

# Winter River – Tracadie Bay Watershed Association (WRTBWA)

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

Held on September 20, 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, J.P. Arsenault, Cathy Corrigan, Scott Stephens, Bernie Fitzpatrick, Lowell Vessey, George Coade

**Absent:** Matt Steeves, Will Horne

---

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 7:05 pm.

## 1. Minutes of the previous meetings held on August 16, 2016.

Draft minutes of the meeting were previously emailed with each member of the Board having an opportunity to comment.

## 2. Matters Arising from the Minutes:

Correction of minutes from the July 19, 2016 meeting:

Treasurer's Report:

The closing balance was recorded as \$22,000.00 and should have been \$78,500.00. The main revenue coming from the City of Charlottetown and the Watershed Management Fund. Meghan McCarthy moved the adoption of the change and Scott Stevens seconded it. Motion carried.

J.P. Arsenault moved the adoption of the minutes from August 16, 2016 meeting and John Hughes seconded it. Motion carried.

## 3. Chairperson's Report

- George reported he received a letter of resignation from board member Will Horne as he has accepted a job in Ottawa.
- He met with Minister Mitchell and he has setup a meeting on Oct.3 with Mayor Lee to seek ways to improve the working relationship between the City and the Association.
- They also discussed with Minister Mitchell the water extraction permit and the what to expect when the Miltonvale station becomes operational. George emphasized the importance of a 25% decrease of extraction from our watershed in the future. He also extended an invitation to the Minister to visit our watershed.
- He received correspondence from Mary Finch, PEI Watershed Alliance, with an update about the fall applications for the Wildlife Conservation Fund. There is also a survey being done on the Watershed Geographical Information System (WGIS). Sarah has completed this survey for the group.
- There is a seminar being offered on tips for grant writing, if staff would like more information.

## 4. Treasurer's Report

Lowell Vessey gave the Financial Report

---

Opening balance            \$60,025 on August 01, 2016

Closing Balance         \$43,862 on August 31, 2016

Main expenses: wages, mileage, field supplies, utilities, rent, remittance, office supplies, equipment purchases, communication and workers compensation.

Main revenue: Jobs for Youth, Canada Summer Jobs, Colleges and Institutes Canada (Clean Tech Program).

## **5. Field Committee's Report**

John reported for the committee. He outlined a few projects that need to be completed before winter. The nest boxes need to be cleaned out. Permission was given to Sarah to purchase the ladder need to do this job. A discussion was held on the survival rate of the trees being planted, and which locations where more effective. He feels that the overall survival of the new trees makes it worthwhile to proceed with our current practises. We are in a better position to know which trees are most appropriate for which areas in the watershed. The Stream Rehabilitation Course that Sarah attended will be very beneficial for improving the work in the future.

## **6. External Relation Committee's Report**

J.P. and George will meet with the Mayor as stated in the chairperson's report and asked for input from the board. They will bring information on our EcoAction project on water conservation.

## **7. 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.

- She has concerns with vandalism that is happening at Hardy's Pond and the resources necessary to repair the damage.
- She presented a potential project for a Canada 150 Fund project which would develop hiking trails. We would need two letters of support from the community. The board gives their support for submitting the form. The project must be completed by March 2018.
- She brought the board up to date on the field work done so far and the work still to be completed and possible project that could be done with the remainder of time.

## **8. Communications Committee Report**

This report was included in the Coordinators report.

- The gold cup and saucer float was well received in the parade.
- Two summer students were sent out to make visits as part of our door-to-door campaign throughout the watershed, but they were not very successful. A discussion was held on who should be sent out and how this could be improved in the future.

## **9. Other Business**

Glenaladale Partnership

- Cathy Corrigan brought an update from Glenaladale Heritage Trust Inc. They are optimistic that they will reach their goal of purchasing and developing this unique property. It is one of the only intact pieces of property as was granted to the early settlers, and it is within our watershed. WRTBWA has sent a letter of support to the organization and will consider the possibility of future financial support.
- On behalf of the organization Cathy thanked the association for the support.

Officers Pond Sub Committee

- Sarah reported that the committee has been dormant and the bathymetry work has not been done due to the missed window of opportunity for this year. She spoke to Rosie MacFarlane, provincial freshwater fishery biologist who included a bathymetric study of Officer’s Pond in her Master’s thesis several years ago. Rosie recommended that first research be done to determine what the data would be used for before recording the data. Sarah will keep this on the list for a winter project.
- The report on the Fish Passageway was sent to the pertinent groups and there was no feedback. She will look into this and bring information to the next meeting.

**10. Next Meeting**

October 18, 2016

**11. Adjournment**

Meghan moved that the meeting be adjourned at 9:15 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
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