

# Winter River – Tracadie Bay Watershed Association (WRTBWA)

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

Held on September 19, 2017, 7:00 pm at the office of the WRTBWA at 13977 St, Peters Road, Marshfield, PEI

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**Present:** Meghan McCarthy, Sarah Wheatley, J.P. Arsenault, Lowell Vessey, George Coade, John Hughes, Scott Stevens Ryan Winters, Cathy Corrigan, and Esther Currie

**Absent:** Matt Steeves

George Coade was Chairperson and Esther Currie was Secretary of the meeting. The Chairperson declared the meeting open at 7:00pm.

## 1. Minutes of the previous meeting held on August 22, 2017.

The minutes were reviewed, amended and then moved by Scott and seconded by Cathy to be approved as read. **Motion carried.**

## 2. Chairperson's Report

George reported:

- George introduced discussion regarding the Vanco Union Road site, with the work of the filter fencing and grass not performing the job properly. Who is accountable? We do not believe that the WRTBWA is to enforce, but should we forward pictures and write a letter to inform the government that we are monitoring this?
- Winter River wellfields projects by Charlottetown - Sarah will forward the letter sent to the MLA/Minister regarding this issue to all board members.
- George asked about job descriptions for staff roles/jobs.
- Training Fund opportunities discussed, there is an online course with the Canadian River Institute that may be useful.

## 3. Treasure's Report

Lowell reported:

- For the month of August - opening balance: \$62,494.81 and closing balance \$93,784.32 (less \$15,215 outstanding of cheques to clear).
- Expenses: Admin expenses \$629.05; Payroll expenses \$22,175.15; Project expenses \$2,648.65 = total \$25,750.85
- Revenue: Canada Summer Jobs (\$5,651), Eco Action (\$24,714), RFCPP from 2016/17 (\$31,750), Watershed Management Fund – for training (\$955.55), Donations (\$13), and participation fees for water makeovers (\$487) = total \$63,570.55
- Sarah created the 2017-2018 WRTBWA budget showing sources of funding and expenses. Sarah will separate the land purchase costs from other professional fees so it stands out in annual budget. Lowell moved to accept the budget, JP seconded, and budget motion was approved for 2017-18.

## 4. Committee Reports

**A. External Relation:** JP – n/a

**B. Communications:** included with Sarah's coordinator's report

**C. Field:** John

- John reported regarding the tree planting this fall.
- Upcoming: Redd surveys – mapping locations of trout spawning sites.
- John also commended Sarah for organizing a great fun day for the staff.

## 5. Coordinator's Report

Highlights of Sarah's report:

- Sarah brought discussion to the group regarding the Black River site. Sarah has been organizing a project with a local farmer to replace the existing undersized and hung culvert with a 4 foot diameter metal culvert. This size is needed so that the water did not flow too fast inhibiting fish from swimming upstream. Sarah noted that culvert installation did not go exactly as planned, but in the end it is functional for both fish passage and water flow, and is a huge improvement over the previous culvert. Optimal results would have required a large additional expense. This is private property, so owners are funding the project, with help from a Department of Agriculture grant.
- September 18<sup>th</sup> Stantec volunteer event: 6 volunteers helped staff to plant 177 trees and shrubs in patch cut areas along the Winter River trail. They also promised to make a donation to our organization. We will send a thank you note for their work and tax receipt for their donation.
- CABIN sampling period is upcoming. Environment Canada is paying all the laboratory costs this year as part of EcoAction funding (last year this amounted to \$2,800)
- There was a letter circulated for soliciting participants for the water makeover program, which was accepted as a working document.

### A. Staff updates:

- Sarah hired two new people, Jennifer Whittaker who is currently finishing her Masters in Agriculture from Dalhousie. Miranda Weed will be working for 3-4 weeks.

## 6. Other business

### A. Donation of Land to Watershed

This is still with the lawyer.

### B. Invoice from Brian McCullough

- The conflict regarding the invoice has been resolved with agreement that there will be no charge.

## 7. New Business:

- Watershed Management Fund scoring framework: scoring of each group accounts for how the funding distributed. More details about who does the scoring would be useful, as some categories are somewhat subjective.
- Fish ladder project in Souris: Discussion had regarding the installation of a similar fish ladder to improve fish passage in a culvert in our watershed. This would be a temporary option until a permanent solution of replacing the culvert can be achieved.
- Campaign for corporate donations, document discussed. Motion moved to accept the strategy document outlining our approach, moved by JP, seconded by Lowell, and approved.

## 8. Next Meeting

October 17, 2017 at 7:00 pm. at 13977 St. Peter's Road.

## 9. Adjournment.

The meeting was adjourned at 8:44 pm

*ORIGINAL COPY SIGNED*

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Signature – George Coade, Chair of WRTBWA

\_\_\_\_\_ Date

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Signature – Esther Currie, Secretary of WRTBWA

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