

Winter River – Tracadie Bay Watershed Association (WRTBWA)

Minutes of the Meeting of the Board of Directors of the WRTBWA
Held on August 19, 2020, 7:00 pm via Zoom

Present: Sarah Wheatley, Clare Martin, George Coade, Dwayne McNeill, Ryan Winters, John Hughes, Jean-Paul Arseneault, Scott Stevens, Lowell Vessey

Absent: Matt Steeves, Jeff Bysterveldt

Clare called the meeting called to order at 7:02 PM

1. Minutes from the July 15, 2020 meeting

Minutes from the July 15, 2020 meeting were circulated by Ryan prior to the meeting. Lowell motioned to accept the minutes. John seconded. All were in favour, none opposed. Minutes were approved.

2. Chairperson's Report – Clare Martin

- Clare discussed the Upstreet hand sanitizer issue with Sarah. Despite the product recall, our staff have not reported any issues.
- Scott recommended that we approach the City of Charlottetown again regarding funding. We agreed that the best approach would be for Clare to first call Jason Coady and then follow up with a written summary of their discussion, cc'ing the Mayor.

3. Treasurer's Report – Lowell Vessey

Lowell motioned to accept the report and JP seconded. All were in favour, none opposed. Motion carried.

	<i>Chequing account</i>	<i>Savings Account</i>
Opening Balance: July 1, 2020	\$49,517.44	\$ 71,055.50
Less o/s cheques clearing	\$2,709.81	-
Plus deposits	\$31,015.72	\$6.03
Less expenses	\$27,242.17	-
Plus o/s cheques	\$6,109.58	-
Closing balance: July 31, 2020	\$56,690.76	\$ 71,061.53

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

- Next meeting to be scheduled in October.

5. Water Committee – Clare Martin (Committee Chair)

- Clare to contact Bruce Raymond to set up the next meeting.

6. Communications Committee

- Sarah McBride is working on the newsletter.

7. WRTBWA Property Committee

- We have lots of woodchips on hand for trail construction – we just need to transport them from Sarah's field to the property.

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

- We were approved for the Atlantic Ecosystems Initiative program (microplastic sampling). This is a joint project with groups in PEI, NS, and NB. The first planning meeting was held on Aug 19. This is a 3-year project. We will be sampling mussels this fall and building the equipment for next year.
- We are finalizing our workplan for the Wildlife Conservation Fund and it will be submitted soon.
- Sarah's budget requires \$6,000 from the reserve fund (we have saved money on mileage).
- Two staff members have completed their terms for the year.
- The new data sharing process with Google Drive is working well.
- Audit: Should be completed in a few weeks (this is required for the AGM).

9. **Tim's Creek culvert replacement project**

- Work to begin in September. The road is going to be closed for 7-10 days. The Province should follow their communications protocols.
- Scott recommended that we ask our staff to supervise the culvert project and ensure the specifications are being followed (also a good training opportunity).

10. **Suffolk Pit**

- Sarah continues to receive updates.

11. **Annual Staff Fun Day**

- JP motioned to approve a maximum budget of \$30/employee. Dwayne seconded the motion. All were in favour, none opposed. Motion carried.

12. **AGM**

- Clare contacted the Tracadie Community Hall. It is booked every Tuesday but otherwise open.
- Sarah mentioned that most watershed groups have been holding their AGMs via Zoom.
- The Board discussed the pros and cons of holding the AGM in-person or online.
- Lowell motioned to hold the AGM via Zoom. JP seconded. Most were in favour, one opposed. Motion carried.
- The date of Sept 16 was proposed for the AGM. Priority will be placed on presenting the reports and conducting the elections.
- An executive meeting will be held the following week to elect the Officers of the Board.

13. **Next Meeting**

Meeting adjourned at 8:35 PM

Next meeting: September 16, 2020

Signature – Clare Martin, Chair of WRTBWA

Date

Signature – Ryan Winters, Secretary of WRTBWA

Date