

# Winter River – Tracadie Bay Watershed Association (WRTBWA)

Minutes of the Meeting of the Board of Directors of the WRTBWA  
Held at the office on June 15, 2022, 7:00 pm

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

**Absent:** Matt Steeves, Jeff Bysterveldt

## 1. Minutes of the May 18, 2022, meeting

Draft minutes were reviewed. No changes were made.

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

## 2. Chairperson's Report – Dwayne McNeill

- Jolene Jackson of the Watershed Alliance has asked for groups to submit feedback about best management practices (BMPs) prepared by the AgriWatershed Partnership. Members reviewed the "Update on activities relating to Beneficial Management Practices for reducing siltation from agricultural fields into watercourses and wetlands". Questions posed by the AgriWatershed Partnership are: Are you observing increased adoption of these BMPs in your watersheds? Are you aware of specific barriers that are preventing further adoption of these BMPs? Are there different approaches, techniques or tools that could be used to assist farmers to implement these BMPs? Are there opportunities to pilot / trial new techniques that support these BMPs? Members were asked to review the BMPs prior to our July 20 meeting when the matter will be discussed so that the WRTBWA can respond by the requested deadline of July 29.
- Dwayne reported on decisions made at the June 1 in camera meeting. Officers for the 2022-2023 year are: Dwayne McNeill, Chair; Clare Martin, Vice-Chair; Lowell Vessey, Treasurer; and Jean-Paul Arsenault, Secretary. Committee memberships are as follows: Field Committee: Jeff, Matt, and Philip; Water Committee: Dwayne, Lowell, and Matt; HR Committee: Jean-Paul, Clare, and Philip; Outreach and Social Media Committee: Shauna and Carol; Office Committee: Dwayne and Jeff.

## 3. Treasurer's Report – Lowell Vessey

	<i>Chequing account</i>	<i>Savings Account</i>	
Opening Balance: May 1, 2022	\$98,055.26	\$71,176.99	
Less o/s cheques	\$2,679.19		
Plus deposits	\$66,895.50	\$18.14	(Interest)
Plus o/s cheques	\$3,209.17		
Less expenses	<u>\$8,768.62</u>		
Closing balance: May 30, 2022	\$156,712.12	\$71,195.13	

- Sarah noted that the culvert for MacAulay's Creek will cost \$66,000
- The reserve fund policy will be re-visited in October after the field season is over.

**Moved by Lowell, seconded by Jean-Paul 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

- Dwayne reported that we are still waiting on an assessment for installation of septic and water.
- Sarah has tried unsuccessfully to reach someone from the province regarding our application for a building permit.
- We still must determine if there is enough space for the septic system, the well and the building before considering whether to go ahead with the project to locate our office on the Suffolk Road property.

**6. HR Committee**

- Sarah has completed interviews for summer staff and all positions are filled except for the intern. Most staff have started and there will be a total staff complement of 13 through the year, including Sarah and the supervisors.
- Jean-Paul explained that a request was received from George Coade, former Board member, that we consider whether the wages for summer staff should be raised due to the increase in the cost of living and, especially, the cost of gas. He, Clare, and Lowell considered three options: an increase in the wage rate; a monthly supplement for those who drive to work in their own vehicles; and gas cards. Sarah had provided comments on the first two options. Following discussion, it was decided to leave wage rates as they are and not offer a supplement due to budget considerations, income tax complications around all three options, and the fact that our wage rates for all staff positions are competitive.

**7. Coordinator’s Report (sent in advance)**

- Since no response to our grant request has been received from the City, it was decided that Dwayne will contact Bob Doiron, Chair of the Water and Sewer Utility, with copies to Mayor Brown and Richard MacEwen, to ask for an update.
- Sarah reported that we are expecting to receive approximately \$75,000 from the Watershed Management Fund this year compared to \$66,000 last year
- Members discussed a request for expressions of interest in the Supplemental Watershed Management Fund Program. This Program is managed by the Watershed Alliance and is funded in the amount of \$2 million over three years for projects that cannot be funded through traditional sources. Members discussed potential programs and Sarah was asked to review the following: nature-like fishway at Officers Pond; dredging of Officers Pond; and culvert replacement in the watershed where required to improve or re-establish fish passage. Sarah will forward the results of her review to members by email asking for feedback before the July 22 deadline.
- Sarah mentioned that we need a third person as a signatory for the Canada Summer Jobs Program, as a backup for herself or Dwayne. Shauna agreed to do this.
- Clare suggested that we need to re-evaluate the Lady’s Slipper Hike considering the low turnout, the cost, and staff commitment required. Members decided that we will hold the hike again next year and re-evaluate at that time.

**8. Review of the Scorecard**

- Tree planting is at 1,400 of the goal of 3,500.
- We have reached the goals for brush piles and events hosted.
- Waste collection is at 190 kg of the 1,000 kg goal.

**9. Other Business**

- Members considered how to change the date of the AGM to the fall to give more time for the financial audit. This would require a change in the Bylaws and a general meeting of the membership.
- It was decided that we should consider holding the special meeting in November and vote on the Bylaw change at that time. In the meantime, Clare and Jean-Paul will review the Bylaws to determine if other changes may be required.
- Members discussed the terms of reference for the Outreach and Social Media Committee. Shauna, Carol, and Sarah will meet to discuss prior to the next Board meeting.

**10. Next Meeting**

- July 20 at 7:00 pm.

Meeting adjourned at 8:37

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Signature – Dwayne McNeill, Chair of WRTBWA

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Date

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Signature – Jean-Paul Arsenault, Secretary of WRTBWA

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Date