

Winter River – Tracadie Bay Watershed Association (WRTBWA)

Minutes of the Meeting of the Board of Directors of the WRTBWA
Held at the office on July 20, 2022, 7:00 pm

Present: Dwayne McNeill, Clare Martin, Sarah Wheatley, Jean-Paul Arsenault, Lowell Vessey, Carol Murphy (via Zoom), Philip Murphy
Absent: Matt Steeves, Jeff Bysterveldt, Shauna Barry

1. Minutes of the June 15, 2022, meeting

Draft minutes were reviewed. No changes were made.

Moved by Clare, seconded by Philip that the minutes be adopted as read. All in favour. Motion carried.

2. Chairperson's Report – Dwayne McNeill

- The WRTBWA sent a response to the Watershed Alliance about best management practices (BMPs) prepared by the AgriWatershed Partnership. There does not appear to be an opportunity for the Association to submit a project under the Partnership.
- Dwayne noted that false emails are being sent out on behalf of several Board members. He suggested that Board members inform Sarah if they wish their email addresses to be removed from the Association website.

3. Treasurer's Report – Lowell Vessey

	<i>Chequing account</i>	<i>Savings Account</i>
Opening Balance: June 1, 2022	\$156,712.12	\$71,195.13
Less o/s cheques	\$3,209.17	
Plus deposits	\$80,715.64	\$25.75 (Interest)
Plus o/s cheques	\$7,804.68	
Less expenses	<u>\$37,016.62</u>	
Closing balance: June 30, 2022	\$205,006.65	\$71,220.88

- The reserve fund policy will be re-visited in October after the field season is over.

Moved by Lowell, seconded by Philip that the Treasurer's Report be approved as presented. All in favour. Motion carried.

4. Field Committee

There was nothing to report.

5. Office Committee

There was nothing to report

6. HR Committee

- Clare presented Terms of Reference for the HR Committee prepared by herself and Jean-Paul.
Moved by Clare, seconded by Jean-Paul that we adopt the Terms of Reference for the HR Committee as presented. All in favour. Motion carried.
- Jean-Paul presented proposed changes to the Bylaws prepared by himself and Clare. One relates to the change in date of the Annual General Meeting to the fall; several involve the removal of redundant articles; and several relate to the definition of membership and substituting "community of interest" for "member". Clare will email the table showing proposed changes to members of the Board and a further discussion will take place at the next Board meeting at which time a decision will be made on which changes will be submitted for approval at a Special Meeting of the Corporation.
- Philip's suggestion that we advertise the work of the WRTBWA at the Winter River trailhead and find some way to track users of the trail will be referred by Sarah to the Outreach Committee for their consideration.

7. Coordinator's Report (sent in advance)

- Sarah reported that the WRTBWA did not submit a project to the Supplemental Watershed Management Fund Program. We were simply not able to meet the application deadline due to operational requirements.
- In response to a question on social media posts, Sarah explained that staff are encouraged to take photos of the work they are doing each day. It was suggested that we consider offering a weekly \$20 gift card to a staff member whose photo is selected at random as a way of encouraging them to maintain a visual record of our field work.
- The Dougan Rd. culvert has been installed by contractors, now the Department of Transportation, Infrastructure and Energy needs to complete work on the roadbed.

8. Review of the Scorecard

- Sarah reported that most planned operational activities are on track.

9. Other Business

- Discussion took place regarding a staff fun day. It was decided that Sarah will poll staff and report to the Board on possible dates and a preferred activity.

10. Next Meeting

- August 17 at 7:00 pm.

Meeting adjourned at 8:45

Signature – Dwayne McNeill, Chair of WRTBWA

Date

Signature – Jean-Paul Arsenault, Secretary of WRTBWA

Date