

# Winter River – Tracadie Bay Watershed Association (WRTBWA)

Minutes of the Meeting of the Board of Directors of the WRTBWA  
Held on September 30, 2019, 7:30 pm by Zoom

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**Present:** Clare Martin, George Coade, John Hughes, Sarah Wheatley, Scott Stevens, Jean-Paul Arsenault, Jeff Bysterveldt, Dwayne McNeill, Jay Carr, Roger Townshend, Patrick Leveque

**Absent:** Lowell Vessey, Matt Steeves

## 1. Minutes from the August 19, 2020 meeting

Minutes were reviewed.

**Moved by Jeff, seconded by Roger that the minutes be approved as written. All in favour. Motion carried.**

- Questions arising from the minutes
  - John asked about wood chip transport for the Suffolk property. Sarah indicated it will be a job for the fall. Roger offered the use of his trailer.
  - Patrick requested an explanation of the issue of contaminated soil being dumped in the Suffolk pit. Sarah provided a summary of action taken and current status.
  - Roger asked what plans were for a boat to conduct sample collection for microplastics. Sarah explained that it would be a training opportunity with a view to conducting the operation next spring. Scott suggested that Sarah contact the provincial Fisheries staff to see if they could provide a boat.

## 2. Chairperson's Report – Clare Martin

- Clare welcomed new members Roger, Jay and Patrick, provided a recap of the meeting held earlier in the evening, and confirmed the new Board positions as follows:
  - **Executive**
    - Chair: Clare Martin
    - Treasurer: Lowell Vessey
    - Secretary: Jean-Paul Arsenault
- Dwayne McNeill accepted the position of Vice-Chair
- Clare sent copies of bylaws to all members
- There is no date as yet for a Field Committee meeting
- Clare spoke to Jason Coady, Chair of the City of Charlottetown's Water and Sewer Utility on September 27. He asked for a letter from WRTBWA detailing activities, costs, and benefits. Sarah received an email from the Utility's Manager, Richard MacEwen, requesting the same information. Sarah presented financial information for a response to the City. Members agreed that a detailed cost accounting should be provided. Benefits should include WRTBWA's response to the Suffolk pit issue; the value of watershed monitoring to the City; data collection and analysis on indicators of watershed health; and response to inquiries regarding wellfields. It was agreed that our response will be addressed to Jason Coady with copies to the incoming Utility Chair, Bob Doiron (October 14), Mayor Brown, and Richard MacEwan.
- Clare reported on the September 24 meeting of the Winter River Water Committee, attended by staff from PEI Department of Environment and Charlottetown water utility. The highlights were:
  - A 3-5% decrease in water usage by the City
  - More water than planned was taken from the Brackley wellfield due to operational problems at Suffolk
  - Flow at the Union site was well below median levels and near the historic minimum, confirming that 2020 was a very dry summer
  - Progress on Water Extraction Regulations is stalled due to COVID-19; a new draft will be submitted to the legislative standing committee; followed by a 90-day period before they can become effective.

3. **Treasurer’s Report – Lowell Vessey absent, Sarah reporting**

	<i>Chequing account</i>	<i>Savings Account</i>
Opening Balance: August 1, 2020	\$56,690.76	\$ 71,061.53
Less o/s cheques clearing	\$3,723.61	-
Plus deposits	\$0	\$5.84
Less expenses	\$24,217.15	-
Plus o/s cheques	\$5,084.96	-
Closing balance: August 31, 2020	\$29,302.11	\$ 71,073.41

4. **Committees**

- Nothing to report

5. **Coordinator’s Report (Sent in advance)**

- Patrick asked whether Board members could attend the PEI Watershed Alliance AGM. It will be a hybrid meeting; mixture of in-person and participants by Zoom. Sarah will verify meeting format. Clare would like to attend in person. Sarah will forward Zoom link to Board members.
- Jeff asked how Sarah’s banked hours and owed hours are dealt with. Sarah explained that she generally accrues banked overtime at busy times of the year, draws down overtime at other times of year, and then accumulates “owed time” to work off during her layoff period, which can last from 4 to 20 weeks, depending on budget and operational plan. This approach was developed by the previous Watershed Coordinator, Bruce Smith. With pandemic challenges, and expected limited budget for salary, Sarah worked fewer hours this summer than usual, but hours paid and hours worked will balance out over the year. She noted that WRTBWA finances are looking a lot better now than they were at the start of our fiscal year in April.

6. **Meeting Format**

- Clare explained that she and Sarah had looked into a couple of possibilities for in-person meetings. Our office cannot accommodate 13 people with 2m spacing between individuals. There are community halls available at a cost. A hybrid meeting, with some Board members participating in-person and others by Zoom would also be feasible.
- Members offered the following comments:
  - Audio quality is an issue for remote participants in hybrid meetings and a suitable microphone could be expensive
  - Concern about second wave of COVID-19
  - Possibility that a member may be immune-compromised and unable to attend in-person meetingsIt was decided that there will be no change to the meeting format for the time being.

7. **Next Meeting**

Meeting adjourned at 8:50

Next meeting: October 21, 2020

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Signature – Clare Martin, Chair of WRTBWA

Date

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Signature – Jean-Paul Arsenault, Secretary of WRTBWA

Date