

# Agenda



WINTER RIVER - TRACADIE BAY  
WATERSHED ASSOCIATION

1. Welcome & Call to order
2. Information
3. Guest Speaker: Scott Anderson
4. Minutes of 2021 AGM
5. Treasurer's Report
6. Chair's Report
7. Coordinator's report
8. Election of Board for 2022-23
9. Other business
10. Adjournment



**1. Welcome & Call to Order**

**2. Information & Protocols**

### 3. Guest Speaker

Scott Anderson

" Agricultural Climate Solutions using the Living  
Labs approach"





WINTER RIVER - TRACADIE BAY  
WATERSHED ASSOCIATION

Supporting The Watershed,  
So It Can Support You

## 4. Minutes from 2021 AGM

### Minutes of the Annual General Meeting of the WRTBWA

Held on May 26, 2021, 7:00 pm at the Tracadie Community Centre

**Board Members Present:** John Hughes, Lowell Vessey, Jean-Paul Arsenault, Clare Martin, George Coade, Matt Steeves, Jeff Bysterveldt, Dwayne McNeill, Jay Carr, Scott Stevens, Patrick Lévêque.

**Members and Guests:** Hilary Shea, Aggie-Rose Reddin, Cathy Corrigan, Hon. Bloyce Thompson, Mayor Phillip Brown, Mayor Gerard Watts, David Morrow, Gwen Vessey, Jackie Olafson, John Rowe, Nancy MacKinnon, Raymundo Yu, Shawn Schofield, Susan Daley, Hélène Robichaud, Megan Glover, Marilyn Yu.

**Staff Present:** Sarah Wheatley, Jennifer Woods

**Board Member Absent:** Roger Townshend



# Minutes from 2021 AGM *continued*

## **1. Clare called the meeting to order at 7:00 PM**

## **2. Opening Remarks from the Chair of the Board**

Clare welcomed everyone to the Annual General Meeting, including board members, staff, and supporters. She introduced Board members and mentioned that an election would be held to replace retiring Board members.

## **3. Guest Speaker**

Jay Carr introduced Shawn Schofield of the Agriculture Environmental Unit of the Department of Environment, Energy and Climate Action. He outlined the unit's risk-based approach with landowners, explaining that they try to strike a balance between education and enforcement. The unit responds to and investigates complaints related to the *Environmental Protection Act* (buffer zone regulations), the *Pesticides Control Act*, and the *Agricultural Crop Rotation Act*. Inspections can be scheduled or random. Farmers are increasingly approaching the unit for advice and guidance. Shawn explained the decision matrix used by the unit to assess risk versus likelihood of compliance as well as the options, including advice, a warning, an order, or charges under one of the Acts. Jay thanked Shawn and presented him with a gift.

