

Winter River – Tracadie Bay Watershed Association (WRTBWA)

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

Held on November 20, 2019, 7:00 pm at the WRTBWA office at 13977 St. Peters Road, Marshfield, PE

Present: John Hughes, Sarah Wheatley, Clare Martin, Ryan Winters, Dwayne McNeill, Jeff Bysterveldt, Matt Steeves

Absent: Sarah Donald, Jean-Paul Arsenault, Scott Stevens, Lowell Vessey, George Coade

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

1. Presentation by Paul Strain, PEI Department of Transportation

- Tim's Creek Culvert Replacement
 - Paul recommended installing a culvert with 8 baffles to enable fish passage up 2.3% slope.
 - Paul will apply for the permit with DFO and his team will look after installation (expects to get most of the costs covered). Projected timeline: June/July 2020. Road would likely be closed for two days. Transportation has a process to inform the public.
 - Open-bottom culvert would be significantly more expensive.
- Friston Rd 6 ft. Steel Arch
 - Requires putting 5 baffles in the existing structure, and rock weirs downstream of it.
 - Paul recommended obtaining feedback on the aluminium fishway for hung culvert used in Souris. Was it successful or not?
 - Projected timeline: late-June 2020
- WRTBWA should include some form of baseline and post-install measurements to quantify the success of the projects.

2. Minutes from the Oct 16, 2019 meeting

Minutes from the Oct 16, 2019 meeting were circulated by Ryan prior to the meeting. Jeff motioned to accept the minutes. Dwayne seconded. All were in favour, none opposed. Minutes were approved.

3. Chairperson's Report – Clare Martin

- Water committee
 - Miltonvale is providing 30% of the city's supply now
 - The city has high- and low-pressure lines, dictated by the elevation of the customer. Miltonvale supplies the high-pressure line going to higher elevation areas of the city. The City is working on a system where some of the water from Miltonvale can feed into the low-pressure lines.
- Funding
 - Clare recommended that a letter go to the PEI Minister of the Environment regarding the Watershed Management Fund shortfall. Clare also recommended approaching the Watershed Alliance at the upcoming meeting. Board Members to let Sarah W. know if they can attend that Alliance meeting.
- Water Withdrawal Regulations
 - Board presented feedback to the Deputy Minister of Environment, and Environment Dept. staff. Changes will be made based on all feedback, released for a 90-day consultation period, then approved, at which point the Water Act will come into force.

4. Treasurer's Report – Prepared and presented by Sarah W, in Lowell's absence

	<i>Chequing account</i>	<i>Savings Account</i>
Opening Balance: Oct 1, 2019	\$24,246.82	\$70,706.29
Less o/s cheques clearing	\$459.89	-
Plus deposits	\$33,726.38	\$60.05
Less expenses	\$13,609.01	-
Plus o/s cheques	\$352.72	-
Closing balance: Oct 31, 2019	\$44,257.02	\$70,766.34

*Sarah tracks finances using Sage 50 and accrual system, but the numbers above are based on cash basis, to match Lowell's format.

5. Committees: Field Committee – Vacant (Committee Chair)

- Next meeting Nov 28. Committee Chair will be elected at that meeting.

6. **Water Committee – Clare Martin (Committee Chair)**

- The next meeting has been proposed for February. George handed over participation in this committee to Clare.

7. **Communications Committee**

- CBC called and asked to do a story, but Clare and Sarah decided to decline.

8. **WRTBWA Property Committee**

- John was out doing some trail work with field crew in preparation for the woodchips. John said trail-making was likely over for the year.
- Given the weather, we're looking at mostly inside work for the field crew now.
- Woodchips have not been delivered yet.

9. **Coordinator's Report – Sarah Wheatley reported (see report)**

- North Shore confirmed the school rental option is not going to work out.
- Ordered shale to fill in old house foundation.
- Planning meeting with Potato Board and farmers
- Farmer is installing culverts at a property of concern. Will try to add other seed in next year to grass waterway. Watersheds should investigate making their own seed mix for grass waterways that is better than highway mix.
- Christmas lunch – Dec 18th proposed.

10. **Meeting with farmers**

- Sarah W. proposed Dec 3, 4, or 5.
- WRTBWA will chair the meeting.
- Sarah W. presented the draft slides we're planning to present at the meeting.

11. **Next Meeting**

Meeting adjourned at 9:24

Next meeting: Jan 15, 2020

Signature – Clare Martin, Chair of WRTBWA

Date

Signature – Ryan Winters, Secretary of WRTBWA

Date