

QUARTERLY MEETING MINUTES (12 FEBRUARY 2007)

The Board of Directors of the Petitcodiac Watershed Alliance met for their quarterly meeting on 12 February 2007. The meeting was held in the Moncton Operations Center and began at 7:00 p.m. In attendance were David Macdonald (President), George Brun, Alyre Chiasson, David Holt, Winston Jones, Charlie Leblanc, Gorge Lyons, John Russell and Brownyn Pavey (Coordinator). Carole Chan, who hopes to join the Board in June, was also in attendance.

1.0 Welcome

Following up on her letter of resignation, the Coordinator indicated that her last day of work will be on 15 March 2007. She will be working for Jacques Whitford as an environmental scientist. It was suggested that arrangements be made for the Board to meet the New Coordinator, when he or she is chosen.

2.0 Charitable Status

The Coordinator reported that application/declaration for charitable status has been completed by the Coordinator and simply needs the Treasurer's signature.

3.0 French Student, Lucie Grould

Further details were provided regarding the French Intern, Lucie Grould, who will be volunteering at PWA this spring. The Intern was interviewed, via telephone, by the Coordinator. She is a student at a French university and is undertaking the internship as a part of an environmental technician course. Her main tasks will be picking sites for the Indicators Project and updating the French website. As part of her course requirements, the Intern must submit a report to her university detailing her experience at PWA.

The Coordinator has offered to assist in finding lodging for the Intern. She has also set aside a stipend of at least \$600 for the Intern. The Intern and her parents will be covering her insurance during her stay in Canada.

Some concerns regarding language were raised, but it was noted that the New Coordinator should be completely bilingual.

4.0 Website

The Coordinator announced that the development target for the new website is set for April as the French side of the site still needs to be developed. She indicated that the program currently being used for the website is very user friendly and costs \$24/month for the French portion and \$24/month for the English side.

5.0 2006 Projects Update

10 Year Water Quality Review and Report

While this project may not be completed by 19 March 2007, the Coordinator committed to review the final report when it is completed.

North Branch Hall's Creek Aquatic Habitat Survey

This project will be completed by the end of February 2007.

Culvert Project

Maryse Cousineau is completing the project and will make a presentation of her findings at the University of New Brunswick, Saint John on [DATE: check with Alyre].

2006 Data Summary/Activity Report

This report will be completed prior to the Coordinator's departure in mid-March, 2007.

6.0 Meeting with Minister Haché

The Coordinator reported that PWA's meeting with the Environment Minister, Roland Haché, went well. In attendance at the meeting were also the President of the PWA, the Deputy Minister (George Haines), the Assistant Deputy Minister for Sciences and Planning (Diane Kent Gillis) and an Executive Assistant (Daniel Guitard).

Following the meeting, the Coordinator received a call from the Coordinator of the Integrated Planning Section (Colette Lemieux), who indicated that the earliest PWA would hear back regarding its applications for funding would be in April, 2007.

7.0 Funding Applications

Completed Applications

The Coordinator announced that PWA's Eco Action application was been reviewed by the federal government, which subsequently issued three pages of comments. The application was revised and resubmitted in accordance with the comments. The revision included excluding the single-use cameras as a part of the Petitcodiac River Run budget and increasing the amounts attributed to volunteers for the same budget.

The Coordinator reported that the Environmental Trust Fund application has been submitted and the Shell Environmental Fund application was completed. A submission was also made to Fuji for recyclable single-use cameras to be used for the Petitcodiac River Run.

The Coordinator noted that a decision was made not to apply to the Evergreen Fund based the fact that PWA does not fit the profile of the fund's recipients.

Pending Applications

Applications have yet to be submitted to Human Resources and Social Development Canada for summer career placement, Science Horizons Youth Internship Program (Environment Canada), Mountain Equipment Co-op, the Wildlife Trust Fund, and the Environment Youth Corps.

It was suggested that the Coordinator also investigate possibilities with the Canadian Wildlife Fund and the Jonathan Creek Committee.