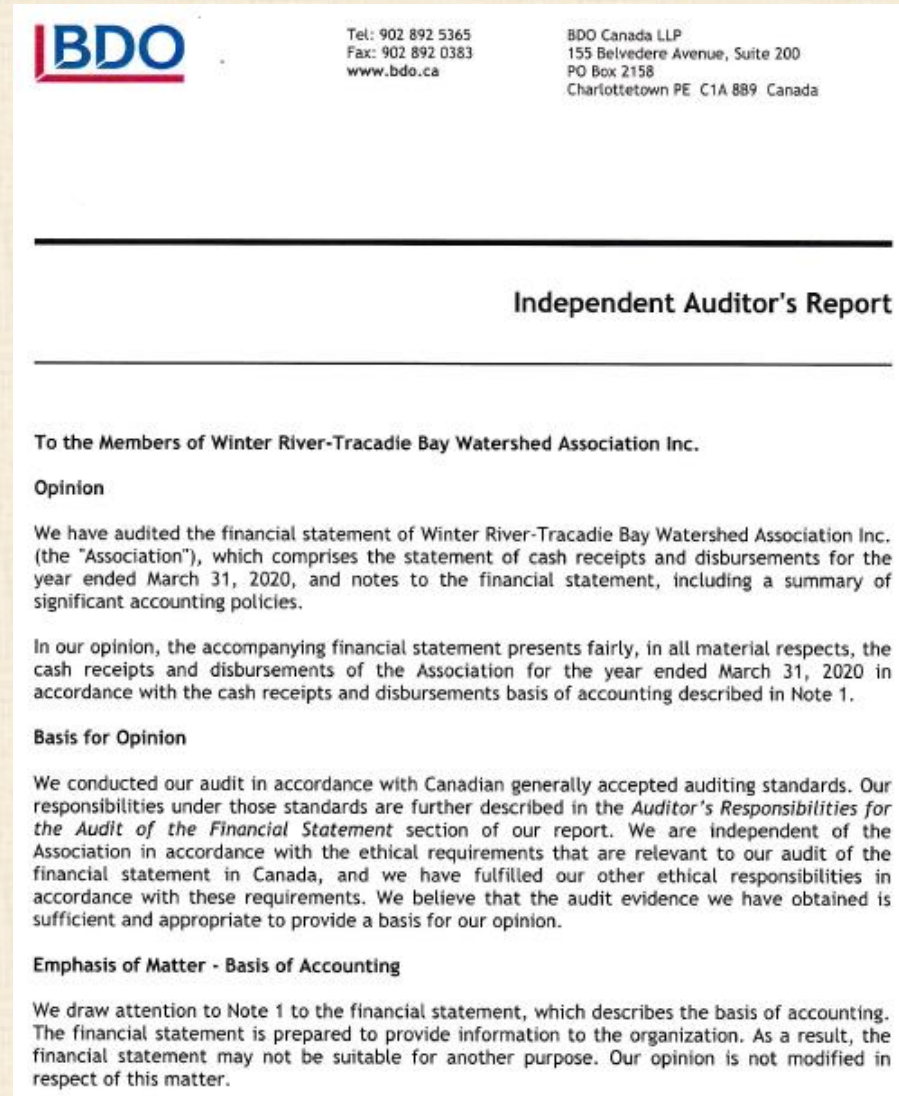
## **4. AGM Minutes from 2020**

Jean-Paul read the 2020 AGM minutes and moved their adoption. Motion seconded by Lowell. No changes or corrections were made. All were in favour and the motion was carried.

# Minutes from 2020 AGM *continued*

## 5. Report from the Treasurer

- Lowell read the report prepared by our independent third-party auditor, BDO. Highlights included: receipts for 2021 of \$265,155 compared to \$188,261 for 2020; disbursements for 2021 of \$261,587 compared to \$189,269 for 2020; and year-end bank balance for 2021 of \$80,875 compared to \$77,307 for 2020. Sarah reviewed detail of wage subsidies (\$74,399 in 2021 compared to \$58,897 for 2020) and other receipts (\$109,140 in 2021 compared to \$66,590 in 2020). Lowell mentioned that the Board is working on a reserve policy to ensure that the WRTBWA can meet its cash flow requirements at times where receipt of funding from our partners is delayed.
- There were no questions arising from the Treasurer's report. Lowell moved to accept the report. Motion seconded by Dwayne. All were in favour and the motion was carried.



# Minutes from 2021 AGM *continued*

## **6. Report from the Chair**

- Clare focused on partnerships in her remarks, highlighting the important roles of staff, volunteers, federal and provincial governments, the City of Charlottetown, the Rural Municipality of North Shore, other watershed groups and the Watershed Alliance, and schools. In closing, she encouraged the WRTBWA's community of interest to get involved and to make their thoughts and concerns known. She thanked members of the Board, the Coordinator, and staff for their hard work and dedication.



# Minutes from 2021 AGM *continued*

## 7. Report from the Coordinator

- Sarah illustrated her presentation with photos of field activities and staff
- She showed examples of stream work, shoreline clean-up, cleaning garbage in the vicinity of watercourses, tree pruning (no tree planting in 2020 due to COVID), data collection, e.g., crop mapping, culvert projects, and purchase of pipe for the project at Tim's Creek
- Sarah showed a pie chart detailing funding sources in 2020
- Plans for the 2021 field season: 8 summer staff now working; 1,500 trees have been planted so far (800 on City land near the Brackley wellfield); many brush mats planned to target a number of siltation issues; chainsaw work to clear obstructions in streams; and work on the WRTBWA property at the intersection of the Suffolk and East Suffolk Roads
- Sarah described a major project scheduled to take place in June, the replacement of the culvert on the Suffolk Road at Tim's Creek. The goal of the project is to allow fish passage into the upper reaches of the creek, currently not possible through the existing culvert. The WRTBWA purchased the culvert with federal funding and it will be installed by the Department of Transportation and Infrastructure. Other possible culvert replacements for 2021 by the Department include MacAulay's Creek and Beaton's Creek.
- Sarah outlined water monitoring activities (quality and quantity) and added that we will be participating in a regional microplastic sampling network, using Tracadie Bay as our location.
- Mayor Brown noted that water extraction by the City has declined since the Miltonvale wellfield began supplying a portion of the City's water in 2018. He noted that total water consumption by City residents has declined over the past ten years despite an increase in the City's population of approximately 20%. He expressed the hope that the Greater Capital Region, including Charlottetown, Cornwall, and Stratford will develop a regional approach to water supply and use, so that water extraction from the Winter River watershed can decline further. He thanked the WRTBWA for its efforts and encouraged further collaborative efforts between the two organizations.

