

# Winter River – Tracadie Bay Watershed Association (WRTBWA)

Minutes of the Meeting of the Board of Directors of the WRTBWA  
Held at the WRTBWA office on June 26, 2024, at 7:05 pm

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**Present:** Dwayne McNeill, Jean-Paul Arsenault, Raena Parent, Lowell Vessey, Philip Murphy, Shauna Barry, and Clare Martin

**Absent:** Cassandra Gautreau, Kelly Watson, Matt Steeves, and Jeff Bysterveldt

## 1. Minutes of the May 15 meeting

Draft minutes were reviewed.

**Moved by Clare, seconded by Lowell that the minutes of the meeting be adopted. Motion carried.**

## 2. Report from the Chair

- Dwayne had nothing to report.

## 3. Report from the Treasurer

	<i>Chequing account</i>	<i>Savings Account</i>	
Opening Balance: May 1, 2024	\$62,531.48	\$85,779.00	
Less o/s cheques	\$525.78		
Plus deposits	\$117,368.31	\$123.85	(Interest)
Plus o/s cheques	\$1,433.76		
Less expenses	<u>\$20,233.06</u>		
Closing balance: May 31, 2024	\$160,574.71	\$85,902.85	

**Moved by Lowell, seconded by Philip that the Treasurer's Report for May 2024 be adopted as presented. Motion carried.**

- Lowell and Dwayne will meet with Sarah Wheatley to hear her concerns regarding the Board's decision not to have the WRTBWA's accounts audited for FY 2022-2023.
- A decision will be made at the July Board meeting on whether to request a full financial audit or a less expensive option.
- Raena was asked to present projected FY 2024-2025 expenditures to the next Board meeting.
- Raena and Lowell will investigate short-term GIC options as a way of maximizing return on our savings.

## 4. Field Committee Report

- Raena reported that she has not been able to find anyone to cut plywood required to build bird boxes. Clare will approach a person who might be interested.
- The rate of return of landowner permission forms is higher than in the past; approximately 60 permissions have been received to date.
- Staff will begin setting out blight spore monitoring stations the week of July 2. This project is being done in collaboration with the Agri-Watershed Partnership.
- Forests, Fish and Wildlife electro-fished the section of the river below Hardy Mill Pond on June 11 but found no goldfish; 15 were captured in the pond itself.

## 5. HR Committee Report

- Raena presented a proposed policy for paid sick days based on a suggestion by the HR Committee that we use the same criteria as those for the health insurance plan to determine eligibility of WRTBWA employees regarding continuous service. The proposed policy is in response to a recent change to the *Employment Standards Act* that provides employees with 1 paid sick day per year of continuous service, 2 days for 2 years, and 3 days for 3 years. The proposed policy would become subsection 3.6.1 on the WRTBWA Policy Manual.

**Moved by Jean-Paul, seconded by Lowell that the paid sick leave policy be adopted as presented and that each eligible employee's start date with the WRTBWA be used as the eligibility date for the benefit. Motion carried.**

**6. Communications and Outreach Committee Report**

- Shauna reported that the Lady’s Slipper Hike went off very well and with an excellent turnout of 50-60 people.
- Other activities completed successfully since the last meeting: Birds of Glenaladale; Stantec volunteer day; Stonepark School Green Team volunteer day; and a visit by the UPEI class.
- Ongoing projects include the Wild Child Young Ecologist Camp scheduled for August 6; creation of WRTBWA stickers and magnets; and the proposed watershed workshop.

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

- It was agreed that we accept the Rural Municipality of North Shore’s offer of the use of its summer student on Fridays. CAO Sarah Wheatley has assured us that any associated liability lies with the funding agency, UPEI.
- A landowner on the Suffolk Road has agreed to donate a portion of the property along Tim’s Creek to be purchased by the Rural Municipality of North Shore to the WRTBWA in return for a tax receipt under the Ecological Gifts Program.
- It was agreed that Raena should obtain a cellphone to be used as her work number and for WRTBWA business.

**8. Review of the Scorecard**

- Raena reported that tree planting is almost completed at 3,200. The remaining 400 trees will be planted in the fall.
- It was suggested that we encourage volunteer days in future years because tree planting is such a labour-intensive activity.

**9. Other Business**

- There was no other business.

**10. Next Meeting**

- The next regular Board meeting will be held on Wednesday, July 17, at 7:00 pm at the WRTBWA office.

Meeting adjourned at 8:50.

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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