

**Minutes**  
**Winter River - Tracadie Bay Watershed Association**  
**Board of Directors Meeting**

**Home of C. Corrigan**  
**March 17, 2009, 7:00 – 9:45 p.m.**

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**Present:**

Cathy Corrigan  
Rod Dempsey  
John Hughes

Allan MacCormac  
Don Mazer  
Dale Thompson

**1. Welcome**

The meeting was convened with a majority of Board members present.

**2. Previous Minutes**

The minutes from the March 10 meeting of the Board of Directors were approved.

**3. Business**

a) Although Dale Thompson (P.E.I. Department of the Environment) is in the process of moving to a new position within the Department, he agreed to meet with us to provide additional information in several areas of concern. The discussion is summarized below .

- Last year, approximately \$520,000 was available in the Watershed Management Fund for projects.
- The funding received by groups is usually prorated in accordance with amount they requested relative to the amount of funding that is available.
- A watershed coordinator could be used in a supervisory position earlier in the year and then move on to coordination activities later in the year.
- With the knowledge of the Department, it is permissible to modify the scope of project applications – although it will always be important to accomplish the project's goals.
- Decisions on funding could be known in early May, although mid-May is typical.
- A stream assessment (versus a stream survey) would involve taking physical measurements along cross-sections of the stream at regular intervals. This is probably not something we would want to do right away. A stream survey is more observation and anecdotal in its informational content.
- If time permits, the work crew could conduct the stream survey.
- There are currently about a dozen coordinators working (26 weeks per year or more) in watersheds across the province.
- Michelle Hewitt will be Dale's replacement.
- Dale will forward some job descriptions and interview questions to us.

- The Department can provide us with a laptop, data projector and screen for public presentations.
- b) After Dale left the meeting, discussion continued on the preparation of job descriptions for a watershed coordinator, supervisor, and field worker(s). It was decided that in the interest of being prepared when funding is granted, we should advertise to create a list of potential candidates. We will ensure that the content of our advertising is fair to potential applicants by including likely ranges for wages and weeks of employment.

ACTION: Don will continue to work on the job description for coordinator.

ACTION: John will continue to work on the job description for supervisor.

ACTION: Allan will continue to work on the job description for field worker.

- c) Allan will attend the UPEI watershed course on behalf of the Association.
- d) Some discussion occurred on the letter that will be used as an initial contact with landowners to request permission to access their land as part of the river survey.

ACTION: Don will make a few revisions to the letter.

- e) On March 11, Allan, John, and Rod attended a noontime meeting with Brian Thompson (P.E.I. Department of Transportation and Public Works), Mark MacNeil ( a Halifax-based consultant), and a number of other government personnel regarding the study at the Corran Ban Bridge. The P.E.I. Department of Transportation and Public Works is proposing to dredge an area beginning 30 meters downstream of the bridge and continuing to 30 meters upstream of the bridge so as to alleviate problems associated with water exchange at the bridge.

#### **4. Next Meeting**

The next meeting will be held at 7:00 p.m. at the Grand Tracadie School on Tuesday, March 24. Association members and the public are welcome to attend.

#### **5. Adjournment**

The meeting adjourned at 9:45 p.m.