# Minutes from 2021 AGM *continued*

## **8. Election of board members**

- Patrick reported that 10 Board members wish to return for another year and that two, Scott Stevens and Roger Townshend, are retiring. Jean-Paul nominated Hilary Shea and Dwayne nominated Tracy Bergman. Hilary was present at the meeting and accepted the nomination. Tracey was not present at the meeting but had previously indicated that she was willing to serve on the Board. Patrick called three times for nominations from the floor. There being none, he declared Hilary and Tracy elected and welcomed them to the Board.

## **9. Other Business**

- Lowell thanked Scott for his many years of service to the Board and presented him with a gift. Roger was absent and will receive his gift later.

## **10. Concluding Remarks**

- Clare thanked all for attending and declared the meeting adjourned at 8:22.

Respectfully Submitted, Jean-Paul Arsenault

# 5. Report from the Treasurer

Lowell Vessey



# Financial Statement

## – Statement of Financial Position

March 31	2022	(Neither audited nor reviewed) 2021	(Neither audited nor reviewed) April 1, 2020
<b>Assets</b>			
<b>Current</b>			
Cash	\$ 168,405	\$ 80,864	\$ 76,883
Accounts receivable (Note 3)	12,790	19,178	4,613
Prepaid expenses	10,757	12,362	12,326
	191,952	112,404	93,822
<b>Land</b>	30,595	26,909	26,909
	<b>\$ 222,547</b>	<b>\$ 139,313</b>	<b>\$ 120,731</b>
<b>Liabilities and Net Assets</b>			
<b>Current</b>			
Deferred revenue (Note 4)	\$ 66,263	\$ -	\$ -
<b>Net Assets</b>			
Unrestricted	156,284	139,313	120,731
	<b>\$ 222,547</b>	<b>\$ 139,313</b>	<b>\$ 120,731</b>

# Financial Statement – Change in Net Assets

## Winter River-Tracadie Bay Watershed Association Statement of Changes in Net Assets

For the year ended March 31	(Neither audited nor reviewed)	
	2022 Total	2021 Total
Balance, beginning of the year	\$ 139,313	\$ 120,731
Excess of revenues over expenses	<u>16,971</u>	<u>18,582</u>
Balance, end of the year	\$ 156,284	\$ 139,313

# Financial Statement – Statement of Operation - A

## Winter River-Tracadie Bay Watershed Association Statement of Operations

		(Neither audited nor reviewed)
For the year ended March 31	2022	2021
<b>Revenue</b>		
City of Charlottetown	\$ 32,000	\$ 32,000
Province of Prince Edward Island	66,241	49,616
Wage subsidies (Note 5)	97,915	75,847
Other (Note 6)	69,369	117,076
	<u>265,525</u>	<u>274,539</u>



# Financial Statement – Statement of Operation - B

## Expenses

Advertising and promotion	3,959	2,405
Equipment rentals and purchase	1,521	5,773
Insurance	1,794	1,248
Interest and bank charges	338	35
Land costs	22	21
Meetings, travel and workshops	9,210	5,922
Office	5,474	2,628
Professional development	351	393
Professional fees - administration	3,524	2,631
Professional fees - project	7,712	538
Rental	6,595	6,540
Repairs and maintenance	272	220
Special projects	-	54,136
Supplies	13,098	7,617
Telephone	1,120	1,314
Utilities	702	642
Wages and benefits	192,862	163,894
	<hr/>	<hr/>
	248,554	255,957
	<hr/>	<hr/>
Excess of revenues over expenses	\$ 16,971	\$ 18,582

