

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

**Grand Tracadie School**  
**March 15, 2012, 7:00 – 9:15 p.m.**

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**Present:**

George Coade  
Cathy Corrigan  
Rod Dempsey  
John Hughes

Don Mazer  
Bruce Smith  
Lowell Vessey  
Sarah Wheatley

**1. Welcome**

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

**2. Minutes from Previous Meeting**

The minutes of the February 16 meeting were approved.

**3. Co-Chair's Report (Cathy)**

- For the last three Mondays, Cathy and Sarah have been attending seminars on developing effective organizations. Cathy distributed a document entitled "Good Board Practices Checklist" for us to review. For the most part, we have been following the practices in the checklist but it is always good to keep all of the practices in mind.
- Cathy felt it would be beneficial to have an orientation for all new members to the Board.
- Cathy has prepared some ideas pertaining to job responsibilities for a community liaison officer position. Someone with a public relations background would be a good candidate. It was moved and seconded that the possibility of making this position a reality would be continued. Cathy will continue working toward the development of a job description.

**4. Treasurer's Report (George)**

- George has put our financial books in order and has delivered them to the accounting company BDO Dunwoody LLP operated by Tony Hansen.
- George reviewed our financial situation for the last year, which was favourable, and indicated we are also entering the new fiscal year in a favourable position.

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

Bruce provided a synopsis of his activities since the previous meeting. Several of these activities are listed below, in point form.

- Bruce pointed out that our watershed management plan will have to be adjusted to consider the information we will be receiving as a result of the online survey.
- Bruce reviewed most of the fifteen funding applications that are either in various stages of preparation or have already been submitted to funding agencies.
- Bruce is up to date on the final reporting requirements to satisfy agencies who provided us with funds last year.
- The drawdown of Hardy's Pond may be beginning tomorrow. Care will be taken in the release of water to ensure it does not create flooding downstream.
- Bruce, Lowell, John H., and George have met to discuss plans for the 2012 work season.

**6. Water Challenge**

Don has prepared an article for the Guardian challenging the City of Charlottetown and its residents to use less water. He is hoping it will be published on World Water Day (March 22). Don has met with Guardian reporter Mary Mackay and she will write a related article which will be published in advance of Don's article.

**7. Watershed Survey**

Sarah has been working diligently in the preparation of the online survey including making modifications in accordance with feedback from other Board members. She has also developed a post card directing people to our web site where a link to the survey will be posted. The post cards will be distributed within the watershed. It is planned that several prizes will be available for a draw among survey respondents.

**8. Annual General Meeting**

We will tentatively consider May 17 as the date for our Annual General Meeting. Rather than arrange to have a guest speaker address the attendees, it was felt that this year it would be more beneficial to engage attendees in a discussion of the draft watershed management plan and to solicit feedback.

**9. Adjournment**

The meeting adjourned at 9:15 p.m.