

Winter River – Tracadie Bay Watershed Association (WRTBWA)

Minutes of a Meeting of the Board of Directors of the WRTBWA

Held on January 19, 2016 at the office of the WRTBWA at 13977 St Peters Road, Marshfield, PEI at 7:00 pm.

Present: George Coade, John Hughes, Bernie Fitzpatrick, Sarah Wheatley, Lowell Vessey, Matt Steeves, Meghan McCarthy,

Regrets: David Thompson, Will Horne, Dominic Johnson, Scott Stephens, JP Arsenault, Ben Hoteling

George Coade was Chairperson of the meeting and Bernie Fitzpatrick was Secretary of the meeting as previously appointed. The Chairperson declared the meeting open at 7:00pm.

1. Minutes of the meetings held on December 8, 2016

Draft minutes of the meeting held on December 8, 2015 had been circulated and read at the meeting with each member of the Board having an opportunity to comment. It was moved by Meghan and seconded by John that the minutes of December 8, 2015 be and is hereby approved.

2. Chairperson's Report

George reported on several points of interests:

- He attended a Watershed Alliance meeting with Sarah and Hilary and found it to be very informative and very worthwhile as it gave the watershed participants a chance to have open communication among the groups. Gary Gregory spoke on a Nature Tracker Phone Application being developed that people in the watershed could use to collect data.
- Sarah will be attending a Nutrient Management Course.
- Todd Dupuis, Deputy Minister of Community, Land and Environment announced that the information obtained from the first round of consultations on the Water Act have gone to the Environment Advisory Council for study of the data. A second round of consultations will take place with the possibility that a draft of the Water Act would be drawn by the fall of 2016.
- There will be a meeting on Invasive Species on Jan 29, 2016 at the Milton Hall. Sarah will attend.
- George will continue giving a chainsaw course with Sarah and Hilary.
- Hilary is compiling data from her work this year in the field and will present a report to the Board possibly at the February board meeting.
- Report from JP's meeting with Todd Dupuis where the province will be requesting the City of Charlottetown to reduce the amount of water extraction from Winter River by 25% and requesting that the City find other sources for their water supply. The province will be engaging Rosemary MacFarlane, provincial freshwater fish biologist, to do several fish counts to study the health of the fish population in our watershed.
- Sarah and George attended a Lecture on Water hosted by the Environmental Studies Department at UPEI. It was very informative especially concerning the topics of Nitrates, Sedimentation and Eel grass.

- Sarah received WGIS partial maps for the watershed from Andrew Lush. She will need to spend some time sorting out the complexity of the maps.
- George, Sarah, Scott and Lowell met to discuss the issues surrounding “banked hours.” They hope to have a policy ready for the next meeting.

3. Treasurer’s Report

Lowell gave the financial report.

Opening Balance \$34,000.00 November 1, 2015
 Closing Balance \$20,000.00 December 31, 2015

Main revenue came from Canada Summer Jobs through YMCA and Eco Action.

Main expenses were office rental, wages, field supplies, utilities, Workers Compensation, beaver trapping, water testing, consulting, equipment purchase, mileage and remittance to the Receiver General.

4. Field Committee’s Report

John reported on behalf of the committee:

- Requesting submission for ideas for new initiatives in the watershed.
- A welcome for the addition of a watershed ecologist and how we can best use her expertise.
- Sarah, John, Hilary and Jill took in the Webinar on Small Coastal Streams and their importance. Discussed the possibility of doing some work in the future on small tributaries.
- He expressed some concerns over the safety of working in Officer’s Pond with the condition of the ice.
- The Committee will meet soon to plan the Field work projects and a working crew need to complete these projects.

5. External Relation Committee’s Report

Refer to Chairman’s Report

6. Coordinator’s Report

The Coordinator’s report was provided in writing and is attached forming part of the minutes. An overview was presented by Sarah Wheatley, Coordinator.

- Update on the receipt of funding for 2015/2016. The majority of the funding has been received
- Update on the progress of available funding for 2016/2017 and will meet with the Field Committee to review all the grant applications.
- Update on status of staff members.
- Meeting with the Bylaws Committee to revise the document. Draft to be ready for next meeting.
- A list of completed field work and ongoing maintenance in and near the streams.
- Upcoming events: Winter Woodlot Tour Jan. 30/16, Water Event at UPEI Feb 4/16

- WRTBWA Snowshoe Event Feb 20/16. 10:00am to 12:00 noon. (Storm date: Feb. 27/16) Coordinator is Meghan McCarthy.
- Requesting volunteers to assist in the pond bathymetry.
- Completing the process for signing up Board members for GCOS for the Government of Canada.

7. Communications Committee Report

This report was included in the coordinators report.

- There is a vacancy for a Chair of this committee.
- The Annual Newsletter was discussed and input from Board members are welcome.

8. Any other Business

- Nutrient Management Plan: tabled to next meeting
- Buffer Zone Update: a discussion was held with concerns over violations in our watershed and how we can be proactive in helping land owners in sensitive areas to avoid possible situations.
- Annual meeting to be held May 24/16 at 7:00 pm.
- Bylaw changes: A working committee met and submitted to board members a draft of revisions. To be discussed at next month’s meeting.
- Officer’s Pond Update: Sarah reported on the Fish Trap data that has been collected over the years and she will be in consultation with Rosemary MacFarlane to draw conclusions from the information. She will present a report to Officer’s Pond Subcommittee.
- Funding Applications and Staffing
Tabled until after the Field Committee meeting.

9. Next Meeting

February 16, 2016

10. Adjournment

It was moved by George and the Chairperson declared the meeting closed at 9:10 pm.

ORIGINAL COPY SIGNED

Signature – George Coade, Chair of WRTBWA

Date

Signature – Bernie Fitzpatrick, Secretary of WRTBWA

Date

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Matters Arising from the Minutes

Item code	AGENDA ITEM	ACTION REQUIRED	PERSON RESPONSIBLE	STATUS
June-1	Previous Coordinator's report	Provide recommendation to board on Nitrate Report	Field Committee	Open
June-2	Changes to By-Laws	Discuss at next meeting	Board Members John, Bernie, Will J.P. and Sarah	closed
Aug-3	Business Arising from Minutes	To review the Environment Canada funding	Sarah Wheatley	closed
Oct-4	Field Report	Submit to Government Beaver Removal plan	Sarah Wheatley	closed
Oct- 5	Coordinator's Report	Charitable Status application	Sarah Wheatley	closed
Oct-6	Chairperson's Report	Rental of office space	Sarah Wheatley	closed
Dec-7	External Relations Report	Letter to Todd Dupuis	J.P. Arsenault	closed
Dec-8	Coordinator's Report	Decision on banked hours	George, Sarah and Scott	open
Jan-9	Field Committee Report	Plan for upcoming work and staffing	Field Committee	open
Jan-10	Coordinators Report	Annual Snowshoe Event	Meghan McCarthy	open
Jan-10	Communication Report	Newsletter	Sarah Wheatley	open
Jan-11	Any Other Business	Report for Officer's Pond Subcommittee	Sarah Wheatley	open