# Financial Statement – NOTES

March 31, 2022

## 5. Wage Subsidies

	2022	2021
Post Secondary Program	\$ 21,512	\$ 24,864
Employment and Social Development Canada - Canada Summer Jobs	20,399	16,259
Colleges and Institutes Canada - Clean Tech Internship	12,200	13,661
Colleges and Institutes Canada - Natural Resources program	10,900	-
Employment and Social Development Canada - Youth Employment and Skills Program	9,350	-
Rural Jobs Initiative	7,065	7,240
Nature Canada	6,451	-
CPRA Green Jobs Initiative	5,712	-
Jobs for Youth	4,326	8,550
Perce Program	-	3,348
Government Wage Subsidy	-	1,925
	<u>\$ 97,915</u>	<u>\$ 75,847</u>

# Financial Statement – NOTES

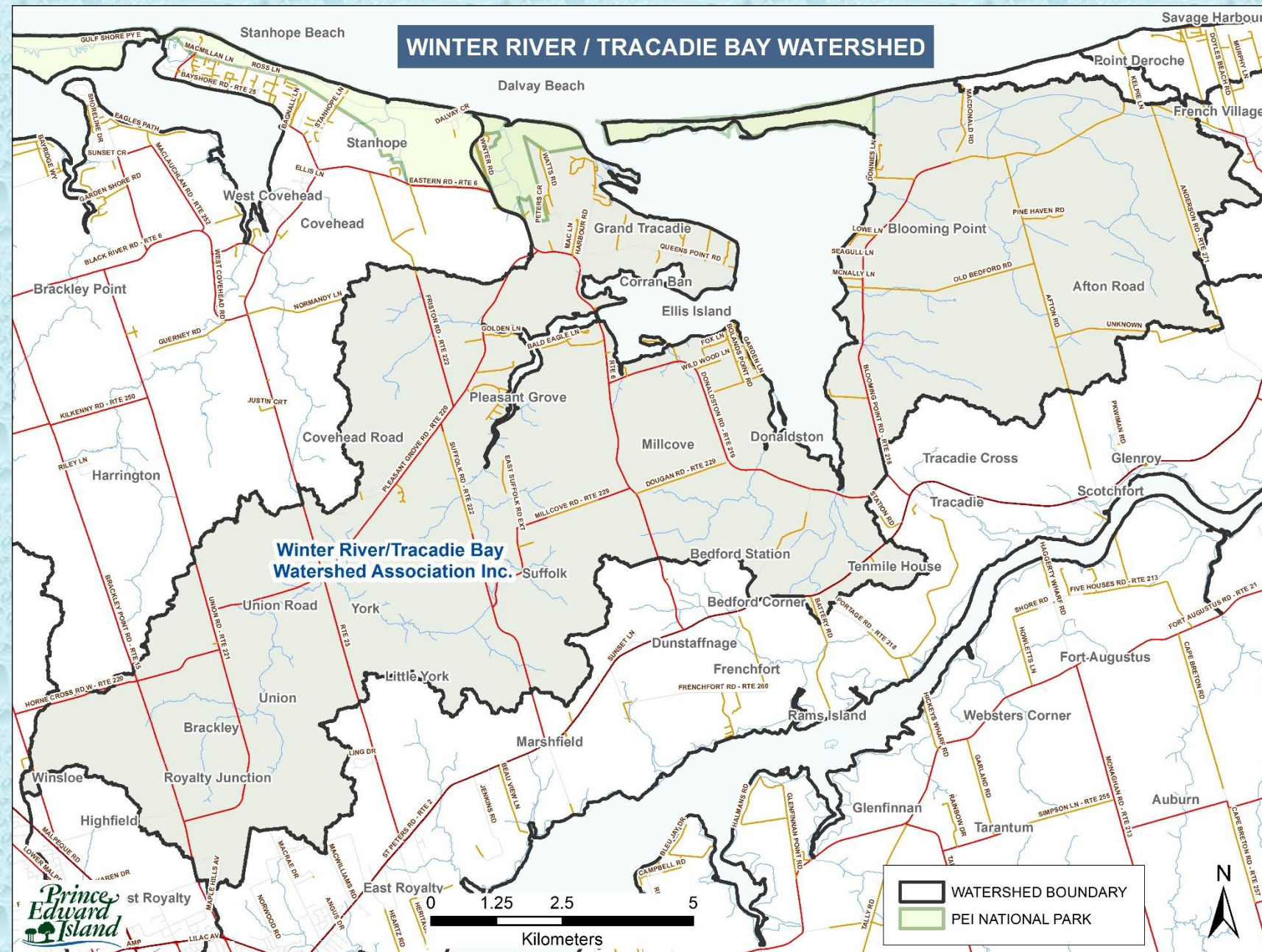
## 6. Other income

	2022	2021
Environment and Climate Change Canada - EcoAction Program	\$ 26,935	\$ 13,295
Fisheries and Oceans Canada - Coastal Restoration Fund	23,156	73,443
Atlantic Ecosystems Initiatives	7,642	5,472
P.E.I. Wildlife Conservation Fund	7,605	7,145
Cotton Trust Fund for Public Parks	2,000	-
Contract work	1,620	1,962
Donations	340	367
Interest revenue	71	59
Refunds and services	-	14,729
Innovation PEI	-	604
	<u>\$ 69,369</u>	<u>\$ 117,076</u>



# 6. Report from the Chair

Clare Martin





# 7. Report from Coordinator - Sarah Wheatley

Name	Title	Weeks	Name	Title	Weeks
Jennifer Woods	Field Supervisor & Chainsaw Operator	29	Jackson Paquet	Field crew	8
Raena Parent	Monitoring Supervisor	48	Jessica McBride	Field crew	8
Lyndsay MacWilliams	Monitoring Intern	31	Liam Poirier	Field crew	26
Ashley Artz	Field crew	14	Samantha MacSwain	Field crew & Chainsaw Operator	7
Benjamin Henger	Field crew	8	Sarah McBride	Field crew	14
Evan Cahill	Field crew & Chainsaw Operator	14			

