

Agenda



WINTER RIVER - TRACADIE BAY
WATERSHED ASSOCIATION

1. Welcome & Call to order
2. Information/Protocol
3. Introduction
4. Guest Speaker: Shawn Schofield
5. Minutes of 2020 AGM
6. Treasurer's Report
7. Chair's Report
8. Coordinator's report
9. Election of Board for 2021-22
10. Other business
11. Adjournment



Winter
River

1. Welcome & Call to Order

2. Information & Protocols

3. Introductions

4. Guest Speaker

Shawn Schofield

Ag-Environment Team Leader

“Agriculture and Environment Unit and Their Role in Government”.

5. Minutes from 2020 AGM



WINTER RIVER - TRACADIE BAY
WATERSHED ASSOCIATION

Supporting The Watershed,
So It Can Support You

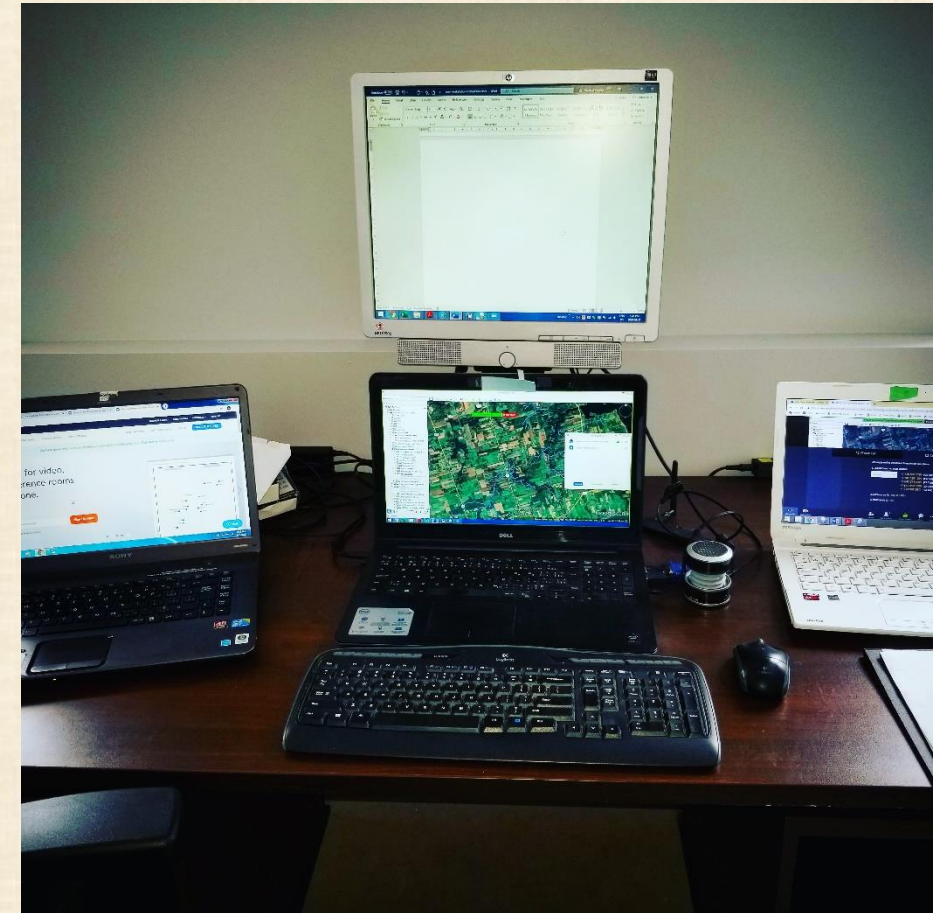
Minutes of the Annual General Meeting of the
WRTBWA

Held on September 16, 2020, 7:00 pm via Zoom

Present: John Hughes, Lowell Vessey, Ryan Winters, Sarah Wheatley, Jean-Paul Arsenault, Clare Martin, George Coade, Matt Steeves, Jeff Bysterveldt, Dwayne McNeill

Guests: Roger Townshend, Jay Carr, Patrick L  v  que, Megan Glover, Don Mazer, Barry Lazar, Jaycee Sabapathy.

Absent: Scott Stevens



Sarah's computers during early Zoom testing

Minutes from 2020 AGM *continued*

1. Clare called the meeting to order at 7:03 PM

2. Started with remarks from the Chair of the Board, Clare Martin

Clare welcomed everyone to the Annual General Meeting, including board members, staff, and supporters. She explained that we usually hold the AGM in May, but this year's meeting was delayed due to COVID-19. Clare introduced the board members and each member said hello. She also introduced our coordinator, Sarah Wheatley. Since Zoom was used for the meeting, Clare asked participants to raise their hand to ask a question. Clare mentioned there were new nominees for the board elections.


