

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 April 16, 2025, at 7:05 pm

Present: Dwayne McNeill, Jean-Paul Arsenault, Kelly Watson, Philip Murphy, Lowell Vessey, Cassandra Gautreau, Jeff Bysterveldt, Clare Martin, Raena Parent, Roger Roy and Shauna Barry

Absent: Matt Steeves

1. Minutes of the March 12 meeting

Draft minutes of the March 12 meeting were reviewed.

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

2. Report from the Chair

- Dwayne reported that it was suggested we consider changing the day and time of Board meetings. Following discussion, it was decided that we retain the third Wednesday of the month but start at 6:00 pm instead of 7:00 pm.
- Dwayne presented his plan to create the Ed MacKinnon Memorial Award for Environmental Stewardship to be financed through a legacy left to him by his late uncle. He explained his wish that a \$1,000 prize be awarded to a second or third-year Holland College or UPEI student showing an interest in watershed management. The Board expressed interest in sponsoring the award by developing criteria, advertising, evaluating candidates, and assisting in awarding the prize. Roger offered to help Dwayne, and Raena was asked to research whether the Watershed Alliance or other watershed groups give awards of this nature.
- Dwayne reported that David Carmichael has offered to donate a lot (approximately one-half acre) on the south side of the Winter River above the Corran Ban bridge. It is located next to a community green space and could provide access to the river for a small boat. Board members expressed support for the idea and asked Dwayne to meet with David and report findings on possible next steps to the next meeting.

3. Report from the Treasurer

	<i>Chequing account</i>	<i>Savings Account</i>
Opening Balance: Mar. 1, 2025	\$48,973.50	\$88,126.78
Less o/s cheques	\$5,218.81	
Plus deposits	\$32,437.56	\$295.88 (Interest)
Plus o/s cheques	\$31,852.46	
Less expenses	<u>\$51,744.38</u>	
Closing balance: Mar. 31, 2025	\$56,300.33	\$88,422.66

Moved by Lowell, seconded by Shauna, that the Report from the Treasurer for the month of March be adopted. Motion carried.

- Raena presented the list of FY 2024-2025 year-end expenditures as approved by the Board at the March meeting.

4. Field Committee Report

- The Committee met on March 13 to review the work plan and to propose activities for the 2025 field season.
- Forests, Fish and Wildlife tagged fish in the Winter River estuary. Approximately 70 were caught, including some large breeding stock and the estuary's first recorded brown trout. They are seeking assistance from us for creel surveys in May; approximately 4 hours/day of staff time.

5. HR Committee Report

- Clare noted that Raena's performance evaluation is due in May. Philip, Shauna and Roger agreed to conduct the evaluation.
- Raena reported that all summer job opportunities had been published, but we did not find a suitable candidate to fill the second Field Supervisor position. Since Will will be on sick leave until the end of May, we will need to fill in for him in the interim. Since none of the candidates met our requirements for Field Supervisor, it was decided to try Cole in the position in the interim, with a new hire taking on an Assistant Supervisor role for additional help.
- The total staff complement for the field season will be 7, the same as last year.

6. Communications and Outreach Committee Report

- Shauna reported that the Committee met on April 2 and is planning the following events: Lady's Slipper Hike on June 7 or 14; Birds of Glenaladale on June 17 and 21; and Seniors College in early October.
- Youth on Board: Nik Neitz completed his hours.
- Raena showed videos produced by Cole under the Wildlife Conservation Fund: invasive species, barn swallows, and little brown bat. Board members found the videos to be of very high quality, and Raena was asked to pass along the Board's thanks to Cole for a job well done!

7. Coordinator's Report (sent in advance)

- Raena reported that most grant applications for FY 2025-2026 have been approved or are on schedule.
- Shauna remarked that the high number of staff returnees is a sign that we are seen as a good employer, and that having addressed staff's concerns last summer about working conditions paid off.
- UPEI students will present their final report on successful water governance strategies at the office on April 22.
- The City of Charlottetown's Wellfield Protection Plan is complete; we may be invited to participate in a media release.
- The City has also released its Climate Action Plan; Raena was a member of the advisory working group.

8. Review of the Scorecard

- Several new and amended metrics were highlighted by the Field Committee: number of cavity nester structures; a water conservation initiative in cooperation with the City; identify candidate project sites; and septic and well installation on our Suffolk Road property.

9. Other Business

- Lowell asked for an update on requests for landowner permission. Raena responded that, last year, we received just under 70 positive responses to 120 requests.

10. Next Meeting

- The next regular Board meeting will be held on Wednesday, May 21, at 6:00 pm at the WRTBWA office.

Meeting adjourned at 8:30

Signature – Dwayne McNeill, Chair of WRTBWA

Date

Signature – Jean-Paul Arsenault, Secretary of WRTBWA

Date