Jenn



Raena



Lyndsay



Ashley



Benjamin



Evan



Jackson



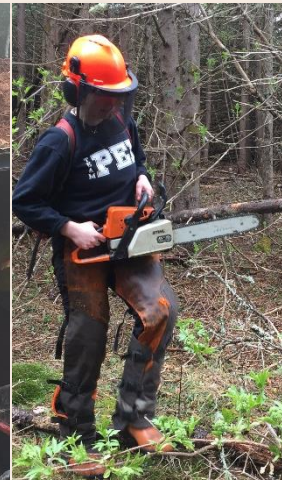
Jessica



Liam



Samantha



Sarah M





# Stream Work

- Caught up on chainsaw work by having 3 trained chainsaw operators.
- Blockages removed from 5.8 km of rivers and streams.





# Shoreline Cleanups

660 kg of waste collected around Tracadie Bay.

*Still composed mostly of aquaculture wastes.*





# Stream Cleanups

600 kg of waste collected around Winter River. Most was from old dumps. Items included:

.





# Tree planting

- 3,350 trees planted
  - Buffer zone stabilization
  - Expanding buffer zones
  - Replanting retired agricultural land





# Watershed Property

Volunteers and staff  
built two  
footbridges in fall  
2021.

These will make it  
easier for people to  
tour the property  
and see our  
demonstration  
projects.





# Culvert Projects

**Tim's Creek - Over embedded pipe.**

Left: Person standing next to pipe before installation.



Right: Pipe being placed in road.





# Culvert Projects



Left: Pipe with one end backfilled, viewed from empty end.

Top right: Pipe in place, shaping channel.

Bottom right: WRTBWA crew installing larger rocks to create meander pattern in new “stream bed”.





# Culvert Projects



Right: During heavy rains of Hurricane Ida, 2022-09-02

Left: Immediately after water started flowing through.



# Introducing Watershed Score Card

- Developed as a way to quickly see all current projects, and progress toward goals for each activity.
- Projects are organized by theme: Land, Wetlands/Rivers, Water quality, Community
- Introduce vocabulary: Nutrient loading, CABIN, RGA

