

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 September 20, 2023, at 7:00 pm

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

1. Minutes of the August 16 meeting

Draft minutes were reviewed.

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

2. Report from the Chair

- The AGM will be held at 7:00 pm on Wednesday, October 11, at the Tracadie Community Centre. Clare has confirmed the date with the Centre. Philip has not yet been able to reach Daniel McRae of Macphail Woods to see if he would agree to be our guest speaker but will do so in the next few days. Our second choice is Hailey Blacquièrre of the 2 Billion Tree Program.
- An Executive meeting will follow the AGM to confirm the appointment of officers. The monthly meeting for November will be held on Monday the 13.
- Dwayne reported that we have been unable to find a contractor willing to install a septic system on the Suffolk Road property this year. Members agreed that the \$10,000 set aside in this year's budget will be brought forward to FY 2024-2025. Jeff agreed to contact Greg MacDonald, a local contractor who does septic system installation, to assess the site; Raena will locate the site plan.

3. Lowell presented the Treasurer's report for the month of August

	<i>Chequing account</i>	<i>Savings Account</i>	
Opening Balance: July 1, 2023	\$126,073.04	\$72,310.53	
Less o/s cheques	\$1,314.42		
Plus deposits	\$8,374.00	\$116.69	(Interest)
Plus o/s cheques	\$1,349.30		
Less expenses	<u>\$26,725.93</u>		
Closing balance: July 31, 2023	\$107,755.99	\$72,427.22	

- Lowell reported that Regan Lewis, CA, has been retained to prepare a year-end financial report for the WRTBWA at a cost of \$700. This compares to the earlier quote obtained from BDO for an audited statement was for at least \$7,000.
- Raena is working with Sarah Wheatley to prepare the necessary financial report to CRA required to maintain our charitable organization status.
- Assurances have been received from Councillor Bob Doiron, Chair of the City of Charlottetown's Water and Sewer Utility, that we will soon receive a grant for \$32,000.

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

4. Field Committee Report

- The committee did not meet since the last Board meeting but will meet at Raena's request prior to the November Board meeting.

5. HR Committee Report

- There was nothing to report.

6. Communication and Outreach Committee Report

- The "Down by the Bay" event was held in cooperation with the Glenaladale Heritage Trust on Saturday, August 19, with 10 people attending.
- Trees Canada event will be held on September 22.
- "Birds of Glenaladale" event will be held on September 30.
- Seniors College will be held on October 10.
- Shoreline cleanup event – date TBD.

- Educational event in cooperation with the City of Charlottetown – date TBD.
- Raena will meet with the Atlantic Water Network to discuss and finalize the article they are preparing.
- Raena was asked to make the following changes to the draft newsletter: begin with a message from the Chair and reverse the order of the fish passage article and the scorecard. She was also asked to remove staff members' last names.
- Clare and Shauna explained the "Youth On Board" program. The purpose of the program is to give high school students an experience in a Board setting. Clare will act as mentor with Shauna as alternate. The Board approved WRTBWA participation in the program if our application is supported.

7. AGM

- No serious inquiries were received regarding Board membership for next year. Raena was asked to advertise the AGM on our social media accounts and repeat that we are looking for more Board members.
- Raena was asked to invite staff members and to clarify with them that it will be considered working hours.
- Raena will arrange for refreshments and snacks.

8. Coordinator's Report (sent in advance)

- Raena will contact Mary Finch to seek advice on beaver control in stream areas located outside the beaver-free management zone.
- Philip will contact a welder he knows in Oyster Bed Bridge regarding repairs to the rear frame cross member on our truck.

9. Review of the Scorecard

- Raena updated the Board on length of stream assessed.
- She reported that all activities are on track.

10. Other Business

- There was no other business.

11. Next Meeting

- The next regular Board meeting will be held on Monday, November 13, at 7:00 pm at the WRTBWA office.

Meeting adjourned at 8:25

Signature – Dwayne McNeill, Chair of WRTBWA

Date

Signature – Jean-Paul Arsenault, Secretary of WRTBWA

Date