3. AGM minutes from 2019

Sarah read the AGM minutes from 2019. No changes or corrections were made. The minutes were moved for adoption by John Hughes and seconded by Jean-Paul Arsenault. All were in favour and the motion was carried.

Minutes from 2020 AGM *continued*

4. Report from the Treasurer

- Lowell presented the Financial Statement prepared by an independent third-party auditor. Lowell explained differences in revenue from 2019 to 2020.
- There were no questions or new business arising from Lowell's report. Lowell moved to accept his report. George seconded. All were in favour and the motion was carried.



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Independent Auditor's Report

To the Members of Winter River-Tracadie Bay Watershed Association Inc.

Opinion

We have audited the financial statement of Winter River-Tracadie Bay Watershed Association Inc. (the "Association"), which comprises the statement of cash receipts and disbursements for the year ended March 31, 2020, and notes to the financial statement, including a summary of significant accounting policies.

In our opinion, the accompanying financial statement presents fairly, in all material respects, the cash receipts and disbursements of the Association for the year ended March 31, 2020 in accordance with the cash receipts and disbursements basis of accounting described in Note 1.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statement* section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statement in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter - Basis of Accounting

We draw attention to Note 1 to the financial statement, which describes the basis of accounting. The financial statement is prepared to provide information to the organization. As a result, the financial statement may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Minutes from 2020 AGM *continued*

5. Report from the Chair

- Clare Martin took the microphone at 7:25 pm.
- As in the past our Watershed continues to support the residents of the Watershed.
- The Watershed Management Plan created by the Board of Directors guides the work of the Board which is carried out by staff. The focus of the Plan is to sustainably use the watershed's resources.
- Actions guided by the Management Plan in 2019 to protect the quantity of ground water in the Watershed include:
 - Sept 2019 – Organized a meeting with MLAs from all parties, and the Mayor of Charlottetown
 - Oct 2019 – Attended Public meeting in Charlottetown as well as a private meeting with the Deputy Minister of the Environment regarding the proposed Water Withdrawal Regulations associated with the new Water Act.
 - Nov 2019 – Met with City and Province as part of Winter River Water Committee
- Actions guided by the Management Plan in 2019 focusing on land based activities that impact surface and ground water include:
 - Remediation of soil erosion situation with input from all parties. Health of stream in that area has improved.
 - 3 follow-up meetings help with multiple stakeholder groups
- Description of information available on the Association's Website
- Clare concluded by thanking the members of the Board, the Coordinator, and staff for their hard work and dedication.

Minutes from 2020 AGM *continued*

6. Report from the Coordinator

Sarah Wheatley took the microphone at 7:30 pm.

- Sarah shared pictures of the staff from a fundraising event and the staff fun day.
- Sarah's report included a description of stream work, shoreline clean-ups, hedgerow planting, forest enhancement work, crop rotation maps, culvert surveys & repairs, community events, education days, and data collection.
- Sarah described the changes required for COVID-19.
- Sarah thanked our partners and highlighted plans for the upcoming year.



*A full house for the 2019 AGM.
Back in the days before physical distancing.*

Minutes from 2020 AGM *continued*

7. Election of board members

- Jean-Paul Arsenault explained that nine board members wished to return for another year and asked for nominations to fill the three empty seats. Three new members were nominated (Roger Townshend, Jay Carr, Patrick Lévêque).
- Three opportunities were provided for additional comments or nominations. The AGM attendees had no further comments and thus, Jean-Paul declared the existing and new board members elected for the upcoming year.

8. Other Business

- Clare Martin took the microphone at 7:50 pm.
- Clare thanked Ryan Winters for his service to the Board and virtually presented him a framed photo of fall scene of the Winter River.

9. Concluding Remarks

- Clare shared concluding remarks and moved to adjourn the 2020 Annual General Meeting.
- Meeting adjourned at 7:55
- Respectfully Submitted, Ryan Winters

5. Report from the Treasurer

Lowell Vessey

Financial Statement – Income overview

Winter River-Tracadie Bay Watershed Association Inc. Statement of Cash Receipts and Disbursements

For the year ended March 31

2021

2020

Receipts

Province of Prince Edward Island	\$ 49,616	\$ 40,774
City of Charlottetown	32,000	22,000
Wage subsidies (Note 2)	74,399	58,897
Other (Note 3)	109,140	66,590
	<u>265,155</u>	<u>188,261</u>

Financial Statement – Expenses

For the year ended March 31	2021	2020
Disbursements		
Special project	65,509	-
Advertising	2,405	2,767
Electricity	642	997
Equipment rentals and purchases	5,773	-
Insurance	488	396
Interest and bank charges	35	509
Land costs	781	1,185
Meetings, travel and workshops	5,922	6,133
Office	2,846	2,623
Professional development	393	246
Professional fees	3,174	5,318
Refundable HST paid	4,634	2,155
Rent	6,540	6,580
Supplies	(3,555)	19,654
Telephone	1,314	1,282
Wages and employee benefits	164,686	139,784
	261,587	189,629