LAND	WETLANDS/RIVERS	WATER QUANTITY	COMMUNITY
<b>Improve</b> <ul style="list-style-type: none"> <li>❖ Buffer zones</li> <li>❖ Forest management <ul style="list-style-type: none"> <li>➢ Planting, patch cuts, thinning</li> </ul> </li> <li>❖ Shale/storage pit management</li> <li>❖ Watershed health indicators <ul style="list-style-type: none"> <li>➢ Soil health testing</li> </ul> </li> <li>❖ Wildlife habitat <ul style="list-style-type: none"> <li>➢ Brush piles</li> </ul> </li> </ul> <b>Reduce</b> <ul style="list-style-type: none"> <li>❖ Soil erosion (roads &amp; farms) <ul style="list-style-type: none"> <li>➢ Berm/terrace project</li> </ul> </li> <li>❖ Nutrient loading</li> </ul>	<b>Improve/protect</b> <ul style="list-style-type: none"> <li>❖ Surface water quality <ul style="list-style-type: none"> <li>➢ Community Aquatic Biomonitoring Network (CABIN), Rapid Geomorphic Assessments (RGA) data for planning</li> <li>➢ Brush mats, blockage removal</li> </ul> </li> <li>❖ Groundwater quality</li> <li>❖ Bay, estuary &amp; freshwater ecosystems</li> <li>❖ Habitat connectivity <ul style="list-style-type: none"> <li>➢ Replace/repair culverts</li> </ul> </li> </ul>	<b>Reduce</b> <ul style="list-style-type: none"> <li>❖ Water extraction <ul style="list-style-type: none"> <li>➢ Increase water conservation</li> <li>➢ Track Charlottetown pumping data</li> </ul> </li> </ul> <b>Increase</b> <ul style="list-style-type: none"> <li>❖ Public policy influence <ul style="list-style-type: none"> <li>➢ Gov of PEI, City of Charlottetown</li> </ul> </li> <li>❖ Groundwater infiltration <ul style="list-style-type: none"> <li>➢ Tree planting, rain gardens</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>❖ Increase watershed knowledge <ul style="list-style-type: none"> <li>➢ Youth field trips</li> <li>➢ Social media posts, newsletters, etc.</li> </ul> </li> <li>❖ Outdoor activities that promote watershed <ul style="list-style-type: none"> <li>➢ Lady's slipper guided tour</li> <li>➢ Creating walking trail at WRTBWA owned land</li> </ul> </li> </ul>



# Watershed Management Plan: 2021-22 Fiscal Year Scorecard

Strategies

Objectives

Actions

LAND			WETLANDS/RIVERS			WATER QUANTITY			COMMUNITY		
<b>Improve</b> <ul style="list-style-type: none"> <li>❖ Buffer zones</li> <li>❖ Forest management <ul style="list-style-type: none"> <li>➢ Planting, patch cuts, thinning</li> </ul> </li> <li>❖ Shale/storage pit management</li> <li>❖ Watershed health indicators <ul style="list-style-type: none"> <li>➢ Soil health testing</li> </ul> </li> <li>❖ Wildlife habitat <ul style="list-style-type: none"> <li>➢ Brush piles</li> </ul> </li> </ul> <b>Reduce</b> <ul style="list-style-type: none"> <li>❖ Soil erosion (roads &amp; farms) <ul style="list-style-type: none"> <li>➢ Berm/terrace project</li> </ul> </li> <li>❖ Nutrient loading</li> </ul>			<b>Improve/protect</b> <ul style="list-style-type: none"> <li>❖ Surface water quality <ul style="list-style-type: none"> <li>➢ Community Aquatic Biomonitoring Network (CABIN), Rapid Geomorphic Assessments (RGA) data for planning</li> <li>➢ Brush mats, blockage removal</li> </ul> </li> <li>❖ Groundwater quality</li> <li>❖ Bay, estuary &amp; freshwater ecosystems</li> <li>❖ Habitat connectivity <ul style="list-style-type: none"> <li>➢ Replace/repair culverts</li> </ul> </li> </ul>			<b>Reduce</b> <ul style="list-style-type: none"> <li>❖ Water extraction <ul style="list-style-type: none"> <li>➢ Increase water conservation</li> <li>➢ Track Charlottetown pumping data</li> </ul> </li> </ul> <b>Increase</b> <ul style="list-style-type: none"> <li>❖ Public policy influence <ul style="list-style-type: none"> <li>➢ Gov of PEI, City of Charlottetown</li> </ul> </li> <li>❖ Groundwater infiltration <ul style="list-style-type: none"> <li>➢ Tree planting, rain gardens</li> </ul> </li> </ul>			<ul style="list-style-type: none"> <li>❖ Increase watershed knowledge <ul style="list-style-type: none"> <li>➢ Youth field trips</li> <li>➢ Social media posts, newsletters, etc.</li> </ul> </li> <li>❖ Outdoor activities that promote watershed <ul style="list-style-type: none"> <li>➢ Lady's slipper guided tour</li> <li>➢ Creating walking trail at WRTBWA owned land</li> </ul> </li> </ul>		
Metric & Goal		Done	Metric & Goal		Done	Metric & Goal		Done	Metric & Goal		Done
Trees planted	2,500	3,350	Brush mats built	10	26	Meetings with Government	2	1	Events hosted	1	2
Brush piles	10	15	River enhanced (km)	5	5.8	Sites monitored	14	##	Media articles	2	0
Total area improved (ha)	25	13.2	Culverts fixed	2	1	Charlottetown Water Extraction vs PEI Gov policy Using Joose recommendations. % by wellfield (100% meets policy) 2021 calendar year > <b>Suffolk very low, Union too high</b>	M: 90 S: 60 U: 100 B: 100	<b>M: 83</b> <b>S: 30</b> <b>U: 150</b> <b>B: 104</b>	Social media posts	50	48
# soil samples	14	28	Waste collected (kg)	1,000	1,450				Bridges built	2	2
			Stream Assessed (km)	n/a	21.2				Volunteers	15	43
			Sites assessed with CABIN	15	16				Youth involved	25	26

