

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

**Grand Tracadie School**  
**July 21, 2011, 7:00 – 9:30 p.m.**

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**Present:**

George Coade  
Cathy Corrigan  
John Dalziel  
Rod Dempsey  
John Hughes  
Don Mazer

Chris Mutch  
Becky Peterson  
Darren Riggs  
Bruce Smith  
Lowell Vessey  
Sarah Wheatley

**1. Welcome**

The meeting was convened with a majority of Board members present.

**2. Review of Minutes**

The minutes from the June 16 meeting were approved.

**3. Chairs' Report (Don, Cathy)**

- a) Last week, some of the Board members visited the crew on the Union Road and Brackley pumping station.
- b) Ramona Doyle (Water Conservation Program Coordinator, City of Charlottetown) organized a meeting concerning the development of environmental education for City residents (including students). The meeting was attended by Cathy, Bruce, Becky and Don.
- c) Bruce reported that liability insurance for Board members will likely cost about \$750 per year, based on a \$100,000 budget. Our agent will be sending out an inquiry to obtain the lowest price for this type of insurance. It was moved by Lowell and seconded by Cathy that we secure liability coverage for Board members if the coverage is adequate (e.g., at least \$1 million). Motion carried.
- d) Cathy will forward a copy of the City of Charlottetown's Water Conservation Strategy to the Board members.

**4. Coordinator's Report (Bruce)**

- a. About 2,250 trees have been planted.
- b. The fish trap at Officer's Pond was removed during the gasperaux run but has since been put back in place. The fish trap at Hardy's Pond remains in operation.
- c. Bruce has begun work on our watershed management plan by reviewing the plans from other local watershed groups and identifying common elements. (It was suggested he should draft a one-page summary of the process that will be followed to bring the plan to completion.) He has also been working on a beaver management plan for the watershed.
- d. The permit for work on the Union Road culvert has been approved by Fisheries and Oceans Canada. Similarly, a permit has been approved for work on the Donaldston culvert.
- e. The P.E.I. Department of Transportation and Infrastructure Renewal may provide some rock for use around the culvert running under the lane into the Union Road pumping station.
- f. Verbal approval has been granted for the removal of the Point DeRoche beaver dam.
- g. The water level in Officer's Pond has been drawn down by 4 inches, although, apparently someone replaced a log in the flume that has allowed the pond level to regain 3 inches.
- h. Bruce is also working on a management plan for Hardy's Pond which will include objectives and pond depths. Several meetings with various officials have been scheduled over the next few weeks.
- i. Landowners have begun returning the permission forms recently mailed to them. The Board discussed the case of one landowner who had not wanted our staff on his property last year nor this year. It appears, however, that last year, a deadfall that had fallen across the river was cut, blocked, and piled on his riverbank. The Board agreed that we must implement measures so that such incidents do not recur. Bruce and Don will be meeting with the landowner.
- j. A letter from Dale Thompson was circulated indicating that we will not receive a permit for the proposed "major spring cleaning" (using heavy equipment) (see physical streamwork, priority #8 on the priorities/goals chart), because it involved disturbing a wetland.
- k. Bruce and Chris proposed an alteration in the work schedule where more attention would be placed on continued tree planting by the current staff. The Board supports this proposal.

- I. Bruce and Becky participated in the review for the Province of a draft fish habitat assessment form based on other initiatives in North America.

## **5. Considering a Change in Title for Chris's Position**

The Board agreed to accept the new title (Assistant Coordinator) for Chris's position. Bruce will continue working on the associated job description and will welcome input from Board members. Bruce has also completed a job description for Becky (Stream Supervisor and Education Coordinator).

## **6. Including Dalvay in the WRTB Watershed**

The Province has asked us to consider including Campbell's Pond and Dalvay Pond as part of our watershed. Bruce will contact National Park Warden Phil McCabe for input on this request.

## **7. Goals/Priorities Discussion (Part II)**

Don reviewed our first discussion (June 16) of goals and priorities, raising the following points:

- a. Budgetary considerations - our planning for the year includes budgeting for both "stream work" and "organizational activities" (preparing a watershed management plan, communications, education, work with the City, membership). We are allowing a budget of \$20K for the organizational component to assure that we have sufficient funds to carry out the projects we develop. We also hope to carry over some of the monies received from the City to begin our work next spring while awaiting funding from other sources.
- b. Much of our first meeting focused on stream work activities, although some organizational goals were discussed. There was a general consensus for pursuing stream work priorities 1-7 as presented by Bruce which could be accomplished within our proposed budget. Darren had advocated the major spring cleaning option (#8), and the issue was held over to this meeting.

Daren discussed his reasons for advocating the major spring cleaning option and the efforts he had taken to facilitate this project. There were some different understandings of whether the Board had in fact approved this project (or applied for the \$15K funding it was estimated to require), and the merit of appealing the permit. Available funding was another consideration, and it was suggested that we might reconsider the proposal next year and apply for the needed money if we endorse it. Bruce suggested that the work priorities he proposed (1-7) would give us more

“bang for our buck” and that we would be working on some minor spring cleaning. After considerable discussion, Darren withdrew his proposal from the table.

While there was little opportunity to discuss the “organizational” priorities raised in the last meeting, Don suggested that we might not need to prioritize these, since some of these activities would either not require any resources (e.g., organize committees) or would involve significant work by Board members (e.g., communications).

### **Summary**

Although we did not formally endorse a set of priorities, here are the Chair’s impressions.

- a. Physical stream work: We accept the ordered priorities (1-7) as the work for the year, with the understanding that there may be some minor modifications that the staff suggests.
- b. Organizational activities: We endorse the following priorities as our work for the year.
  - Prepare a watershed management plan - we commit to at least having a written draft of the plan to be presented at the 2012 Annual General Meeting.
  - Education: Work on developing and delivering formal (schools) and informal public education programs/materials.
  - Communications: Work on creating products and formats that help people to learn about our group, its activities, watershed and related environmental issues. (e.g., newsletter, video/slide show, new media, brochure).
  - Work with the City of Charlottetown to focusing on reduction in water removed from the watershed, encouraging the development of a second water source for the City, developing a water conservation strategy in collaboration with the City’s Water Conservation Program Coordinator.
  - Organize committees of the Board to help meet these goals and objectives.

Note: We’ll discuss this summary at the next meeting with the aim of reaching a formal endorsement of our goals/objectives.

### **8. Next Meeting**

The date of the next meeting was not determined.

### **9. Adjournment**

The meeting adjourned at 9:30 p.m.