Financial Statement – Wage Subsidies

2. Wage Subsidies

	<u>2021</u>	<u>2020</u>
Post Secondary Program	\$ 24,865	\$ -
Employment and Social Development Canada - Canada Summer Jobs	16,259	16,660
Colleges and Institutes Canada - Clean Tech Internship	13,660	12,854
Jobs for Youth	8,550	-
Rural Jobs Initiative	5,792	-
Perce Program	3,348	3,375
Government Wage Subsidy	1,925	-
Employment and Social Development Canada - Youth Employment and Skills Program	-	14,000
Canadian Parks and Recreation Association - Green Jobs Initiative	-	8,139
SkillsPEI - Graduate Mentorship Program	-	3,869
	<u>\$ 74,399</u>	<u>\$ 58,897</u>

Financial Statement – Details of other income

3. Other Receipts

	<u>2021</u>	<u>2020</u>
Fisheries and Oceans Canada - Coastal Restoration Fund	\$ 67,743	\$ 17,876
Refunds and services	14,829	-
Environment and Climate Change Canada - EcoAction Program	14,481	26,690
P.E.I. Wildlife Conservation Fund	7,145	6,854
HST rebate	2,046	3,499
Interest and miscellaneous	1,921	2,029
Innovation PEI	604	-
Donations	371	5,961
Fisheries and Oceans Canada - Recreational Fisheries Conservation Partnerships Program	-	3,621
Tree and shrub sales	-	60
	<u>\$ 109,140</u>	<u>\$ 66,590</u>

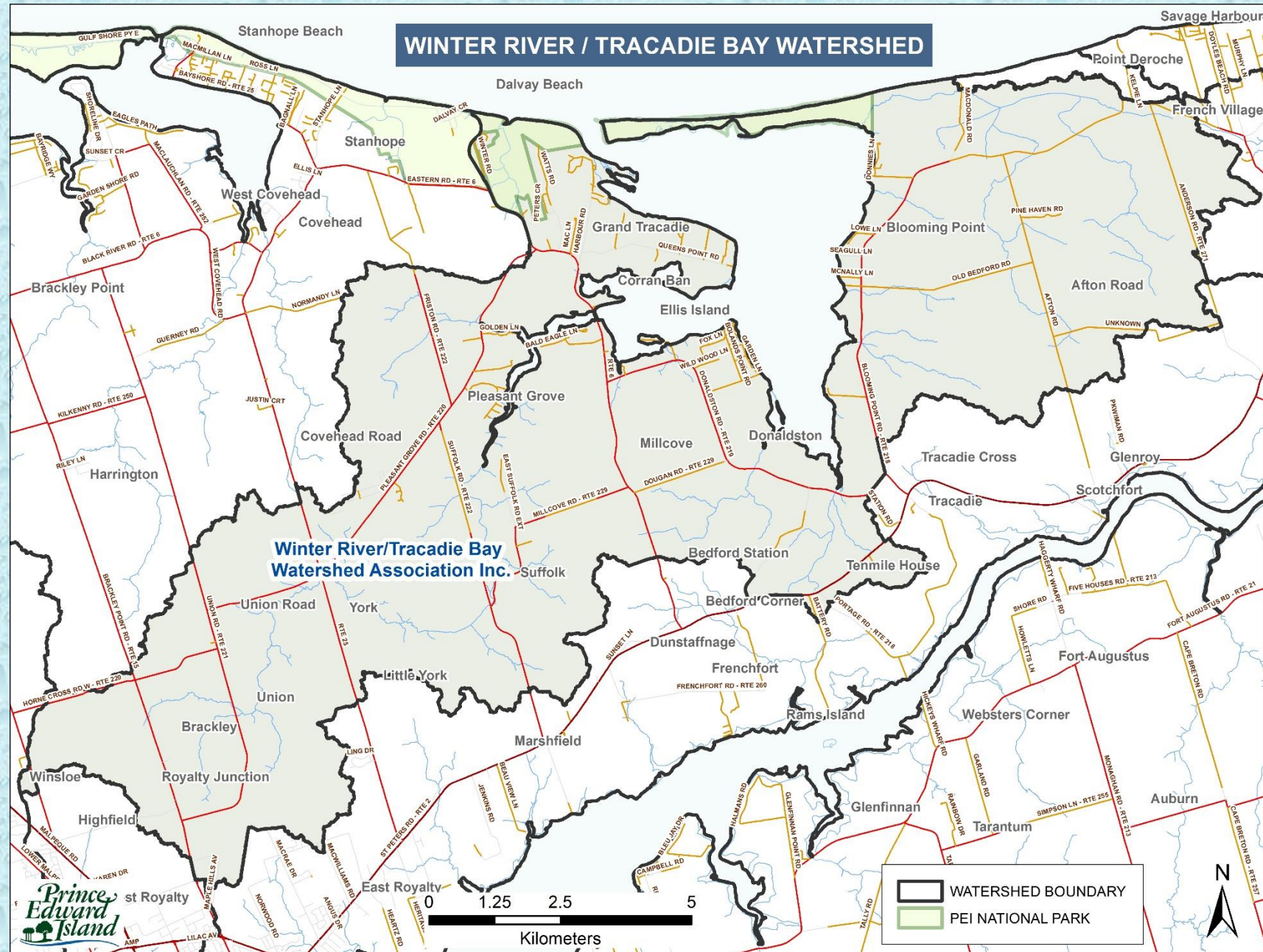
Financial Statement – Final cash balance

