

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 November 8, 2023 at 7:00 pm

Present: Dwayne McNeill, Raena Parent, Clare Martin, Philip Murphy, Cassandra Gautreau, and Shauna Barry

Absent: Matt Steeves, Jean-Paul Arsenault, Jeff Bysterveldt, Lowell Vessey

Guest: Loman Cannall

1. Minutes of the October 18, 2023 meeting

Draft minutes were reviewed.

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

2. Report from the Chair

- The chair didn't have anything to report.
- Dwayne mentioned that a plan for a staff lunch in December should be finalized.

3. Raena presented the Treasurer's report on Lowell's behalf for the month of October

	<i>Chequing account</i>	<i>Savings Account</i>	
Opening Balance: October 1, 2023	\$102,222.24	\$72,540.33	
Less o/s cheques	\$5,933.00		
Plus deposits	\$35,166.64	\$117.06	(Interest)
Plus o/s cheques	\$8,143.00		
Less expenses	<u>\$27,242.86</u>		
Closing balance: October 31, 2023	\$112,356.62	\$72,657.39	

- The grant from the City of Charlottetown has been received.

Moved by Philip, seconded by Clare that the Treasurer's Report for November be adopted as presented. Motion carried.

4. Field Committee Report

- Raena looked into battery operated chainsaws but the longest lasting battery is 1.5 hours so there would have to be several batteries purchased for a day of chainsaw work.
- It was mentioned that an electric saw would still be a good addition to the fleet, and the batteries might be universal to fit different types of equipment.
- Raena said that they have one gas saw that they are having difficulties starting. That wouldn't be a problem with an electric saw. It was decided that Raena would purchase a mid range electric saw with a 16" bar and two additional batteries.
- The bridge on the watershed property was damaged during Fiona. Jeff is going to call some local folks about fixing the bridge. Clare is going to contact a local tradesman. Raena agreed that her and her crew will clear any trees that could impede access to the bridge.
- Raena received ACOA funding for chainsaw work. The work was too dangerous for her crew so she contacted Trim (a company recommended by the Watershed Alliance) to do the work. They need a permit to work near streams in buffer zones but the permit could take 6 weeks to receive. Raena is applying for the permit regardless. The Watershed Alliance said that the funds can be used for any type of chainsaw work so Trim is going to clear some trees on the trail on the WRTBWA property. Other funds from ACOA are going toward milage, a chainsaw helmet, a new chainsaw, and WRTBWA chainsaw operators. There is a March deadline to use the funds, however there is potential for extension.

5. HR Committee Report

- The HR committee is waiting for the entire committee to be available to discuss Lyndsay's raise on her upcoming raise anniversary date, and the potential to extend Will's contract.

6. Communication and Outreach Committee Report

- It was decided that Raena would reach out to the City of Charlottetown about a winter snowshoe/hiking event. The City is supportive and the event will be planned for mid-February.
- Raena contacted the scout group but has not heard back. It was discussed that we should go to these groups for their regular meetings instead of getting them to come to us.
- It was mentioned that the funding from the City requires an education portion for the youth of Charlottetown. It was suggested that Raena reach out to the science consultant with the school board to see where we could fit in a curriculum for education in schools.
- Raena met with the Atlantic Water Network regarding an article in their publication. The article will be ready by March so it will be published within this fiscal year for funder requirements.
- Clare got her Criminal Record Check for the "Youth on Board" program. Shauna is getting her criminal record check for when Clare is traveling in January and February.
- The "Youth on Board" participant is Loman Cannall and he attended part of this meeting. Loman is from Stanhope-Covehead. He was previously a part of the Covehead Watershed group. He attends Charlottetown Rural and he is in Grade 10.

7. Coordinator's Report (sent in advance)

- WRTBWA received more money from the Watershed Management Fund this year compared to last (\$78,000 last year, \$90,000 this year). Last year we fell short with community events and relationships with municipalities on the scorecard that we are graded on. It was noted that we improved in these areas this year.
- Raena applied for the fall Wildlife Conservation Fund and received some funding for adding educational pieces to our website. This will provide some winter work for staff.
- Raena started the micro-credential course at Holland College on Carbon Sequestration. At the end of the course there is a project where Raena will create a plan for carbon sequestration for a pre-determined watershed.
- Raena spoke to our landlord about putting out a road sign. He is going to look into applications to put a sign back up.
- The crew cleaned up the WRTBWA signs along the roads.
- Raena updated the by-laws on the website.

- Raena spoke to Mary Finch (watershed ecologist) about beavers in our watershed. She suggested that we relook at our Beaver Management Plan. There was a beaver dam in the culvert on the Hardy Mill Road and the Department of Transportation was contacted to clear it. Raena agreed to look over the Beaver Management Plan this winter.
- Raena suggested that the water committee should reconvene
- Reserve fund: in April 2021, it was suggested that the reserve fund should be at least \$85,000. Based on the five-year average it should be at least \$80,325. The reserve fund is currently at \$72,657.39. There are more funds in the bank account than what is required for the remainder of the fiscal year.

Moved by Clare, seconded by Cassandra that the reserve fund should be increased to \$85,000 from the current balance of \$72,657.39. Motion carried.

- Raena sees a need for a canoe and new data loggers. Sarah’s canoe was used previously. Phil will help Raena look into canoe options.

Moved by Phil, seconded by Clare that a canoe or boat should be purchased for an amount of up to \$2,000. Motion carried.

Moved by Cassandra, seconded by Phil that three data loggers should be purchased for an amount of up to \$2,000. Motion carried.

- WRTBWA has been added to the Community Foundation Giving Tuesday Campaign’s website to advertise for charitable donations.
- The truck is booked in for tire change, inspection and undercoating. It was noted that the summer tires are no longer good and that the cost of new ones will be worked into the budget for the spring.
- Raena was extended an invitation to participate in Charlottetown’s Climate Change Adaptation Working Group. Raena is interested in sitting in on the working group. She will let the board know if someone else from the board should attend after she attends the first meeting.

8. Review of the Scorecard

- Raena presented the goal for trees planted has been surpassed. She expects to hit the goals for total area improved and streams assessed before winter.
- The water committee should meet with the City of Charlottetown to meet the goal for number of meetings with government.

9. Other Business

- CRA requested a letter to regain access to the account. Clare sent the letter and is waiting to hear back about next steps.

10. Next Meeting

- The next regular Board meeting will be held on Wednesday, January 17th, 2024 at 7:00 pm at the WRTBWA office.

Meeting adjourned at 8:15.

Signature – Dwayne McNeill, Chair of WRTBWA

Date

Signature – Jean-Paul Arsenault, Secretary of WRTBWA

Date