

Winter River – Tracadie Bay Watershed Association (WRTBWA)

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

Held on April 18, 2017 at the office of the WRTBWA at 13977 St Peters Road, Marshfield, PEI at 7:00 pm.

Present: John Hughes, J.P. Arsenault, Scott Stevens, Cathy Corrigan, Lowell Vessey, Sarah Wheatley, George Coade, Bernie Fitzpatrick, Ryan Winters (as guest)

Absent: Matt Steeves, Meghan McCarthy

George Coade was Chairperson of the meeting and Bernie Fitzpatrick was Secretary of the meeting as previously appointed. The Chairperson declared the meeting open at 7:00pm.

1. Minutes of the previous meeting held on March 21, 2107.

Draft minutes of the meeting were previously emailed with each member of the Board having an opportunity to comment. It was moved by Scott and seconded by Cathy that the minutes be approved as read. **Motion carried.**

2. Chairperson's Report

George reported:

- Hilary Shea has submitted her letter of resignation as she has accepted a job as coordinator of Hunter Clyde Watershed. She thanks the association for her valuable experience working for WRTBWA. George responded with a note of congratulations and we wish her well in her new position.
- A report was received from City of Charlottetown with a record of water use for the year. There was a very slight increase in water use in 2016 compared to 2015.
- There is a PEI Watershed Alliance Annual General Meeting April 29, 2017.

3. Treasurer's Report

Lowell gave the Financial Report:

Opening balance \$40,979.00 on March 1, 2017

Closing balance \$31,430.00 on March 31, 2017

Main expenses: Insurance, wages, rent, office supplies, utilities, mileage, professional fees, mileage and water makeover project

Main revenue: Mountain Equipment Coop

4. Field Committee's Report

John reported for the committee. The committee met and focused on the hiring of staff. They reviewed the guidelines for interviews and will begin the interviewing process this week.

5. External Relation Committee's Report

J.P and Sarah attended a meeting as observers over the boundary dispute. Those attending were Kate McQuarrie, Director of Forests, Fish and Wildlife and Deputy Minister Michelle Dorsey and Friends of Covehead Brackley Bay Watershed. A decision should be coming this week. Both organizations agreed to stand by the decision of the department.

6. Coordinator's Report

The Coordinator's report was provided in writing and is attached forming part of the minutes. An overview was presented by Sarah Wheatley, Coordinator.

- Sarah gave updates on funding received, and grant applications that have been approved and those submitted and are yet to be approved.

- She reviewed the results from the CABIN data analysis and how they pertain to the quality of the waters in our watershed.
- She requested volunteers to help at the booth at the Atlantic Green Expo at UPEI on April 22 and 23.
- She updated the website.

7. Communications Committee Report

This report was included in the Coordinator’s Report. The newsletter is being prepared and is near ready for release.

8. Other Business

a. Annual Meeting:

Tuesday May 23, 2017, 7:00 pm at Corran Bann Hall. Guest speaker TBA

b. Donation of Land to Watershed:

There are two tracts of land in question for donation. Sarah investigated the legal, assessment, and survey costs associated with the transfers. Due to time constraint, this was tabled for a future meeting.

c. Water Act:

Sarah gave a presentation at the meeting in Montague in response to the draft PEI Water Act. It was suggested that this be put on the WRTBWA website.

9. Next Meeting

May 16, 2017 at 7:00 pm.

10. Adjournment.

The meeting was adjourned at 9:10.

ORIGINAL COPY SIGNED

Signature – George Coade, Chair of WRTBWA	Date
Signature – Bernie Fitzpatrick, Secretary of WRTBWA	Date

Winter River – Tracadie Bay Watershed Association Matters Arising from the Minutes

Item code	AGENDA ITEM	ACTION REQUIRED	PERSON RESPONSIBLE	STATUS
June-1	Previous Coordinator's report	Provide recommendation to board on Nitrate Report	Committee: Dominic, Bruce and Matt	open
Dec-8	Communications Committee	Follow up on partnering with a business owner to for a television commercial		open
Jan -11	Any Other Business	Report from Officer's Pond Subcommittee	Sarah	open
July-17	Field Report	To investigate the best plan possible to deal with erosion issues	Sarah and Hilary	open
Jan-17	Coordinator's Report	Fish Management Plan	Hilary	open
Feb-21	Chairperson's Report	Contact Jonathan Platts Re: Fish Ladders	Sarah	closed
April-18	Other Business	Upload Water Act Presentation to the website	Sarah	open