For the year ended March 31	2021	2020
Excess (deficiency) of receipts over disbursements	3,568	(1,368)
Bank balance, beginning of the year	77,307	78,675
Bank balance, end of the year	\$ 80,875	\$ 77,307

Reminder: These numbers are on a cash basis and do not include payments received after March 31.

6. Report from the Chair

Clare Martin



7. Report from Coordinator - Sarah Wheatley

Name	Title	Weeks		Name	Title	Weeks
Brittany Steele	Field Supervisor	44		Katherine Abrey	Field Crew	12 + 16
Raena Parent	Water Monitoring Intern	41		Samantha MacSwain		14
Sarah McBride	Assistant Field Supervisor	14		Evan Cahill		10
2020-21 Staff members				Jessica McBride		8
				Cydney MacSwain		8



Brittany



Raena



Sarah M



Katherine



Evan



Sam

Cyd

Jess

Stream Work

- No chainsaw operator hired, everyone worked in very small groups using hand tools
- Maintenance of existing brush mats

*Right: Katherine; Bottom:
Twin team Sam & Cyd*



Shoreline Cleanups



1,070 kg of waste collected around Tracadie Bay. Most was from the aquaculture industry.

Great activity for physical distancing though.



Stream Cleanups

1,300 kg of waste collected around Winter River. Most was from old dumps. Items included: Kerosene, WD40, chain oil, turpentine, and many tires.



