

Winter River – Tracadie Bay Watershed Association (WRTBWA)

Minutes of the Meeting of the Board of Directors of the WRTBWA
Held at the WRTBWA office on February 21, 2024, at 7:00 pm

Present: Dwayne McNeill, Jean-Paul Arsenault, Raena Parent, Lowell Vessey, Philip Murphy, Shauna Barry, Clare Martin, and Cassandra Gautreau

Absent: Matt Steeves and Jeff Bysterveldt

Guest: Loman Cannall

1. Minutes of the January 17 meeting

Draft minutes were reviewed.

Moved by Lowell, seconded by Clare that the minutes of the meeting be adopted. Motion carried.

2. Report from the Chair

- Dwayne reported that he toured our property on the Suffolk Rd. with Raena and contractor Greg MacDonald. Raena presented a plot plan showing possible locations of the parking lot, office, septic tile field, and well.
- Next step is to apply for a building permit and install the septic tile field and well in FY 2024-2025. Soil tests will be done in the spring for the tile field.
- A culvert is in place so there should be no issue with access from Rte, 222.
- It was pointed out that we'll need a storage building for equipment.

3. Lowell presented the Treasurer's report for the months of January

	<i>Chequing account</i>	<i>Savings Account</i>
Opening Balance: Jan. 1, 2024	\$107,437.31	\$85,263.68
Less o/s cheques	\$3,963.69	
Plus deposits	\$7,906.50	\$137.59 (Interest)
Plus o/s cheques	\$4,345.51	
Less expenses	<u>\$26,579.71</u>	
Closing balance: Jan. 31, 2024	\$89,145.92	\$85,401.27

Moved by Lowell, seconded by Jean-Paul that the Treasurer's Report for January 2024 2023 be adopted as presented. Motion carried.

- In response to a question, Raena explained that Trim Landscaping worked five days to remove dangerous trees felled by Fiona at a cost of approximately \$8,000. The cost was offset by a grant from the Watershed Alliance. There is a possibility of additional funds in FY 2024-2025. Raena was asked to send out landowner permission forms with a view to doing more work of this nature on private properties on the watershed.
- Raena explained that we're projecting a budget surplus and presented a list of items not yet purchased. Members agreed with the list as presented; it was noted that a motion approving the list was passed at the January Board meeting.
- Philip agreed to help Raena to shop for rechargeable tools.

4. Field Committee Report

- Raena explained that she will convene a meeting of the Committee in March.
- Members discussed damage caused by Fiona to the path at Tim's Creek. Trees are blocking the path and the small bridge was washed away. Raena was asked to contact the property owners, Gerard and Bernie Fitzpatrick, to see what, if anything, they would like to have done and to determine whether the WRTBWA can help.

5. HR Committee Report

- Raena reported that she has started working on staffing plans for the 2024 field season.
- Three Board members will meet with Raena to do her performance evaluation prior to her anniversary date on May 1.

6. Communication and Outreach Committee Report

- The Winter River snowshoe event on February 18 was attended by 27 people.
- The Atlantic Water Network article was published.
- Members discussed ways to pay tribute to George Coade, long-time Board member who passed away in January. He joined the Board in 2010 and served until 2022; Chair from 2014 to 2019. Clare will draft a message for our Facebook page. Lowell will verify with George’s wife, Charlene, that the family is OK with this. Other ideas will be explored, including a more permanent commemoration.
- The Committee is putting together a lesson plan for Grade 5 and 6 students in collaboration with the Department of Education’s curriculum consultant. The lesson plan will be tested in May-June.
- Raena reported that the City has asked the WRTBWA to help with the “Water School” for students in Charlottetown schools. There was strong support for this idea.

7. Coordinator’s Report (sent in advance)

The Watershed Alliance is interested in renting space from us to store a trailer and planting equipment. Raena will explore this further with Heather Laiskonis and report to the next Board meeting with a recommendation.

8. Review of the Scorecard

- Raena reported that we will meet all goals for FY 2023-2024. It was suggested that she review goals with the Field Committee and determine whether changes are required for FY 2024-2025.

9. Other Business

- Raena now has access to our CRA account, in addition to Clare. It was suggested that an additional Board member should have access. Clare will speak to Lowell to see if he would accept.

10. Next Meeting

- The next regular Board meeting will be held on Wednesday, March 20, at 7:00 pm at the WRTBWA office.

Meeting adjourned at 8:30.

Signature – Dwayne McNeill, Chair of WRTBWA

Date

Signature – Jean-Paul Arsenault, Secretary of WRTBWA

Date