

# Winter River – Tracadie Bay Watershed Association (WRTBWA)

Minutes of the Meeting of the Board of Directors of the WRTBWA

Held on March 27, 2018, 7:00 pm at the office of the WRTBWA at 13977 St, Peters Road, Marshfield, PEI

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**Present:** George Coade, John Hughes, Cathy Corrigan, Lowell Vessey, Ryan Winters, Sarah Wheatley, Esther Currie, Meghan McCarthy, and Matt Steeves.

**Absent:** Clare Martin, J.P. Arsenault, Scott Stevens

George called the meeting called to order at 7:02pm.

## 1. Minutes from the February 20, 2018 meeting:

Minutes from February meeting read, motioned by John and seconded by Cathy. All were in favour of the minutes and approved. Motion carried.

## 2. Chairperson's Report from George:

- George congratulated Matt for becoming a new father.
- Winter River Water Committee meeting today with the City and the Province.
  - Bruce did a small intro for province, Richard gave an update on the City, and George and Sarah gave update.
  - The Miltonvale site is now pumping 7 hours/day during the week, and not at full pumping capacity. Currently staff must be onsite to monitor the pressure.
    - George stated wished it produced more - designed for a max of 800 gpm, however existing permit would allow for 1050 gpm. The 800 gpm flow works better with other existing parts of the water supply system.
    - George also felt some of his questions weren't really answered.
  - Matt stated that the City is not going to volunteer to reduce extraction. The City will abide by the permit and if able to extract they will. They should revisit the Act and what they can...
  - Update on Suffolk wellfield – two test wells were drilled, but third was not done yet.
  - Province needs to issue a new permit for the city, but the question is when?
    - Preliminary data from UPEI will be available soon, but full recommendations are a few years away.
    - Should a new permit be put in place or should we wait for UPEI's data to see how well this is doing?
    - The Water Act and associated regulations will also not be in force for about five years, so Province may wait until then to issue a new permit to City for all wellfields. They don't want to keep revising permit every year or two.
    - George states we need to put some pressure on the Province, to issue permit sooner than five years.
  - George also mentioned the road work/culvert replacement to improve fish passage.
- Woodlot Owners Association annual meeting on April 14<sup>th</sup>. Chair John Rowe invited us to attend and set up informational display. Sarah will attend, but George is unable to attend due to travel plans.
- Cornwall Watershed AGM on May 9<sup>th</sup> at 6:00 pm with guest speaker Dr. Michael van den Heuvel (UPEI) discussing his research on Coles Brook and impacts from Miltonvale wellfield.

## 3. Treasurer's Report – Lowell Vessey

- February 01, 2018: Opening balance: \$52,188.91 (less o/s cheques of \$4,742.93 = \$47,445.98)
- Revenue of \$2,061.69 (Watershed Management Fund, water makeover participation fees). Expenses total \$11,942.40
- February 28, 2018 closing balance: \$39,231.14 (less o/s cheques \$1,665.87).

## 4. Committees

- Field Committee: John discussed Sarah's work plan for Watershed Management Fund. It might need some fine tuning but commended Sarah on her work. Reviewed WMF program funding priorities. Everyone agreed with the work plan.

## 5. Coordinator's Report – Sarah Wheatley

- Communications
    - Newsletter articles written by JP and edited by Sarah discussed. Discussion had regarding the length of each article and the whole newsletter. It was decided to wait until we speak to Vanco before deciding on one article.
    - Decided to rewrite articles with more graphs/images and bullet points of important content. We can put more detailed versions of articles on our website and keep the newsletter more simplified.
    - Sarah hoping to have document to Kwik Kopy in time for delivery by May 12<sup>th</sup>.
  - CBC story on water makeover program. So far 51 are done, 5 more scheduled and perhaps yet another 12 more to do.
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- Sarah discussed need for new camera with GPS capability and handheld GPS. Discussion about getting old smartphones that can work better than some equipment. Matt mentioned the model of GPS that Stantec uses for plotting points and navigation. Approval reached for the purchase of the camera to the value of \$500-\$600 and a new GPS for \$400-700.
- Fix it Fair – Sarah discussed the fair informed the members how it went.
- Coastal Restoration Fund project
  - Sarah met with Angela Douglas to discuss next steps for fishway project. Perhaps best to finish engineering work and get firm quotes from companies before deciding if we have enough money to conduct project. Engineer’s current rough estimate might be significantly higher or lower than contractor quotes.
  - Ducks Unlimited meeting (Scott, Matt, John, and Sarah): Ducks Unlimited advised we should have a 25% reserve fund dedicated to ongoing fishway maintenance and said we should create a proposal if we wanted to request funding support. George asked if we would have to come up with an agreement with Ducks Unlimited? Yes, we need to definite responsibilities of each group for future operations of both fishways.
  - George motioned to request Brian to finish the engineering for \$7,000, then get quotes from contractors before making our final decision. Ryan seconded and **Motioned was carried.**
  - Ryan asked about having a dedicated reserve while we are executing the project. Sarah says we will have a general reserve of about \$74,000 by 2020. Sarah reminded us that we must spend all money allocated within a given year for a given project, except for the City’s grant and private donations. Reserve is mainly for cash flow purposes.
  - George mentioned it would be valuable to have someone on site during the entire construction phase to view the trucks. Who will supervise the project?
- Employees for summer – likely Sarah, Vanessa, Trent, Matt, 6-month intern, 3 students, and 1 person to help in the fall.
- School Field Trip – Sarah talked to Robin Goss, Parkdale grade 6 teacher about possible field trip for 4 classes. Teacher will organize bussing. It would be like Stonepark event last summer: tree planting, shore clean-up, and a picnic. Suggests 2 classes each trip for two dates in late May or early June. John asked about flags to mark locations for tree planting?
- Atlantic Data Stream Project – Designed to help groups in the Atlantic share data. Sarah provided our data to project.

**6. New Business**

- Policy for gift appreciation leaving board members.
  - Decided to give a framed photo to retiring members and create a plaque for the office engraved with the leaving member’s name. We will also add former board members (ex. Don Mazer, Rod Dempsey) to the office plaque. Motion by John that the policy be adopted and seconded by Cathy. Motioned carried.
- Watershed Report Card (State of the Watershed Report)
  - Matt brought example reports with different ways to present data related to environment of the watershed.
  - He found colours and arrows showing trending were a good way to demonstrate results. There are good reports from Ontario, but some were text heavy.
  - Possible topics for us to include: Nitrate, fish habitat, phosphate, other water quality metrics, forest cover, PEI water quality report cards. Matt could help come up with 6-8 topics for a table of contents.
- AGM
  - Discussion about dates, and decided on May 22.
  - Meghan is leaving as of May, and Clare is coming aboard. We still have opening for 2 more members.
  - Possible topics for the AGM: Hedgerow removal – “What is a hedgerow and how does it function?” maybe someone from the Hedgerow planting program could be a speaker.
- Glenaladale Heritage Trust purchased the Glenaladale property – a 529 acre parcel including a 4 story house. Cathy stated that Holland College will help with renovation. May have walking tours in April or May. Morris MacDonald had been farming it, but this is his last year.

**7. Next Meeting**

Meeting adjourned 9:28. Next meeting: April 17, 2018

Signature – George Coade, Chair of WRTBWA	Date
Signature – Esther Currie, Secretary of WRTBWA	Date