

Minutes
Organizing Committee
Winter River/Tracadie Bay Watershed Association

Grand Tracadie School
November 5, 2008, 7:00 – 9:00 p.m.

Present:

Cathy Corrigan
Wayne Corrigan
Rod Dempsey

John Hughes
Allan MacCormac
Don Mazer

1. Welcome

Organizing Committee members were welcomed to the meeting.

2. Follow-up on Actions from October 15 Meeting

- a) Work has continued on the draft set of by-laws.
- b) Dale Thompson has been contacted regarding the approved start-up funds. The invoices for any services we purchase can be sent directly to Sean Ledgerwood at the Department of the Environment.
- c) A draft membership form has been produced.
- d) A draft press release has been produced.
- e) The agendas for the November 19 and 26 meetings have been amended.

3. Points of Discussion

- a) The Department of the Environment will be hosting a Watershed Planning Conference on Saturday, November 29 in New London. Cathy and Allan have agreed to be our representatives.
- b) It would probably be appropriate for anyone purchasing services on behalf of the Association to have the Environment Minister's letter of approval with them to ensure that the vendor will agree to send an invoice to the Department.
- c) It was agreed that our draft mission statement will be "to protect and enhance the ecological health and aesthetic qualities of the Winter River/Tracadie Bay watershed."
- d) A domain name and hosting services have been purchased through GoDaddy.com for a period of one year. Our domain name is www.WinterTracadie.ca and we now have a temporary web page posted on the internet which provides information on the November 19 meeting. (Note: the domain name is not case sensitive.)

- e) Some of the changes to be made to our draft by-laws include the following.
 - The criteria for membership will not be unduly restrictive
 - The Board shall include no more than twelve elected Directors.
 - The Officers of the Board shall be elected by the Board.
 - A majority shall consist of fifty percent of the Directors plus one.
 - Meetings may be called as deemed necessary by the Board.
 - Expenditure of funds may not be made without the signatures of at least two of the four Officers, one being the Treasurer.
 - All major decisions shall be made collectively at the Board level.
 - Amendments to the by-laws made by made by majority vote at the Annual General Meeting.

4. Planning for the Public Meetings

- a) A map of the watershed has been received from the Department of the Environment. Some changes are still required and, when made, the map should be added to our website. The area of land contained in the watershed is one piece of information we would like to be added to the map.
- b) The membership form was reviewed and approved with only a minor change or two.
- c) The flyer was reviewed and will require only minor editing. The map of the watershed will be added to the back of the flyer.
- d) The press release to the Guardian was reviewed and will require only minor editing, including the addition of our website address.
- e) A notice advertising the November 19 public meeting will be required for the Guardian. The notice should run on Saturday, November 15.
- f) The November 19 agenda was discussed and some minor changes were made. Organizing Committee members were designated to assume responsibility for the items on the agenda. (Don, John, and Allan will assume primary responsibility.)
- g) The agenda for the November 26 public meeting will be discussed at our next Organizing Committee meeting (November 12). (Cathy, Wayne, and Rod will assume primary responsibility.)

5. New Actions

- a) Cathy will advise Sean Ledgerwood at the Department of the Environment that she and Allan will attend the watershed planning conference.
- b) On the membership form, people will have the option of indicating their occupation.
- c) Cathy will revise the by-laws in accordance with our discussion.
- d) Rod will have the changes made to the watershed map and then add it to the website.

- e) Don will edit the flyer and Rod will add some photographs. Rod will then circulate the flyer to the Organizing Committee.
- f) Don will edit the press release and contact The Guardian to see if they would agree to come to our next meeting (November 12) to take a picture to accompany the press release.
- g) Rod will draft a notice (to be published in The Guardian) of the November 19 public meeting and circulate it to the Organizing Committee.
- h) Rod will edit the November 19 agenda and circulate it to the Organizing Committee.

6. Next Meeting

The next meeting will be held at 7:00 p.m., on Wednesday, November 12, at the Grand Tracadie School.

7. Adjournment

The meeting adjourned at 9:00 p.m.