

Winter River – Tracadie Bay Watershed Association (WRTBWA)

Minutes of the Meeting of the Board of Directors of the WRTBWA
Held on May 15, 2018, 7:00 pm at the office of the WRTBWA at 13977 St, Peters Road, Marshfield, PEI

Present: John Hughes, Lowell Vessey, Ryan Winters, Sarah Wheatley, J.P. Arsenault, Clare Martin, George Coade, Scott Stevens, Matt Steeves, Meghan McCarthy, Esther Currie

Absent: Cathy Corrigan

George called the meeting called to order at 7:00 PM

1. Minutes from the April 17, 2018 meeting:

George put a motion on the floor to approve the minutes from March 27th. Lowell seconded. All were in favour.

George motioned to approve minutes from April 17, and Meghan seconded it. All were in favour and the minutes were approved.

2. Chairperson's Report – George:

Aquaculture Alliance: Official shoreline cleanup was May 2 – 11th but they didn't do a great job of communicating the dates. They were in touch with Sarah this week to see if they could coordinate the cleanup with our watershed group.

Board reviewed proposed wages for all watershed employees again and all were in favour.

3. Treasurer's Report – Lowell Vessey

Three weeks ago, Sarah called Lowell to notify him about 3 cheques that had gone through the bank signed by someone who doesn't belong to our organization, written to two individuals that we didn't know. Sarah talked to the bank, who recommended that we close out that account and contact RCMP.

Somehow some cheques got into the hands of someone who used them to commit fraud.

Our bank has credited our account back with all amounts, so we have not lost any money. We have a new bank account, so the old cheques won't cash anymore. For a full investigation, we'd have to release bank information to police, police would get a warrant to review CCTV footage and other banking information, board members with access to the cheques would make statements to police, staff and/or board members may have to testify in court if charges are laid. Board expressed frustration about bank procedures regarding cheques.

JP moved to ask RCMP to investigate this case of fraud and give whatever information and cooperation is required. Clare seconded the motion. All were in favour of the motion and no one was opposed.

April Opening balance: \$40,000

Revenue \$26,600 with a little over \$1,000 for water makeover fees

April Closing Balance \$35,392

4. Committees

- Field Committee – John - hiring has been done, camera and chainsaw purchased. John will book the next meeting shortly.

5. Coordinator's Report – Sarah Wheatley

- Grants for last year are mostly taken care of
 - EcoAction should be paying us soon (had to do a test deposit first)
 - Watershed Management Fund should be around \$40,000
 - No news from City of Charlottetown yet
- Communication
 - Newsletter went out to Kwik Kopy for printing
 - Sarah got a call from Frank Morrison talking about smoke-free PEI
 - Sarah put an ad in the Guardian for our AGM. Also a PSA on CBC radio
- Staffing
 - Fourth staff person, Carley Ross, started yesterday. She's working with Matt, Emma, and Vanessa

- No one else is starting until high school is done. Trent is back when fishing season is done.
- Other projects
 - 6 water makeovers in April and 2 tomorrow
 - Bank fraud issues & getting ready for BDO annual audit.
 - Sarah has draft presentation for AGM
 - Sarah has draft tender documents ready for fishway project. 12 people from DFO visited Officer's pond for project.
 - 2017 field report is almost ready. It was difficult consolidating all the different report formats.
 - Sarah ordered trees on May 1st but there are delays fulfilling the orders.
 - Watershed Alliance spring meeting was this past Saturday – presentation from Cooke Insurance about general liability policy. As a result, Sarah had crew remove a run-down bridge at Tim's Creek.

6. Staffing, Funding and Equipment

- Sarah has some rough ideas like stream clearing, tree planting, etc. George asked if this information could come out of the Field Committee. Every year, Scott sits down with Frank to discuss the Officer's Pond. Frank wants to be included in all our plans and is open-minded, but for such a significant project, he will need final approval. He does have a concern about how much public access there will be – he doesn't want people trampling over his land.
- George said it's important that we support Sarah through the field committee, providing direction, including budget.

7. Coastal Restoration Fund projects

- Sarah is waiting for Brian to provide drawings for tender package. Sarah will send tender package to 3 construction companies who have worked on a nature-like fishway installation. George proposed Maritime Construction perhaps.
- George asked who has authority over management of structure?
- We need to put together a MOU for long-term management. If Ducks Unlimited will agree to our ideas, it would be great if they could take it over. When DU gets involved in something, they want a large reserve fund for maintenance and they want this money provided up-front. There are some aspects that DU would be good at, and others WRTBWA would be good at. DU has a responsibility for the current structure.
- Ducks Unlimited suggested that we write a proposal outlining how we would like them to be involved in this project, then they will see how much funding/support they can provide.

8. Water Makeover:

- 2 makeovers left to do. If anyone needs faucet aerators, Sarah has lots available.
- Taking orders for native flowering shrubs from forestry (230 so far). They don't need to be watered once established.

9. Beaver Management

- There's a beaver on the Brackley Branch/Union pumping station and one above Hardy Mill Pond. Sarah tried to get a trapper last year, but he did not complete the job. Sarah wants to be able to pay a set amount like \$150-200 a beaver (more expensive this time of year). Sarah thinks the only way to make progress is to pay more to trap them out of trapping season. Scott recommended putting a ceiling/cap on the costs (if we must hire a trapper who charges by the hour).

10. New Business

- AGM agenda and meeting preparation
 - Sarah prepared a draft Power Point presentation. Will bring cords and projector and screen
 - George requested help getting pictures framed. George has different pictures of wildlife. Need to get these framed and have the frames ready for May 22nd at 7:00 PM. George sent an email and John agreed to take care of the framing
 - Cathy said we can volunteer her for coffee. Likely no WiFi at the hall.
 - Mention nomination process in the opening comments in case anyone at the meeting wants to join board. If anyone on the floor is interested, speak to Scott Stevens or any Board member. Clare will be nominated this year.
 - John will arrange to open the hall and set up the chairs.
 - George has bio on guest speaker Evan MacDonald and will introduce him.
 - Cathy wants to talk about Glenaladale for a couple of minutes.

11. Next Meeting

Meeting adjourned 8:42. Next meeting: June 19, 2018

Signature – George Coade, Chair of WRTBWA

Date

Signature – Esther Currie, Secretary of WRTBWA

Date