

Winter River – Tracadie Bay Watershed Association (WRTBWA)

Minutes of the Meeting of the Board of Directors of the WRTBWA
Held on June 16, 2021, 7:02 pm by Zoom

Present: Clare Martin, John Hughes, Sarah Wheatley, Jean-Paul Arsenault, Dwayne McNeill, Lowell Vessey, George Coade, Hilary Shea

Absent: Jeff Bysterveldt, Matt Steeves, Patrick Lévêque, Jay Carr

1. Minutes of the May 19, 2021 meeting

Draft minutes were reviewed with no changes.

Moved by George, seconded by Hilary that the minutes be adopted as written. All in favour. Motion carried.

- There were no questions arising from the minutes.

2. Chairperson's Report – Clare Martin

- Clare reviewed decisions taken at the June 2 meeting. The Executive for the 2021-2022 year is: Chair, Clare Martin; Vice-Chair, Dwayne McNeill; Treasurer, Lowell Vessey; Secretary, Jean-Paul Arsenault. Field Committee: Jay, Jeff, Hilary, George, John, and Matt. Water Committee: Clare, Jay, Matt, Patrick, and Hilary. Other committees will be formed as necessary.
- Clare reported that Sarah accepted the Board's offer of the compensation package for 2021-2022.
- While we received verbal notification of our funding from the City of Charlottetown from the Chair of the Water and Sewer Utility, Councillor Bob Doiron, no funding has been received to date. Clare recently followed up with Councillor Bob Doiron, who referred her to Richard MacEwen. Richard requested additional information, which Sarah provided by email on June 9. It was decided that we should wait until the end of June before contacting MacEwen again.
- Clare reported the results of an exit interview we did with Brittany Steele, Field Supervisor, who left us after two years in the role to continue her studies in Education. She was very positive about her experience with us and raised a few minor concerns that have since been addressed.

3. Treasurer's Report – Lowell Vessey

	<i>Chequing account</i>	<i>Savings Account</i>	
Opening Balance: May 1, 2021	\$49,293.37	\$ 71,101.96	
Less o/s cheques	\$1,597.89		
Plus deposits	\$37,875.50	\$6.04	(Interest)
Plus o/s cheques	\$6,005.32		
Less expenses	<u>\$13,276.81</u>		
Closing balance: May. 31, 2021	\$78,299.49	\$71,108.00	

Moved by Lowell, seconded by John that the Treasurer's report be adopted as presented. All in favour. Motion carried.

- The reserve fund policy is not yet ready to present to the Board for final approval.
- There was discussion about cash versus accrual accounting systems. Sarah explained that she uses both currently, but mainly an accrual system. No change is required until early 2022 when the issue will be brought forward for a decision by the Board.

4. Field Committee Report

- Committee has not met since the last Board meeting and none is required in the near future.
- There was a discussion about dredging of Officer's Pond. It was decided that without a compelling reason and major additional funding, the project is not likely to happen. It was noted that it is a privately-owned pond. Hilary suggested that several watershed groups could get together at some point and collaborate on a project to dredge private ponds. No further action will be taken on the matter.

5. Coordinator's Report (sent in advance)

- The Tim's Creek culvert replacement project is scheduled for mid-July. Our summer employee, Evan, who is a student in Environmental Engineering (UPEI>Dalhousie), will be on site to record the work. Other culvert replacement projects are planned but there is nothing definite at this point (possibly Friston Rd. and the Black R. on Donaldston Rd.)

- At the AGM, Mayor Brown challenged information we presented in the newsletter on City water withdrawal rates. Sarah explained that his graphs included data to which we do not have access. The City is within the permitted amount of water withdrawal from the Winter River watershed and has been since the Miltonvale Park wellfield came on line. However, they are still extracting more than they should from some wellfields in our watershed, based on a 2015 provincial policy. Sarah stands by the figures we reported in the newsletter.
- Sarah attended a meeting of the North Shore Municipality and made a presentation. She reported on presentations given by Adam Fenech of the UPEI Climate Lab and by Sarah Stewart-Clark.
- Regarding the new timesheet, Sarah reported that she and George have developed a “Staff Biweekly Payroll” sheet. The final version was presented to the Board for information; in future, they will be submitted to Lowell as per a previous decision of the Board.

6. Review of the Scorecard

- A significant change was noted; 3,000 seedlings have been planted to date.

7. Letter from the Coalition for the Protection of PEI Water (sent in advance)

- Clare noted that we have been asked by the Coalition to add the WRTBWA to the list of organizations supporting the letter.
- Following discussion, Board members decided that we can not support the letter as written.

8. Volunteer Requests

- Sarah asked for direction on how to handle requests from groups wanting to volunteer, i.e., a blanket policy or case-by-case? Following discussion, it was decided to let Sarah use her judgement and respond to requests on a case-by-case basis.

9. Private Funding Sources

- General discussion on whether and how to solicit corporate and private donations.
- Sarah was asked to review what other watershed groups are doing; how much they spend on private fund-raising and how much its costs; whether requests are targeted; should we solicit funds for specific projects (e.g., watershed property, educational activities) or general revenue. Tabled for discussion at a future meeting.

10. Follow-up to Annual General Meeting

- It was proposed to post the draft minutes of the 2021 AGM on our website. There was general agreement that we do so for information purposes.
- Clare was approached by a member following the AGM regarding the Suffolk Pit. She reported that the province will forward results of testing to us soon and that this information will be passed along to the concerned resident.
- A member has requested that we operate as a smoke-free space. It was decided that no follow-up is required since we already support this.

11. Next Meeting

- The next Board meeting will be held on Wednesday, July 21, at 7:00 pm.

Meeting adjourned at 9:03

Signature – Clare Martin, Chair of WRTBWA

Date

Signature – Jean-Paul Arsenault, Secretary of WRTBWA

Date