



Cornwall & Area Watershed Group
Monthly Board Meeting
DRAFT MINUTES FOR APPROVAL

Date: January 8th, 2024
Time: 7:00 PM
Location: Cornwall Town Hall
Recorded by: Jamie Taylor
Date approved: February 12, 2025

In attendance:

- Ryan Mahoney, Chair
- Karlie Fitzpatrick, Director & Treasurer
- Hannah MacLean, Watershed Coordinator
- Judy Herlihy, Town of Cornwall Liaison
- Jamie Taylor, Miltonvale Park Liaison

Absent & Regrets:

- Bruce Bennett, Vice Chair
- Julie Pellissier-Lush, Director
- Veronica Jendrick, Project Manager

AGENDA ENCLOSED

1. CALL TO ORDER

Meeting was called to order at 7:16 by Board Chair Mahoney

2. DECLARATION OF CONFLICT OF INTEREST

None declared

3. APPROVAL OF AGENDA

Made by: Director Fitzpatrick **Seconder:** Director Taylor **Vote:** 3 / 0

4. PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS (if any) - None

5. ADOPTION OF MINUTES FOR NOVEMBER 13th, 2024 MEETING

Made by: Director Fitzpatrick **Seconder:** Director Taylor **Vote:** 3 / 0

6. BUSINESS ARISING FROM THE MINUTES - None

7. CHAIRPERSON'S REPORT

- Will expand upon items discussed in coordinators report

8. COORDINATOR'S REPORT

- a. Correspondence (if any)
- b. Coordinator's report / Project updates



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- Hannah and Veronica took part in a trapping course and now have their trapping licenses.
 - Hannah met with UPEI regarding the UPEI Cole's Creek project.
 - Hannah attended a UPEI Master's Defense regarding salmon genetics and straying.
 - CAWG decorated a tree at Cornwall Town Hall that was promoted and publicized by the town. (More attention for CAWG).
 - Hannah put in a request for the 12 trees that were decorated at the Town Hall. They will be stored until summer when they will be used as woody material in Hyde Creek.
 - Hannah accompanied Central Queens Watershed to observe salmon redds
 - Finished redds survey. The rain stirred up the water a lot so the data is not what Hannah would like it to be, but she believes it is positive and that they identified salmon redds.
 - Hannah designed five signs for Hyde Pond that provide updated and current information about the pond and the recent project. QR codes for CAWG and angling resources will be included to help promote respectful recreational fishing.
 - Work began on the 2025 budget.
 - One stop log was removed from Hyde Pond on January 7th to manage water level and to help prevent wash over.
 - Technical documents, data reports and management plans have been added to the CAWG website as it is a good practice to allow stakeholders to see how and why we are making our decisions.
- c. Christmas Parade recap**
- Float, banners, mounted wildlife, bows and greenery...it was awesome.
- d. Change in Health & Dental Premiums**
- Premiums are going up. approximately 20%.
- e. Logo Review**
- Hannah shared and explained the newest revisions.
 - It was decided to have an online vote of the two final revised options so that all voices could be included. Ryan will organize this in a timely manor to allow Hannah to meet printing deadlines.
- f. Human Resource Manual review & approval**
- Postponed until February meeting
- g. Performance review schedule**
- Hannah would like to have these wrapped up by the end of February so any pay raises and benefit costs could be included in the budget and funding applications.
 - Ryan and Hannah will work out the dates

9. TREASURER'S REPORT

- Nothing to report

10. OTHER BUSINESS- Director Taylor shared that Director Pellissier-Lush is very busy and regrets she is finding it difficult to include CAWG in her schedule. After a brief discussion, it was agreed that Jamie would discuss some options with Julie.



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11. INQUIRIES BY MEMBERS OF THE BOARD - NONE

12. NEXT MEETING:

BOARD MEETING

Date: February 12th ,2025

Time: 7:00 PM

Location: Cornwall Town Hall

13. CALL FOR ADJOURNMENT

Motion at 8:37 PM

Made by: Director Fitzpatrick **Seconder:** Director Taylor **Vote:** 3 / 0

AGENDA FOR REFERENCE USE ONLY

Date: January 8, 2025

Time: 7:00 PM

Location: Cornwall Town Hall

REGRETS: None received at this time

1. CALL TO ORDER (Chair)

2. DECLARATION OF CONFLICT OF INTEREST

3. APPROVAL OF AGENDA (Made by: _____ Seconder: _____ Vote: __ / __)

4. PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS (if any)
(none at time of drafting agenda)

5. ADOPTION OF MINUTES (Made by: _____ Seconder: _____ Vote: __ / __)

6. BUSINESS ARISING FROM THE MINUTES (15 minutes)

7. CHAIRPERSON'S REPORT

- a.
- b.
- c.

8. COORDINATOR'S REPORT (40 mins)

- a. Correspondence (if any)
- b. Coordinator's report / Project updates
- c. Christmas Parade recap
- d. Change in Health & Dental Premiums
- e. Logo Review
- f. Human Resource Manual review & approval
Motion (Made by: _____ Seconder: _____ Vote: __ / __)
- g. Performance review schedule

9. TREASURER'S REPORT (15 mins)

10. INQUIRIES BY MEMBERS OF THE BOARD / NEW BUSINESS

- a. Director Pellissier-Lush status (Jamie)

11. NEXT MEETING

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12. CALL FOR ADJOURNMENT (Chair)

- a. **Motion** (Made by: _____ Seconder: _____ Vote: __ / __)