

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 January 17, 2024, at 7:15 pm

Present: Dwayne McNeill, Jean-Paul Arsenault, Raena Parent, Lowell Vessey, Philip Murphy, Jeff Bysterveldt, and Shauna Barry

Absent: Matt Steeves, Clare Martin, Cassandra Gautreau

1. Minutes of the November 15 meeting

Draft minutes were reviewed.

Moved by Jeff, seconded by Philip that the minutes of the meeting be adopted. Motion carried.

2. Report from the Chair

- Dwayne reported that the Water Committee met with representatives of the City and the Province on December 13. The meeting went well. Key findings were that water extraction levels exceeded capacity at the Brackley wellfield and were significantly below capacity at the Suffolk wellfield.

3. Lowell presented the Treasurer's report for the months of November and December

	<i>Chequing account</i>	<i>Savings Account</i>	
Opening Balance: Nov. 1, 2023	\$112,356.62	\$72,657.39	
Less o/s cheques	\$8,313.46		
Plus deposits	\$51,952.02	\$12,606.29	(Interest & deposit from chequing)
Plus o/s cheques	\$3,963.69		
Less expenses	<u>\$52,491.56</u>		
Closing balance: Dec. 31, 2023	\$107,467.31	\$85,263.68	

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

- Raena presented a budget update for FY2023-2024 showing a forecast surplus of \$55,000. Members reviewed a list of proposed expenditures prepared by Raena and suggested the following: additional equipment such as an electric chainsaw with batteries, tablets for field work, office equipment, and pre-paying office rent for FY2024-2025.

Moved by Shauna, seconded by Jeff that Raena be authorized to purchase equipment on the list presented and that she look into other possibilities such as work that might be carried out on our property. Motion carried.

4. Draft FY2024-2025 Budget

Raena presented a proposed budget with projected revenues and expenditures. No decision was made but members were in general agreement with the budget as proposed. It was noted that the HR Committee should review the pay plan to determine whether labour market conditions have changed and whether a CPI adjustment would be justified.

5. Field Committee Report

- Raena reported that we have bought a canoe (\$500), and an electric chainsaw with batteries (\$2,260).
- Clare and Raena toured the WRTBWA property with John Hughes and George Coade to assess the condition of the bridge damaged by Fiona. It was decided to demolish the bridge and have the root fan of the large tree that damaged the bridge removed. A local handyman demolished the bridge at no cost to the WRTBWA.

6. HR Committee Report

- Lyndsay MacWilliams' last day of work was December 15. She has accepted a position with the provincial government.
- Raena reported that our contagious illness policy has been revised to correct a problem experienced last fall.

7. Communication and Outreach Committee Report

- We will host a winter hike in collaboration with the City of Charlottetown, probably on February 17.
- Raena met with the curriculum lead for K-6 schools (English Language School Board) regarding the development of a watershed workshop in schools. There is a high level of interest in developing this. Members stressed the importance of working with Charlottetown-area schools given the City’s request that we use their grant for educational purposes.
- Raena reported that a draft of the Atlantic Water Network article was completed.

8. Coordinator’s Report (sent in advance)

- Raena reported that the WRTBWA is now a member of the Charlottetown Climate Adaptation Working Group. She attended an introductory meeting recently.

9. Review of the Scorecard

- Raena updated the Board on operations. It was noted that almost all FY2023-2024 targets have been met, and some were exceeded.

10. Other Business

- There was no other business.

11. Next Meeting

- The next regular Board meeting will be held on Wednesday, February 21, at 7:00 pm at the WRTBWA office.

Meeting adjourned at 8:40.

Signature – Dwayne McNeill, Chair of WRTBWA

Date

Signature – Jean-Paul Arsenault, Secretary of WRTBWA

Date