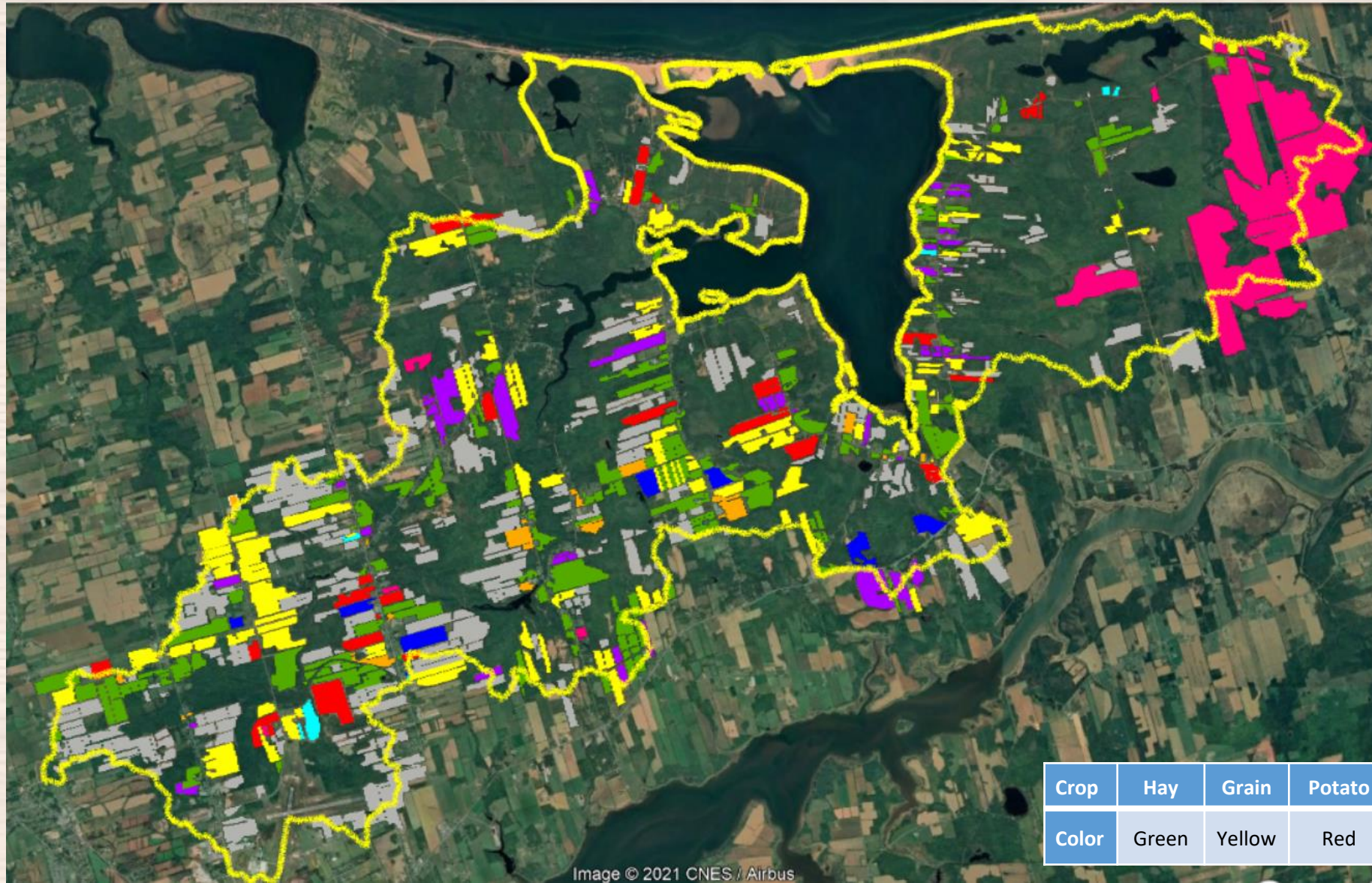
Tree planting

- Pandemic uncertainty > no trees ordered
- Shifted to tree pruning



*Top: Previously planted maple tree that needs pruning.
Left: Raena pruning different trees.*

Collecting data: Crop mapping



Continuation of a previous project, to help us plan for future projects with local farmers.

Culvert Projects

Removal of unused farm culvert

- Old farm crossing that wasn't needed anymore
- May have funding to remove more next year.

Purchase of pipe for project at Tim's Creek.

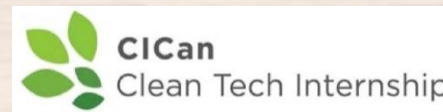
- Installation delayed because of supply interruptions during pandemic.



Culvert removal: before, during, and after.

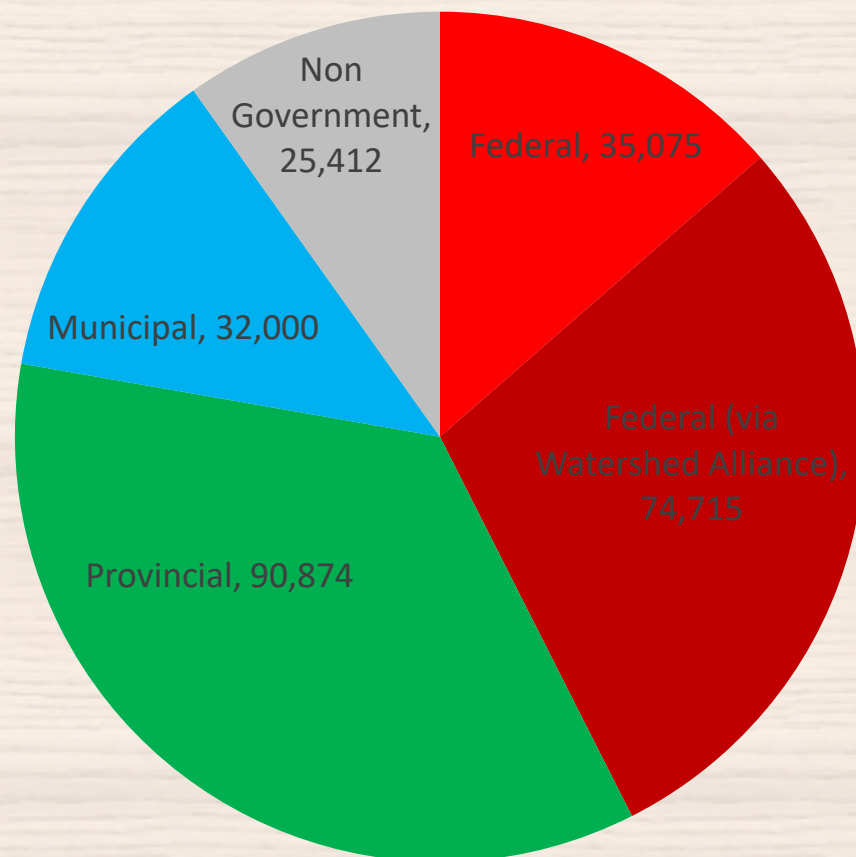
We would like to thank all our funding partners for their support in 2020-21.

