

Winter River – Tracadie Bay Watershed Association (WRTBWA)

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

Held on October 18, 2016 at the office of the WRTBWA at 13977 St Peters Road, Marshfield, PEI at 7:00 pm.

Present: John Hughes, Meghan McCarthy, Sarah Wheatley, Matt Steeves, Lowell Vessey, George Coade, J.P. Arsenault

Absent: Cathy Corrigan, Bernie Fitzpatrick, Scott Stevens

George Coade was Chairperson of the meeting and Meghan McCarthy was Secretary of the meeting as Bernie Fitzpatrick was absent. The Chairperson declared the meeting open at 7:08 pm.

1. Minutes of the previous meeting held on September 20 2016.

Draft minutes of the meeting were previously emailed with each member of the Board having an opportunity to comment. Moved by John, seconded by Lowell that the minutes be approved as read. **Motion carried.**

2. Chairperson's Report

- Regarding changes to the Fisheries Act, it's technical, and JP recommended that the Watershed Alliance take the lead on comments.
- Watershed Annual meeting is 9am, Sat Oct 22 in Hunter River. George and Sarah plan to attend. There will not be a vote on the funding formula at that meeting.
- George & Sarah met to draft a response to the new funding formula proposal. They had many questions about the formulas and bonuses, and questioned a possible typo in the leverage section. JP asked who would be doing the scoring, and how? It's a big piece of work. Sarah will add that to our reply.
- Upcoming events: PEI National Park is having a Management Plan review, Scheduled Oct 26th 1-3pm at UPEI. JP attended the last one.
- Conference for the Atlantic Society of Fish & Wildlife Biologists the last week of Oct in Summerside.
- Ramona Doyle with the City of Charlottetown has offered to host an informal Green Storm water session for watershed groups and other community groups in the afternoon on Tuesday, October 25th.
- Correspondence – George had a response from Verner with FCBB, who was not satisfied with the offer from WRTBWA. Discussion was held on how we might proceed. Suggested response that is that we understand your position, and look forward to further direction from an arbitrator on next steps. George will respond.

3. Treasurer's Report

Lowell Vessey gave the Financial Report

Opening balance \$43,862.46 on Sept 1, 2016

Closing Balance \$34,667.48 on Sept 30, 2016

Main expenses: wages, mileage, utilities, rent, remittance, office supplies, equipment rental.

Main revenue: Jobs for Youth, Perce Program, Refund, donation from PEI Brewing Co waterfall.

Sarah advised that after projected expenses, there is \$8900 left as carry-over. In terms of cash flow, it gets very tight with limited cash flow when it's time to start up in the Spring. As currently projected, we will have \$38,900 in reserve to start 2017.

4. Field Committee's Report

John reported for the committee. He mentioned that we did a scaled down tree planting this year, compared to previous years. John met with Hilary and Sarah.

5. External Relation Committee's Report

J.P., George and Sarah met with Charlottetown Mayor Clifford Lee on Oct 3, 2016. He invited us to in future send applications for funding directly to him. They gave him a one-pager on the EcoAction project, and advised that we are going ahead with the project. Meeting lasted 10 minutes. Thanks to Will Horne for the suggestion to meet with the mayor.

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.

- Sarah gave updates on funding received, and grant applications in progress.
- The Water Use Makeover project has started. They are putting together folders for participants. They've also created a Facebook page.
- Sarah did another CBC interview about dry springs.
- CABIN sampling is underway and taking considerable time.
- Sarah attended the grant writing workshop
- To do: continue suspended sediment study; red surveys; stream surveys
- Sarah will be on vacation from Nov 3 -18

7. Communications Committee Report

This report was included in the Coordinators report.

8. Other Business

- Hilary has been attending Alliance meetings. George suggested that our watershed give her time to do that during her day. It was moved by Meghan and seconded by JP that we allow Hilary up to a half day per month to allow her to attend Watershed Alliance meetings. **Motion Carried.**
- Canada 150 will require a lot of work, and adjustment of rough plans. Moved by John and seconded by JP that we not proceed with a Canada 150 funding application. **Motion carried**
- Sarah is continuing to work on the response to our application for charitable status. Sarah intends to have it mailed before she leaves on November 1, 2016.

9. Next Meeting

November 22, 2016

10. Adjournment

J.P. moved that the meeting be adjourned at 8:48 pm.

Signature –George Coade, Chair of WRTBWA

Date

Signature –Meghan McCarthy, Acting Secretary of WRTBWA

Date

Winter River – Tracadie Bay Watershed Association 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	Committee: Dominic, Bruce and Matt	open
Dec-8	Communications Committee	Follow up on partnering with a business owner to for a television commercial		open
Jan -11	Any Other Business	Report from Officer's Pond Subcommittee	Sarah	open
July -17	Field Report	To investigate the best possible plan to deal with erosion issues	Sarah and Hilary	open
Aug-16	External Relations	Arrange a meeting with Government Officials	J.P.	closed
Sept-20	External Relations	Meet with the Mayor of Charlottetown	J.P., George	open