8.0 2007 Projects

Long-term Water Quality Monitoring Program

(no comment)

Golf Course Audubon Certification Program

(no comment)

Petitcodiac River Run: Public Education Project

There were concerns raised that PWA should ensure that proper insurance is obtained for this project. Charlie Leblanc indicated that the Moncton Fish and Game Club would like to partner with PWA on the project and has insurance with NFA for “all activities”. George Lyons recommended that NFA be asked directly whether the River Run could be covered. A written response should be obtained. It was further recommended that some basic training be provided to the students prior to the River Run.

It was agreed that the timeline for the River Run should take the end of the school year into consideration and that the event should take place on the last weekend in May.

The Coordinator said that the budget for the River Run is about \$10,000. It includes costs for classroom presentations, volunteers, printing and delivery of the eco-zine, lunch for the participants on the day of the event, and canoe rental. She noted that approximately \$845 is still needed to meet the budget; Charlie Leblanc volunteered to ask the Moncton Fish and Game Club for that amount at their next meeting.

Watershed Indicator Project: Valuing our Data

(no comment)

Know Your H2O

The Coordinator reported that the Know Your H2O program was very onerous and disappointing. The budget was much higher than expected due to the high costs of mailing.

Photography Contest

The Coordinator indicated that no funding has yet been found for the Photography Contest. It was suggested that the PWA approach the Moncton Photo Club (contact: Stephane Rivers).

9.0 Varia

Financial Status of PWA

A request was made for a report on the financial status of the organization. The Coordinator noted that PWA has approximately \$11,000 in the bank, with monthly statements being sent to the Treasurer. She said she would send out a financial statement to the Board the next day, noting that broad range of items under the “mileage” category was due to the input limitations of the accounting program and that all of the mileage items relate to the Coordinator’s invoices.

Search for the New Coordinator

The Coordinator reported that the job opening has been posted on *Goodwork Canada* and has been sent to about 100 contacts, including the Department of Fisheries, Université de Moncton and Mount Alison University. So far, she has received one application for the position. She briefly presented some of the candidate’s qualifications and noted that she knows him personally. It was noted that there was no time frame included in the job description, but that the reality is that this is a transitional job.

The Coordinator indicated that she and the President would conduct a preliminary review of all of the applications and they would interview selected candidates with whoever else would like to participate in the selection process. There was some discussion regarding the process and it was strongly recommended that invitations for interviews not be issued until all the applications had been reviewed and that a scoring system be used during the interviews. Furthermore, it was suggested that the interview include an on-site written evaluation. The Coordinator requested that Board members submit suggestions for the written evaluation questions.

Micheal’s Brook Washout

David Holt indicated that he sent a note to the owners regarding the washout before Christmas. He said that an additional culvert is necessary to fix the problem. It was suggested that the fire department be contacted to determine whether the deterioration of the road constitutes a violation of fire code.

Jonathan Creek Problem

David Holt reported that prior to Christmas, silt was leaking into Jonathan Creek. Three of the four breaks can be attributed to the City. The City has been put on notice and it gave David assurances that something will be done. Currently, the Coordinator has documented the damage, but Fisheries Canada is currently not involved. It was highlighted that PWA does not want to antagonize its relationship with the City. In previous instances, PWA has identified problems and the City has

acted. Furthermore, urban development is a major impact on water quality and PWA must work cooperatively with the City.

2007 Membership Drive

The Coordinator stated that the newsletter would be ready at the end of the week. The newsletter will be included in the membership drive, which is currently being done through mail-outs. It was suggested that it may be more effective to work with a targeted audience, such as by operating a stand at the local markets.

10.0 Close

The members of the Board expressed thanks to the Coordinator for her excellent work at PWA, noting that her efforts and initiative have significantly advanced the mandate of the organization. They wished her well in her future endeavours and indicated that they hoped she would continue to maintain ties with the PWA as a future Board member.