- Employment & Social Development Canada: Canada Summer Jobs
- Environment and Climate Change Canada:
 - EcoAction Community Funding Program
 - Atlantic Ecosystems Initiatives
- Fisheries and Oceans: Coastal Restoration Fund
- Innovation PEI
- Jobs for Youth
- Post Secondary Program
- Rural Jobs Initiative
- Watershed Management Fund
- City of Charlottetown
- Colleges and Institutes Canada: Clean Tech Internship
- PEI Wildlife Conservation Fund
- Private Donations
- RDÉE Î.P.-É. Inc.: PERCÉ Program



Our funding sources for 2020-21

Non-government sources



Direct and Indirect Payments



Funding for 2021-22

Approved \$258,000	Pending/To do \$90,000+	
Coastal Restoration Fund (2017-2022)	<i>Sectoral Initiatives Program (with Watershed Alliance)</i>	Multi-year federal projects
EcoAction (2020-23)		
Atlantic Ecosystem Initiatives (2020-23)		
Canada Summer Jobs	<i>Clean Tech Internship</i>	Single-year projects
City of Charlottetown	<i>Green Jobs</i>	
Jobs for Youth	<i>Natural Resources Internship</i>	
Skills PEI: Post Secondary Program	<i>Percé Program</i>	
Watershed Management Fund	<i>Rural Jobs Initiative</i>	
Wildlife Conservation Fund	<i>Youth Employment Skills Program</i>	

Plans for 2021-22

- Extra chainsaw work this year.
 - No chainsaw operators were hired in 2020-21 (because of pandemic work protocols and funding limitations).
- Evan & Sam completed course this spring

Name	Title	Weeks
Jennifer Woods	Field Supervisor/Chainsaw operator	30
Raena Parent	Data & Reporting Supervisor	32
Evan Cahill	Chainsaw operator/field crew	16
Samantha MacSwain	Chainsaw operator/field crew	16
Ashley Artz	Field Crew	14
Sarah McBride	Field Crew (part time)	15
Jessica McBride	Field Crew (high school)	10
Liam Poirier	Field Crew (high school)	8+
Pending other funding 0 to 5 others		

*Jenn and Sam
prepare for extra
chainsaw training
with board
member George
Coade.*



Plans for 2021-22

Tree planting

- Extra tree planting to offset 2020
- As of today 1,500 trees planted
 - 800 on City of Charlottetown lands.

*Top: Sam
planting at the
2020 culvert
removal site.*

*Bottom R: White
birch planted
near Brackley
wellfield*

*Bottom L:
Brackley site*



Plans for 2021-22

In-stream work

- Clear larger blockages from main river with chainsaws
- Build many new brush mats



