

Winter River – Tracadie Bay Watershed Association (WRTBWA)

Minutes of the Meeting of the Board of Directors of the WRTBWA
Held on April 15, 2020, 7:00 pm via Zoom

Present: Sarah Wheatley, Clare Martin, Lowell Vessey, George Coade, Dwayne McNeill, Ryan Winters, Jean-Paul Arsenault, Matt Steeves, John Hughes

Absent: Jeff Bysterveldt, Scott Stevens

Clare called the meeting called to order at 7:05PM

Note: Our regular March meeting was cancelled due to COVID-19.

1. Minutes from the Feb 19, 2020 meeting

Minutes from the Feb 19, 2020 meeting were circulated by Ryan prior to the meeting. Lowell motioned to accept the minutes. George seconded. All were in favour, none opposed. Minutes were approved.

2. Minutes from the Apr 1, 2020 special meeting

Minutes from the Apr 1, 2020 special meeting were circulated by Ryan prior to the meeting. JP motioned to accept the minutes. Dwayne seconded. All were in favour, none opposed. Minutes were approved.

3. Chairperson's Report – Clare Martin

- We have no plans to select a new date for the meeting with fruit growers and vegetables farmers.
- Clare attended a meeting organized by Nature PEI on March 2. Dr. Michael van den Heuvel presented his research on land-based activities that increase algae growth and cause the loss of eel grass. Nitrates were found to be the main cause.
- Clare, George, and Ryan are working on a compensation package for Sarah.
- Sarah Donald is now considered to have withdrawn from the Board of Directors.

4. Treasurer's Report – Lowell Vessey

Due to fiscal year-end issues, finances for March are not yet finalized, so only bank balances were reported.

	<i>Chequing account</i>	<i>Savings Account</i>
Opening Balance: Mar 1, 2020	\$20,310.42	\$71,001.22
Less o/s cheques clearing	\$	-
Plus deposits	\$	\$36.18
Less expenses	\$	-
Plus o/s cheques	\$	-
Closing balance: Mar 31, 2020	\$19,865.30	\$71,037.40

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

- No updates to report. Committee Chair still needs to be elected.

6. Water Committee – Clare Martin (Committee Chair)

- The next meeting date will be determined once the current situation with COVID-19 has been resolved.

7. Communications Committee

- Sarah is looking for volunteers to write articles for the Spring newsletter. We'll revisit our plans for the newsletter in May.

8. WRTBWA Property Committee

- No updates to report.

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

- Sarah's main priorities in March were grant writing and writing the final report. This continued into April.
- Working on changes to the work plan for Wildlife Conservation Fund.
- Sarah had a Zoom meeting with Gwen Vessey and discussed possible agricultural project demonstration sites.
- Sarah is currently in the process of confirming staffing plans.

10. Savage Harbour Watershed

- At February's Board meeting, we said we would write a letter to Mary Finch voicing our concerns about the lack of public consultation in changes to the Savage Harbour Watershed. Mary received our letter, responded, and brought it to the

attention of her executive committee of the Watershed Alliance. We also sent a short letter to Kate McQuarrie but have not received any response.

11. COVID-19 Impacted Activities

- **Audit:** Books have not been closed for the year. Still tying up loose ends. Accountant working from home 4 days a week. Sarah and Lowell normally go into the office, but this can be done by email this year.
- **AGM:** Board agreed to postpone the AGM until September. We will revisit this decision next month, along with the newsletter conversation. Current Board members will stay on until the AGM. Board discussed possible new members and our plans to reach out to them.
- **Lady Slipper Walk:** We should know more about the status of our walk by May's meeting.
- **Field Season:** According to the Province, we are not yet allowed to do any field work. When field work resumes, we may need to do some form of self-screening (e.g., take everyone's temperature before starting a shift). We may also need to budget for extra mileage so employees can take their own vehicles to the work site. If one crew member becomes infected with COVID-19, the entire crew will be expected to self-isolate for 14 days. Sarah will continue to seek guidance in this area.

12. Tim's Creek Culvert Project with TIE

- Sarah received a new pipe quote via TIE for approx. \$64,000, incl. tax.
- This is the same pipe Campbell's Concrete quoted on, but it will be approx. \$8,000 less if we buy it through TIE.
- Sarah is recommending that we buy the pipe and have Transportation install it.
- TIE thinks this project is going to proceed as planned.
- Our proposed payment plan is to write a \$10,000 cheque now and pay the balance upon delivery.
- JP moved to proceed with the purchase of the pipe through TIE from Soleno Inc. at the quoted price. Dwayne seconded. All were in favour. None opposed. Motion carried.

13. Next Meeting

Meeting adjourned at 8:31

Next meeting: May 20, 2020

Signature – Clare Martin, Chair of WRTBWA

Date

Signature – Ryan Winters, Secretary of WRTBWA

Date