Last updated: 2022-04-19

Goal achieved Goal not achieved Updated info Need data

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Ongoing COVID-19 pandemic restrictions...

Full management plan available online at

<http://wintertracadie.ca/documents/wmp-2/>



# We would like to thank all our funding partners for their support in 2021-22

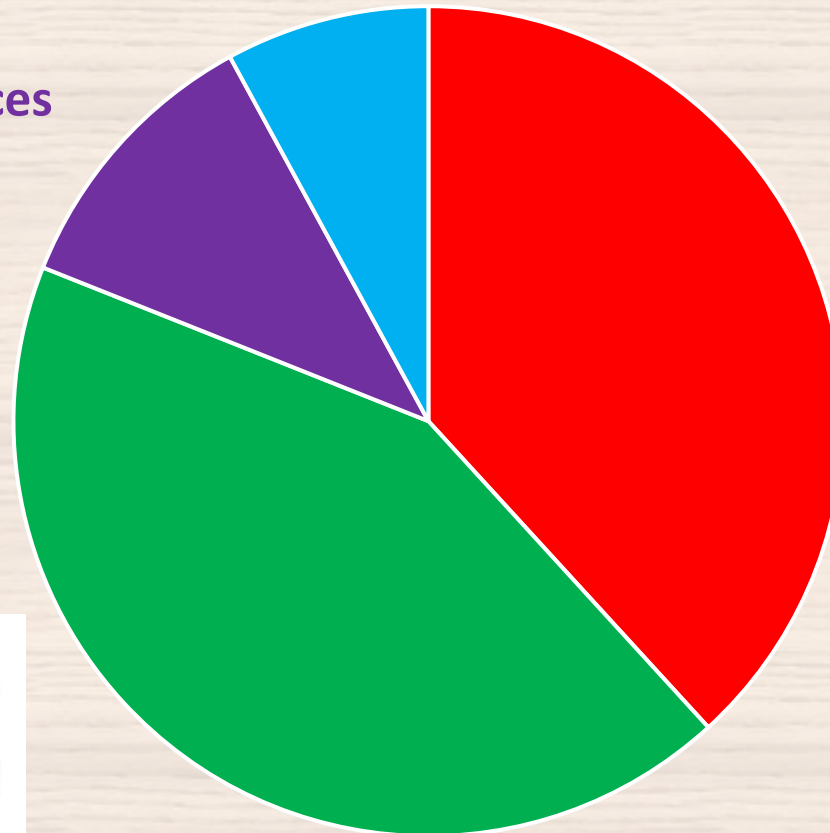
- Employment & Social Development Canada: Canada Summer Jobs
- Environment and Climate Change Canada:
  - EcoAction Community Funding Program
  - Atlantic Ecosystems Initiatives
- Fisheries and Oceans: Coastal Restoration Fund
- Cotton Trust Fund for Public Parks
- Jobs for Youth
- Post Secondary Program
- Rural Jobs Initiative
- Watershed Management Fund
- City of Charlottetown
- Colleges and Institutes Canada:
  - Clean Tech Internship
  - Natural Resources Internship
- Canadian Parks and Recreation Association: Green Jobs
- Nature Canada: Winter Youth Grant
- PEI Wildlife Conservation Fund



