

Winter River – Tracadie Bay Watershed Association (WRTBWA)

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

Held on July 31, 2018, 4:00 pm at the office of the WRTBWA at 13977 St, Peters Road, Marshfield, PEI

Present: John Hughes, Lowell Vessey, Sarah Wheatley, J.P. Arsenault, Clare Martin, George Coade, Scott Stevens

Absent: Cathy Corrigan, Ryan Winters, Matt Steeves, Esther Currie

George called the meeting called to order at 4:00 PM.

1. Purpose

- George: The purpose of the meeting is (1) to determine the total cost of the fishway including costs of construction, materials, project manager and professionals, but also the internal costs of the WRTBW and (2) to decide how to move ahead in understanding Duck Unlimited's involvement in the fishway project.
- Since the B of D's meeting of July 18, 2018 Roger Matheson of Matheson Construction Inc. has indicated that he has a nearby dumping site for the material being extracted for the fishway so WRTBWA's property no longer needs to be considered as a possible place for excess soil to be used.

2. Updates from Sarah

- Brian McCullough communicated to her recently that the proposed fishway will need a minimum flow of 3 cubic feet per second to work properly, and he didn't think it would achieve that flow during mid-summer. Sarah reviewed Environment Canada flow data, to determine that 60% of the previous 48 years would have met this requirement every day of the year. In 18 of these years there would be enough flow except on 9 or fewer days per year. There were three years when longer periods of time had low flow. There might be more flow in future as Charlottetown decreases their water extraction from the Winter River area.
- Has investigated other natural fishway projects in PEI, but because of low flow issues, our fishway design is a bit different.
- The Hunter River Watershed group is planning a similar project, but will not be putting their project out to tender until next year, since prices could change. Will get some unofficial prices in the meantime.

3. Discussion Point #1

During the meeting, the B of D determined the following costs were reasonable estimates of the total cost involved with the construction of the proposed fishway:

- Engineer to oversee construction and review completed work - \$3,000
 - Brian McCullough has been paid \$9,000 for consultation to date. Surveying costs of \$3,000 has already been paid out.
- Project Manager at \$40/hr for 40 hrs/week for 5 weeks = \$8,000.
 - According to the tender the construction is scheduled to occur between August 1st and September 30th – the time of lowest water flow.
- Supplying the culvert (at its present design) - \$13,000 HST included
 - Sarah indicated that a round culvert 6 feet wide and 80 feet long with gravel 3 feet deep, rather than the original open bottom with concrete footing would be \$40,000 less. The open bottom design is the favored by DFO, but this design should be functionally equivalent.
 - Our staff would need to put gravel inside culvert. The contractor said his skilled staff generally don't perform this type of manual labour. The gravel would be shaped to create a narrower channel at the lowest point, similar to the 2 foot wide minimum width of the rest of the channel. The purpose of the gravel is to create a rocky channel, with similar water flow to the rest of the channel. This gravel, like all gravel in the fishway, should stay in place during flood events because of the water control structure at the top of the fishway.
 - Brian estimated that gravel placement would take five people 40 hours. Sarah planned for a greater number of workers, so that this task will not hold up construction. She also indicated that it may be possible to have the assistance of staff from other watershed groups.
- Internal Costs using WRTBWA staff - \$5,000
 - According to the tender the WRTBWA is to cut down the trees from the work site before contractors arrive.
 - Contractor will degrab (removing the stumps, etc.) excavate channel shape and line with gravel, placement of top soil, re-seed stabilize the slopes.
 - Since tender went out, added additional budget line item for additional topsoil to ensure that grass grows well on the site (as some other fishway projects have limited vegetation in the disturbed areas due to poor soil).

- Watershed staff labour for reseeding the site, though the contractor provides materials (NOT CLEAR IN TENDER)
- Due to the time of year and the slope involved, hydroseeding would be the best method (though would have additional cost). The area to be restored and or stabilized will depend on how much disturbance is created by the contractor during construction.
- The following year, our staff will plant trees in the area for longer term site stabilization and naturalization.
- Matheson Construction quote - \$178,100 plus HST (\$204,000 incl. 9% HST that we pay)
 - The comment was made that working with the lowest bidder may result in lower quality work and/or greater supervision to ensure construction meets specifications
- Total current estimated costs

Year	Description	Amount	Status
2017	engineering & surveying	\$5,341	Paid
2018	engineering & surveying	\$7,141	Paid
	purchase culvert	\$13,000	
2019	purchase some gravel	\$14,100	
2020	tree removal	\$5,000	
	Matheson Construction (reductions for 2019 gravel purchase & culvert design savings)	\$150,000	
	top soil	\$4,000	
	engineer	\$3,300	
	project manager/construction supervisor	\$8,000	
	hydroseeding	\$7,200	
	CONTINGENCY FUND	\$40,000	
2021	tree planting	\$654	
	GRAND TOTAL	\$249,536	

- We still need \$29,179 (after assuming \$10,000 from WCF and contingency fund provided by DU). Possible sources for this money include Loblaw's Water Fund and Cabela's Outdoor Fund.

4. Discussion Point #2

- The question about the need of a contingency fund to cover unforeseen costs during construction and significant repair after construction was discussed. Only the funds we receive from the City of Charlottetown can be used for a reserve as all other funders require money to be spent in the year it was allocated. Presently the watershed has a reserve fund of \$72,000 primarily for cash flow. Could some of this reserve be used toward this project?

5. Discussion Point #3

- Who will manage the site after construction was discussed – WRTBWA, Ducks Unlimited, or a shared responsibility?
- The B of D feel that DU have created the present situation and so their involvement is seen as critical.
- DU already has an agreement in place with Frank Johnston regarding the minimum water level of Officer's Pond and any changes to this minimum level require both these parties to agree.
- Does not the fishway fall within the mandate of DU and so should they not be part of the long-term management, supporting significant repairs and when necessary replacement of the fishway? It was felt that it is important for the Watershed to know how DU will support the fishway before the fishway is constructed.
- DU has already been approached about the fishway. They requested the proposed plan for the project be sent to them.
- Frank Johnston indicated he will support the project if DU commits to maintenance of the fishway in the long term.
- It was agreed that a proposal will be sent to DU asking for their support during the construction phase and long-term maintenance of the fishway including insurance and engineering expertise.

6. Next Meeting

Meeting adjourned at 5:25 pm

Next meeting: August 15, 2018

Signature – George Coade, Chair of WRTBWA

Date

Signature – Esther Currie, Secretary of WRTBWA

Date