

# New Brunswick Wildlife Trust Fund 2022-2023 Annual Report

*New Brunswick Wildlife Trust Fund  
1350 Regent St., Suite 223, 2<sup>nd</sup> floor Core  
Fredericton, NB E3C 2G6*

*506-453-6655*

# Message from Chair

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Dear members and stakeholders of the New Brunswick Wildlife Trust Fund,

I am honored to present to you our annual report for 2022-2023. This was a milestone year for us, having contributed 25 years of service towards the study, education, restoration, and enhancement of the flora and fauna of this great province of ours.

Here is a snapshot of our accomplishments over the past 25 years:

- 3,596 applications were processed with funding requests totalling \$62.5 million
- Of those, 2,628 (73.1%) were approved for funding of \$25.4 million
- In total, 249 different organizations requested funding
- 15,765 volunteers were engaged in projects totalling some 11,925 weeks of service
- 163 individuals, all appointed by the Minister, have served on New Brunswick Wildlife Council
- Over 58,000 volunteer hours have been contributed by New Brunswick Wildlife Council members

None of this would have even been possible without the support of the hunters, anglers, and trappers through the purchase of licenses and from other conservation-minded individuals that purchased Conservation Plates.

We are also grateful for the dedication and resourcefulness of the many universities and organizations that submitted proposals for consideration.

We also want to acknowledge the role of the Department of Natural Resources and Energy Development (DNRED) and the Department of Fisheries and Oceans Canada (DFO) in providing comments on the submitted projects.

I also want to acknowledge the tireless contribution of our volunteer New Brunswick Wildlife Council members in scrutinizing the many project submissions.

I especially want to thank our two outstanding employees that play a pivotal role keeping this organization together by looking after all the administration and logistics.

We are proud of the many benefits that have accrued to the wildlife in New Brunswick as a result of these projects and look forward to many more successful years.



Paul Daigle, Chairperson

## Mandate

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In 1997, the Government of New Brunswick established a non-government agency to further wildlife conservation in the province of New Brunswick called the New Brunswick Wildlife Trust Fund (Fund). The Fund is managed by the New Brunswick Wildlife Council (Council).

The Council's mandate is to:

- a) provide advice and make recommendations to the Minister of Natural Resources and Energy Development on matters relating to the conservation, protection, or enhancement of populations of fish, populations of wildlife, or the habitat of fish or wildlife;
- b) seek funding for the New Brunswick Wildlife Trust Fund; and
- c) make recommendations to the Minister of Natural Resources and Energy Development for payments from the New Brunswick Wildlife Trust Fund.

## Council membership

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The Council is a committed group of 17 volunteers who represent hunting, angling, trapping, aboriginal, naturalist, and environmental groups.

The Council was composed of the following members as of March 31, 2023:

1. Paul Daigle, Chair – representing Public at Large
2. Joshua Kurek, Vice-Chair – representing Academia
3. Jean-Luc Boudreau, Member – representing Public at Large
4. Roberta Clowater, Member – representing Public at Large
5. Kevin Davidson, Member – representing NB Salmon Council
6. Chris Fader, Member – representing Public at Large
7. Amy Gallan, Member – representing NB Outfitters
8. David Greene, Member – representing Public at Large
9. Sonya Hinds, Member – representing Nature NB
10. Charles LeBlanc, Member – representing NB Wildlife Federation
11. Anne Marie Leger, Member – representing Nature NB
12. Jeff Levesque, Member – representing Public at Large
13. Debby Peck, Member – representing Nature NB
14. Nancy Perry, Member – representing Public at Large
15. Keith Sealy, Member – representing Public at Large
16. Darrell Warren, Member – representing NB Trappers
17. Vacant Seat for First Nations

## Committees and subcommittees

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**Finance Committee:** This subcommittee is responsible for overseeing the Fund's financial management. Its mandate includes:

- ensuring that the organization's financial policies and procedures are in compliance with applicable laws and regulations;
- reviewing and approving the organization's annual budget and financial reports; and

- recommending to Council the amount of funding available for distribution during our May and December round of project submissions.

The members for 2022-2023 were: Amy Gallan, Kevin Davidson, Josh Kurek, and Sonya Hinds.

**Application and Guidelines Committee:** This subcommittee is responsible for ensuring that clear and concise guidelines are available for applicants.

The members for 2022-2023 were: Jean-Luc Boudreau, David Greene, Darrell Warren, Chris Fader, Anne Marie Leger, and Debby Peck.

**Marketing and Promotion Committee:** This subcommittee is responsible for promoting the role and mandate of the Wildlife Trust Fund and for finding ways to promote the sale of Conservation Plates.

The members for 2022-2023 were: Roberta Clowater, Nancy Perry, Charles LeBlanc, Jeff Levesque, and Keith Sealy.

## Legislation, policies and by-laws

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The New Brunswick Wildlife Trust Fund and the New Brunswick Wildlife Council derive their authority from Regulation 2002-6, the *Wildlife Trust Fund and Wildlife Council Regulation* under the *Fish and Wildlife Act*, as well as the following policy:

**Conflict of Interest Policy:** This policy outlines Council’s expectations regarding conflicts of interest and provides guidelines for disclosing, managing, and addressing conflicts of interest when they arise. The policy also requires Council members to disclose any potential conflicts of interest and to recuse themselves from decision-making when necessary.