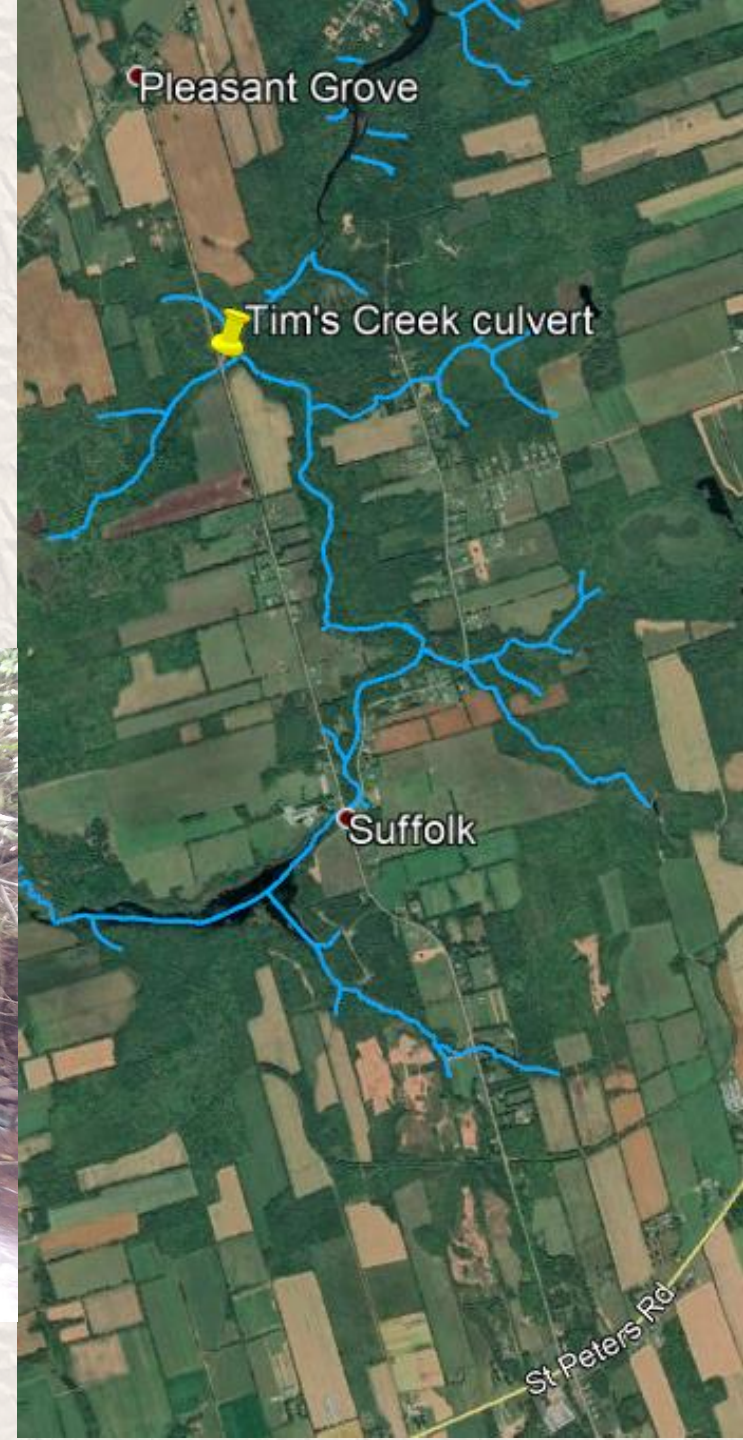
One area needing brush mats

Plans for 2021-22

CULVERTS: Tim's Creek on Suffolk Road

- Replace culvert > better for fish and floods
- Road closure during work (current plan: late June)

Other sites: Beaton's Creek? MacAulays's Creek?



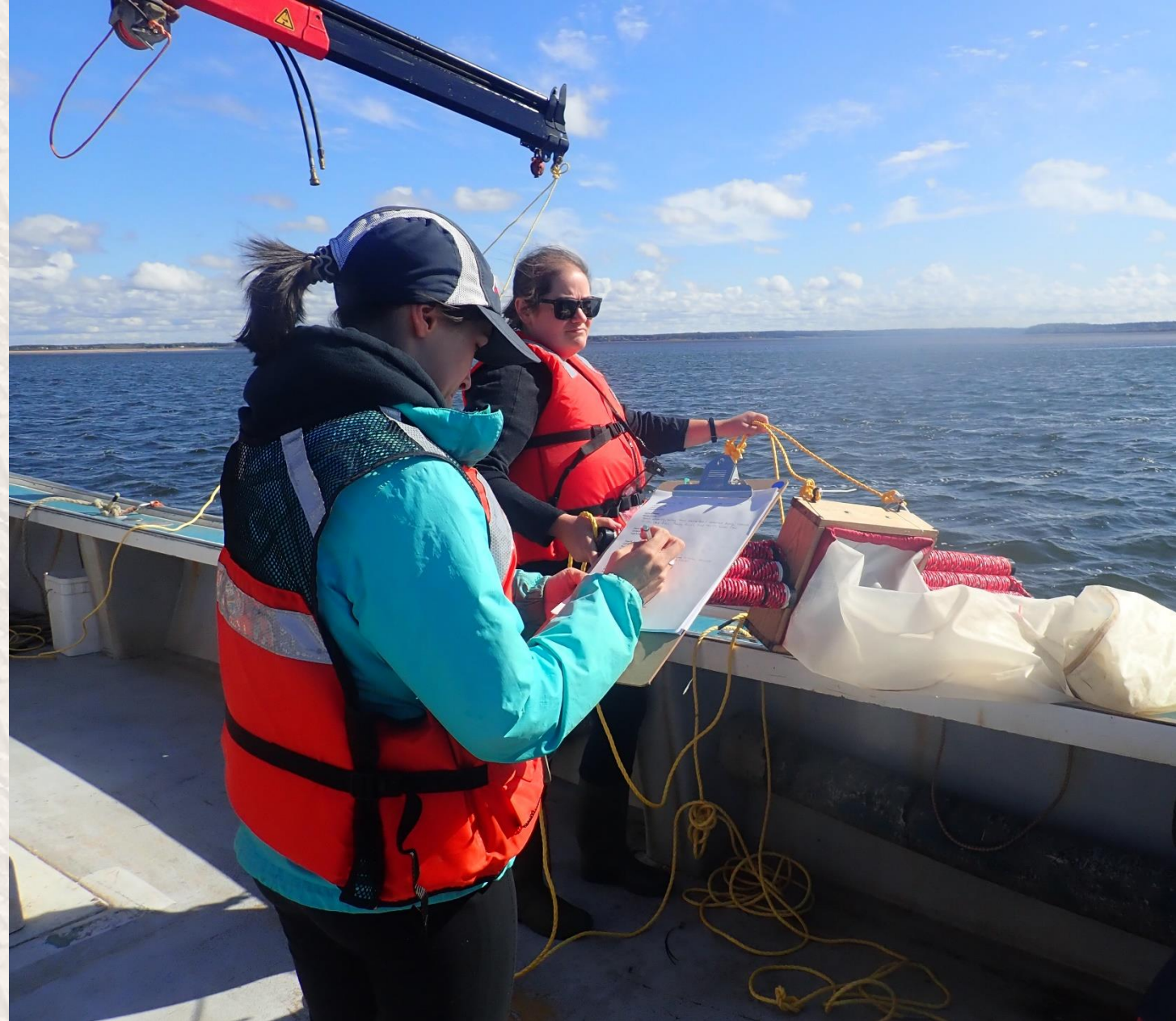
Left: Angela Banks (Watershed Alliance) looks at MacAulay's creek/Donaldston Rd culvert.