# Our funding sources for 2021-22



Non-government sources





# Funding for 2022-23

Approved    \$153,123	Pending    \$100,000	
Coastal Restoration Fund (2017-2022) Exxtended one more year, carry forward money from last year (not included in total above)	<i>EcoAction (2022-25)</i>	Multi-year federal projects
EcoAction (2020-23)		
Atlantic Ecosystem Initiatives (2020-23)		
Canada Summer Jobs	<i>Clean Tech Internship</i>	Single-year projects
Skills PEI: Post Secondary Program	<i>City of Charlottetown</i>	
Watershed Management Fund	<i>Jobs for Youth</i>	
Wildlife Conservation Fund	<i>Percé Program</i>	



# Plans for 2022-23

More field staff are starting work each week

Name	Title	Weeks
Lyndsay MacWilliams	Field Supervisor	35+
Raena Parent	Monitoring Supervisor/ Chainsaw Operator	35+
Brittany Steele	Assistant Supervisor	9
Sydney MacSwain	Field Crew	15
Christopher Levesque	Field Crew	15
Gabrielle MacMillan	Field Crew	15
Connor MacLeod	Field Crew	12
Liam Jenkins	Field Crew	12
Reid Monaghan	Field Crew	9
Colin Pater	Field Crew	8
Pending other funding, 0 to 3 additional staff		



*Raena and Lyndsay recently attended chainsaw training, to prepare for the field season.*



# Plans for 2022-23

## Tree planting

- Extra tree planting, still trying to make up for minimal planting in 2020
- Goal: 3,500
- Approximately 500 done so far, awaiting delivery of next order
- Approval expected on other major project in late summer. Forestry enhancement activities could start in fall, including invasive species removal and patch cuts.

*TOP: Sam planting trees and shrubs in expanded buffer zone. Additional work needed this year.*

*BOTTOM: Patch cut prepared for planting this year*





# Plans for 2022-23

## Culvert at MacAulay's Creek

Donaldston Road will have a temporary detour between Corrigan Rd and Station Rd this summer, while we work with Dept. of Transportation to replace this culvert.



*Left: Angela Banks (Watershed Alliance) looks at MacAulay's creek/Donaldston Rd culvert. Right: Map of area*



# Plans for 2022-23

## Work on WRTBWA property

- Improve trail in wet areas and steep slopes
- Habitat enhancement projects

*Our property in Suffolk on Winter River, with orange contour lines in 0.5 m increments showing that it has very steep areas, and low floodplain areas*





## 8. Board of Directors for 2022-23

### **Returning Members**

- Clare Martin, Millcove
- Dwayne McNeill, Charlottetown
- George Coade, Suffolk
- Jay Carr, York
- Jean-Paul Arsenault, Charlottetown
- Jeff Bysterveldt, Millcove
- Lowell Vessey, York
- Matt Steeves, Charlottetown

### **Nominees for 2022-23**

- Carol Murphy, Stratford
- Philip Murphy, Suffolk
- Shauna Barry, Blooming Point

### **Retiring members from 2021-22**

- John Hughes, Corran Ban
- Patrick Lévêque, Suffolk



## 9. Thanks to John and Patrick



2014 Environmental Awards: Frank Lewis presents John with award.



John and Patrick on the WRTBWA-owned land in November 2021, helping plan a bridge project on a snowy day.



# 10. Other Business & Upcoming Events

- Any other topics to discuss?

## Upcoming Events

- Lady's Slipper Hike
  - Saturday June 11th 10am to noon
  - Alternate date, if blooms are late, Sat June 18.
  - Guided tour again (after self-guided version last year)
- Glenaladale Estate – 250th Anniversary festival
  - June 25 to July 3
  - Full schedule available online > [glenaladalefestival.ca/](http://glenaladalefestival.ca/)





# 10. Adjournment

**Thanks for attending this evening.**

**Hint, hint ...**

- You can donate online at [WinterTracadie.ca/Donate](http://WinterTracadie.ca/Donate)
  - Secure transactions powered by [CanadaHelps.org](http://CanadaHelps.org)
- We can issue tax receipts for other donations (materials, property, or cheques).

