

SAUGEEN VALLEY CONSERVATION AUTHORITY

Conservation through Cooperation

MINUTES

MEETING: Board of Directors
DATE: Thursday, February 14, 2013
TIME: 1:00pm
LOCATION: Administration Office, Formosa

CHAIR: Bill Scriven

DIRECTORS PRESENT: Roland Anstett, Ron Coristine, Brian Gamble, Doug Gowanlock, Peter Hambly, Dan Kerr, Carl Zettel

DIRECTORS ABSENT, WITH REGRET: Luke Charbonneau, Terry Fisk, Jim Hanna, Glen Irwin, David Kell, Mike Leggett

DIRECTORS ABSENT: John Eccles

OTHERS PRESENT: Gary Senior, Interim Chief Administrative Officer
Dave Pybus, Sr. Manager, Flood Forecasting & Lands
Don Smith, Sr. Manager, Water Resources
Jim Penner, Manager, Forestry
Al Leach, Manager, Lands
Les McKay, Manager, Information Technology
Jo-Anne Harbinson, Manager, Water Resources & Stewardship Services
Shannon Wood, Manager, Communications
Nancy Griffin, Conservation Education Coordinator
Catherine Bould, Communications Assistant/Graphics
Martha Nicol, Water Quality Specialist
David Ellingwood, Interim Project Manager, Source Water Protection
Bonnie Sherman, Executive Secretary
Wilf Gamble, Township of Huron-Kinloss
Wayne Brohman
Members of the Press

1. ADOPTION OF AGENDA

The cheque presentation by the Foundation was deleted from the agenda since no Foundation members were available to make the presentation. The cheque will be presented at the March Board of Directors meeting.

MOTION #G13-17

Moved by Doug Gowanlock
Seconded by Dan Kerr
THAT the agenda be adopted as amended.

Carried

2. DECLARATION OF PECUNIARY INTEREST

No persons declared a conflict of pecuniary interest relative to any item on the agenda.

3. MINUTES OF BOARD OF DIRECTORS MEETINGS

MOTION #G13-18

Moved by Roland Anstett
Seconded by Carl Zettel
THAT the minutes of the Board of Directors meeting, held on December 13, 2012, the minutes of the Annual General Meeting, held on January 18, 2013, the minutes of the Board of Directors Conference Call as well as the minutes of the Board of Directors Conference Call Closed Session meetings, both held on January 30, 2013, be adopted as circulated.

Carried

4. MATTERS ARISING FROM THE MINUTES

No matters arose from the previous minutes.

5. CORRESPONDENCE

Township of Huron-Kinloss – advising Jim Hanna has resigned as their municipal representative on the Authority’s Board of Directors, due to work commitments, and appointing Wilf Gamble, effective February 19, 2013 – noted & filed

6. REPORTS

Chair & Conservation Ontario

The Chair reported he had attended several municipal Council meetings as well as being extensively involved in the hiring of the new General Manager/Secretary-Treasurer. Conservation Ontario’s next Council meeting is scheduled for April 8.

Finance Report

A copy of Report #6a, entitled Finance Report, is appended to the office copy of these minutes.

MOTION #G13-19

Moved by Peter Hambly

Seconded by Dan Kerr

THAT the Financial Report to December 31, 2012 be accepted as distributed, and further THAT the Accounts Payable, totaling \$546,923.43 for November and December 2012 and January 2013, be approved for payment.

Carried

Program Report

A copy of Report #6b, entitled Program Report, is appended to the office copy of these minutes.

MOTION #G13-20

Moved by Ron Coristine

Seconded by Doug Gowanlock

THAT the Program Report be adopted as presented, and further THAT the Permits as identified in Report #6b and dated February 14, 2013 be approved by the Board of Directors.

Carried

At this point in the meeting, the Chair introduced Mr. Wayne Brohman, who has been hired to fill the position of the Authority's General Manager/Secretary-Treasurer, effective February 19, 2013. Mr. Scriven briefly outlined Mr. Brohman's background and qualifications and welcomed him to the Conservation Authority, on behalf of the Directors.

7. NEW BUSINESS

Children's Safety Village – Lease Agreement

A copy of Report #7a, entitled Saugeen Valley Children's Safety Village – Lease, is appended to the office copy of these minutes.

