(s)	Start Date	End Date
	Physical/Streamwork			
1.	Tree Planting			
2.	Complete Stream Cleaning			
3.	Improve Fish Passages (Union Road, Donaldston, Pumping Road)			
4.	Install Brush Mats			
5.	Construct Fish Trap			
6.	Drain Hardy's Pond			
7.	Minor Cleaning of Springs (performed by hand)			
8.	Major Cleaning of Springs (performed using heavy equipment)			
	After considerable discussion of the specific streamwork projects listed above, there was substantial agreement to endorse these activities as ordered priorities. We would rely on Bruce's judgement about how much of this list can be accomplished this year, and that we are meeting our fieldwork commitments to funders. Since we did not all agree with this approach, we will return to this for further discussion.			

High Priority Goals (and Objectives)				
No.	Description	Lead Person(s)	Start Date	End Date
	Organizational Activities			
1.	Prepare Watershed Management Plan			
	Conduct background research			
	Hold public consultations			
	Prepare draft plan			
	Communication and Education			
	Newsletter			
	Video/Slideshow			
	Education for school students			
	Maps			
	Work with the City			
	Focus on reduction in water removed from the watershed			
	Encourage development of a 2 nd water source for Charlottetown			
	Work on developing a water conservation strategy in collaboration with the City's Water Conservation Officer			
	Develop Committee Structure			
	Evaluate Activities			