Centre: Tim's Creek hung culverts. Right: Tim's creek location.

Plans for 2021-22

Water Monitoring

- Continue projects to monitor water quantity (3 methods) and water quality (3 methods)
- New project: Microplastic sampling in Tracadie Bay



Top: Raena and Sarah W learn plastic sampling techniques at training session in Tracadie Bay aboard "Lester the Lobster".

Left: Brittany and Raena rinsing plastic sampling mesh bag into sieve.

Plans for 2021-22

Work on WRTBWA property

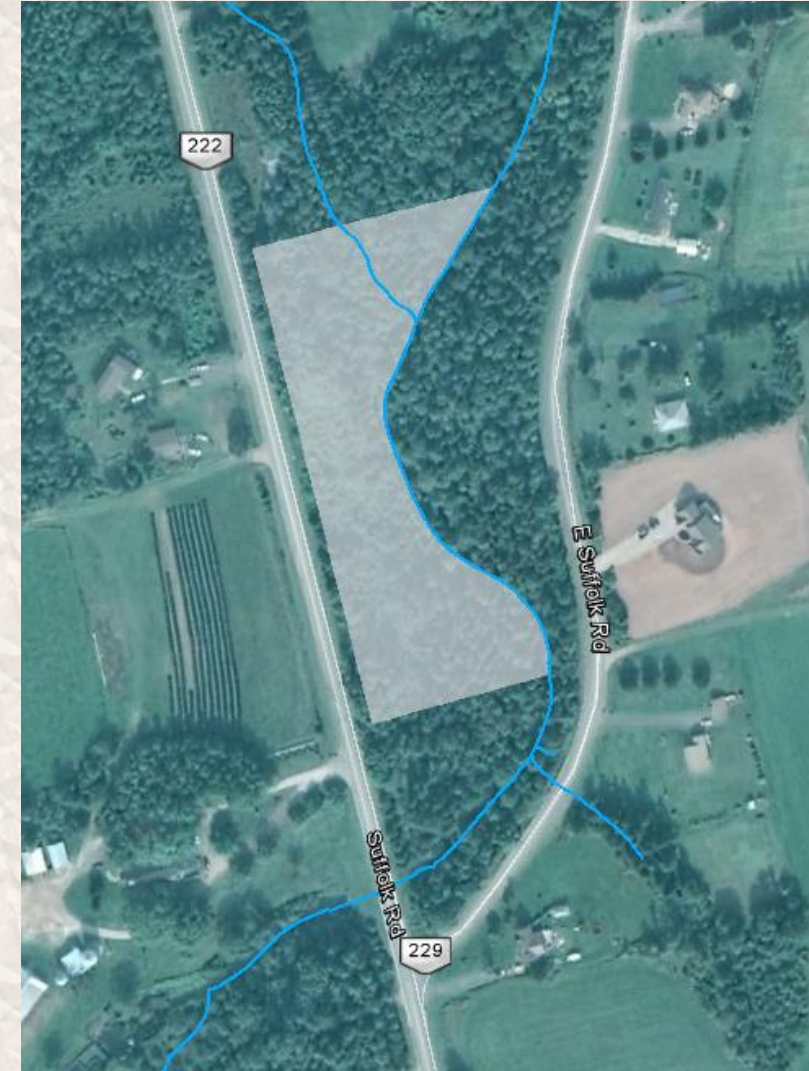
- Improve trail & bridges (pending funding decision)
- Habitat enhancement projects



2019 Temporary bridge



Section of completed trail



Our property in Suffolk on Winter River

8. Board of Directors for 2021-22

Returning Members

- Clare Martin, Millcove
- Dwayne McNeill, Charlottetown
- George Coade, Suffolk
- Jay Carr, York
- Jean-Paul Arsenault, Charlottetown
- Jeff Bysterveldt, Millcove
- John Hughes, Corran Ban
- Lowell Vessey, York
- Matt Steeves, Charlottetown
- Patrick Lévêque, Suffolk

Nominees for 2021-22

- Hilary Shea, North Rustico
- Tracy Bergman, Charlottetown

Retiring members from 2020-21

- Roger Townshend, Tracadie Cross
- Scott Stevens, Charlottetown

9. Other Business

Thank you to Scott & Roger



John & Scott checking on trees



Scott viewing a spring



Roger volunteering at a shoreline cleanup event

Any other topics to discuss?

10. Adjournment

Thanks for attending this evening.

Enjoy some wildflower photos taken around the watershed in 2020.



Hint, hint ...

- You can donate online at WinterTracadie.ca/Donate
 - Secure transactions powered by CanadaHelps.org
- We can issue tax receipts for other donations (materials, property, or cheques).