## Activities and metrics (KPIs)

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| Period                            | # of Projects | \$ Value     |
|-----------------------------------|---------------|--------------|
| <b>May 2022</b>                   |               |              |
| Projects Submitted/\$\$ Requested | 55            | \$699,789    |
| Projects Funded                   | 44            | \$363,370    |
| <b>December 2022</b>              |               |              |
| Projects Submitted/\$\$ Requested | 81            | \$1,156,336  |
| Projects Funded                   | 64            | \$673,180    |
| <b>Since Inception (1997)</b>     |               |              |
| Projects Submitted/\$\$ Requested | 3,596         | \$62,548,247 |
| Projects Funded                   | 2,628         | \$25,447,194 |

The Fund receives funding applications twice a year: May 1<sup>st</sup> and December 1<sup>st</sup>. These applications are forwarded to DNRED and DFO staff for review and comment. Council members then evaluate each application (DNRED Director of Fish and Wildlife Branch is an ex-officio member) and forward funding recommendations to the Minister of Natural Resources and Energy Development for approval.

## Financial information

**New Brunswick Wildlife Trust Fund**  
**Statement of Revenue, Expenditure and Accumulated Surplus**  
**April 1, 2022 to March 31, 2023**  
(with comparative figures for preceding year)

|  | Budget 2022-23     | Actual 2022-23     | Actual 2021-22     |
|--|--------------------|--------------------|--------------------|
| <b>Revenue:</b>                                  |                    |                    |                    |
| Hunting Licences                                 | \$517,950          | \$547,195          | \$509,083          |
| Conservation Plates                              | 425,000            | 439,098            | 418,481            |
| Fishing Licences                                 | 305,000            | 303,984            | 302,285            |
| Interest Earned (note 1)                         | 2,500              | 45,266             | 2,041              |
| Other  | 500                | 10,059             | 5,950              |
| <b>Total revenue</b>                             | <b>\$1,250,950</b> | <b>\$1,345,602</b> | <b>\$1,237,840</b> |
| <b>Expenditures:</b>                             |                    |                    |                    |
| Project Payments                                 | 915,650            | 941,948            | 878,755            |
| Salaries (note 2)                                | 191,800            | 185,779            | 212,630            |
| Travel (note 3)                                  | 40,000             | 41,951             | 30,915             |
| Office Supplies/Services (note 4)                | 42,500             | 31,809             | 39,685             |
| 25 <sup>th</sup> Anniversary (note 5)            | 21,000             | 15,106             | 17,017             |
| Promotion  | 25,000             | 11,740             | 13,368             |
| Hunter Ed Program                                | 15,000             | 8,630              | 8,510              |
| <b>Total expenditures</b>                        | <b>\$1,250,950</b> | <b>\$1,236,963</b> | <b>\$1,200,880</b> |
| <b>Surplus for the Year</b>                      |                    | <b>\$108,639</b>   | <b>\$36,960</b>    |
| <b>Accumulated Surplus, Beginning of Year</b>    |                    | <b>\$1,552,544</b> | <b>\$1,515,584</b> |
| <b>Accumulated Surplus, End of Year</b>          |                    | <b>\$1,661,183</b> | <b>\$1,552,544</b> |
|  |                    |                    |                    |
| <b>Project Commitments, End of Year (note 6)</b> |                    | <b>\$1,018,600</b> | <b>\$954,077</b>   |

Notes to the financial statement:

1. The interest rate paid on the fund balance is based on the rate paid on 91-day Government of Canada Treasury Bills sold the day preceding the beginning of each quarter and is calculated by the DNRED Financial Services Branch. That rate increased considerably for the 2022-2023 fiscal year.
2. Salaries include the payroll related costs for two employees, the Executive Director and the Administrative Assistant.
3. Travel includes expenses related to staff travel and Council members' meeting costs.
4. Office Supplies/Services includes cost of office supplies, equipment, translation, printing, rent, etc. needed to run the office.
5. 25<sup>th</sup> Anniversary includes the costs associated with celebrating the Fund's 25<sup>th</sup> Anniversary in 2022.
6. At the end of the current fiscal year, there was a commitment of \$1,018,600 for approved projects (\$954,077 on March 31, 2022). Although funding for these projects was approved, certain criteria had to be met by project proponents before funds were released.

## Staffing

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*Executive Director:* responsible for the overall management and direction of the New Brunswick Wildlife Trust Fund; responsible for managing the Fund's finances, including budget development and monitoring, financial reports, and audit preparation; responsible for managing the Fund's human resources functions including recruitment, employee relations, and performance management; responsible for communication with government and project proponents.

*Administrative Assistant:* responsible for the auditing of project claims, meeting logistics, document preparation, and record-keeping.

Administrative operations are overseen by our two staff with further administrative support from the DNRED Financial Services Branch. Technical and operations advice is also provided by the DNRED Fish and Wildlife Branch.