

Winter River – Tracadie Bay Watershed Association (WRTBWA)

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

Held on April 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, Matt Steeves, Meghan McCarthy, Dominic Johnston J.P. Arsenault

Regrets: David Thompson, Will Horne, Scott Stephens, Ben Hoteling, Lowell Vessey

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 March 15.

Draft minutes of the meeting held on March 15, 2016 and had been circulated with each member of the Board having an opportunity to comment. Due to the lack of a quorum the minutes were not approved at this time.

2. Matters Arising from the Minutes:

No issues

3. Chairperson's Report

George reported on several points of interests:

- Parks Canada issued an invitation to a meeting on April 7, 2016 to discuss collaboration with watershed groups. Sarah attended the meeting and found it very informative. Their research information and expertise as well as the sharing of equipment will be advantages to our work within the watershed. The contact person for Parks Canada is Rick Hawkins.
- Central region of the Watershed Alliance hosted a presentation in Hunter River with a representative from Community Affairs on land use planning. The purpose of the meeting was to gather feedback from watershed groups, as the province is planning to formulate a general guideline for land use planning across all of PEI, thereby creating some rules for development in unincorporated areas. The policy would include criteria for lot approval as it pertains to sensitive areas, coastal zones, forestry and agriculture.

4. Treasurer's Report

Sarah gave the financial report in Lowell's absence.

Opening Balance	\$10,500.00 March 01, 2016
Closing Balance	\$22,600.00 March 31, 2016

Main expenses were office rental, utilities, equipment purchases and professional development.

Income: Final payment from RFCPP for 2015/16.

5. Field Committee's Report

John reported on behalf of the committee:

- A thank you to Bruce Smith for the information he shared about the condition of the watershed as he canoed down the Winter River.
- John did a walkabout through the watershed areas to inspect the work done in the past year and how well it fared out over the winter. The newly planted trees fared well with very little damage by rodents. The caged trees were fine. The Cudmore branch of the stream is filling with silt and there is work that needs to be done near the pumping station and trees will need to be pruned near Paters' spring.
- The field committee will meet in the near future and planning will be discussed for the upcoming work.

6. External Relation Committee's Report

J.P has been in contact with Deputy Minister Todd Dupuis on the progress of the Miltonvale wellfield project.

7. Approval of Minutes

Meghan arrived and a quorum was reached. The approval of the minutes of January 19/16, February 16/16, March 15/16 were moved by Meghan and seconded by Dominic and were hereby approved. The minutes of April 11, 2016 were read and it was moved by J.P. and seconded by John that these minutes be approved. Motion carried.

8. 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 approval received from grant applications.
- Updated budget following funding cut from the City sent out to Board members for approval
- Applications are coming in for summer staffing. Hiring committee will meet in the near future.
- Fish management plan is in the works.
- We will assist the City with tree planting project with elementary school students. Due to budgetary cuts, the cost of the purchasing the trees cannot be covered by the watershed. It was moved by J.P. that the WRTBWA provide only the manual labour costs involved in this project. The motion was seconded by John. Motion carried.

9. 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 was welcomed. Due to budgetary constraints, the cost of printing and mailing the annual newsletter is prohibitively expensive. For this year only we will not be sending out a newsletter.
- Sarah will contact a local business again to further discuss the possibility of partnering on a commercial.
- On Saturday April 9, 2016 we will participate in the Earth Day Expo. Sarah, Bernie and Meghan will manage a booth.

10. Any other Business

- **Revised Budget.** Sarah introduced the revised budget and a discussion followed. It was moved by J.P. and seconded by Matt that the budget be accepted. Motion carried.
- **Annual Meeting Tasks.** The annual meeting will be held on May 24, 2016 at 7:00 pm at the Corran Ban hall. George will chair the meeting. Dominic will introduce the guest speaker. Matt and John will be in charge of the election of board members. Meghan will present the changes to the bylaws. Bernie and Meghan will take care of the social.
- **Bylaw changes:** The final draft of the revisions will be sent out to board members for confirmation. It was moved by Dominic and seconded by Meghan that we will proceed in this manner.

11. Next Meeting

May 17, 2016

12. Adjournment

The Chairperson declared the meeting closed at 9:30 pm.

Signature – George Coade, Chair of WRTBWA

Date

Signature – Bernie Fitzpatrick, 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
June-2	Changes to Bylaws	Discuss at next meeting	John, Will, J.P. Bernie and Sarah	closed
Dec-8	Coordinator's Report	Decision on banked hours	George, Sarah and Scott	open
Jan- 11	Any other business	Report from Officer's Pond Subcommittee	George, Sarah, Scott	open
Dec-8	Communications Committee	Follow up on partnering with a business owner to for a television commercial		open