MOTION #G13-21

Moved by Roland Anstett

Seconded by Dan Kerr

THAT the appropriate Authority signing officers execute the Lease Agreement between the Conservation Authority and the Saugeen Valley Children's Safety Village, subsequent to receipt of a corrected Minister of Natural Resources "Approval Sheet".

Carried

Watershed Report Cards

Martha Nicol presented the Authority's Watershed Report Cards for 2007-2011 and briefly reviewed the information contained within. She outlined the process established by Conservation Ontario for their official release on March 18, 2013. All Conservation Authorities in Ontario will release their Report Cards on this date. To that end, the Directors were requested to return the Report Cards back in to Martha at the end of her presentation. Directors will receive the final documents after the official release date of March 18.

MOTION #G13-22

Moved by Doug Gowanlock

Seconded by Brian Gamble

THAT the Board of Directors adopt the 2007-2011 SVCA Watershed Report Cards, as presented, and further

THAT the Board of Directors consent to their release to the public, together with a Saugeen Valley Watershed Summary Report Card, in March 2013.

Carried

Mr. Wilf Gamble joined the meeting at this point. Mr. Gamble has been appointed by the Township of Huron-Kinloss as their new municipal representative, replacing Jim Hanna, who has resigned from the Board of Directors, due to his work commitments. Mr. Gamble was introduced to the Directors and welcomed to the Authority.

Presentation – Communications Department

Shannon Wood, Manager of Communications, provided an extensive slide show presentation of the Authority's Communications Program, including current activities, associations and statistics, as well as financial information related to this program. Also reviewed was the history of the Saugeen Valley Conservation Foundation in the Saugeen watershed, its purpose and function in relationship to the Authority. The Board of Directors requested that, sometime in the near future, a discussion be held regarding the relationship between the Authority and its Board of Directors and the Foundation and its Board of Directors.

Following Shannon's presentation, Catherine Bould, Communications Assistant/Graphic Artist, presented a detailed outline of her responsibilities, duties and associations. Nancy Griffin, Conservation Education Coordinator, then gave an informative presentation detailing her responsibilities, duties, costs and revenues associated with the Education Program.

A number of questions were asked for clarification purposes, but Directors agreed the presentations were very informative and well done.

Maple Syrup Festival

Shannon Wood, Manager of Communications, reminded the Directors that the Foundation's Maple Syrup Festival will be held on March 23 and 24 this year. Any Director interested in helping out at this event should contact Shannon as their earliest convenience.

Administration Resolutions – Amendment

With the new General Manager/Secretary-Treasurer starting on February 19 and the next Board of Directors meeting not scheduled until March 28, it was requested that a housekeeping motion to amend the Administration Resolutions be passed to cover off the time period in between, as the position is currently referred to as Chief Administrative Officer.

MOTION #G13-23

Moved by Peter Hambly

Seconded by Dan Kerr

THAT, for the purpose of the Administration Resolutions and all other Authority documents, the titles of Chief Administrative Officer and General Manager/ Secretary-Treasurer shall be considered one in the same.

Carried

Personnel Matters – Staff Retirement

Al Leach, Manager of Lands, has submitted his notice of retirement, effective March 15, 2013. Mr. Leach thanked the Directors and staff of Saugeen Authority for making his time with the organization memorable and a pleasure to come to work each day. The Directors thanked Mr. Leach for his dedication and accepted his retirement, with regret. Mr. Leach will continue to serve on the committee for the Children's Safety Village and he noted he would likely see everyone again in the future when providing updates to the Board on the Village's progress. Mr. Leach was wished well in his retirement.

With Mr. Leach's retirement, the Authority is now required to appoint a new Management representative to the Health & Safety Committee. Don Smith has agreed to take on the duties of the Management representative as well as the Authority's Health & Safety Co-ordinator. The Authority's management staff have agreed that Don be their representative.

MOTION #G13-24

Moved by Roland Anstett

Seconded by Dan Kerr

THAT Don Smith, Senior Manager of Water Resources, be appointed as the Management representative on the Authority's Health & Safety Committee, as well as the Authority's Health & Safety Co-ordinator.

Carried

8. OTHER BUSINESS

The Chair requested that Program presentations be continued at the March meeting. A decision will be made in the near future as to which department will be highlighted at that meeting.

The Chair also requested that a review of personnel guidelines be investigated in the near future. Directors were reminded that should they have any items or issues they would like to see the Board discuss, they should contact the staff to have the item placed on the next meeting's agenda.

9. FOR THE GOOD OF THE COMMITTEE REPORTS

No items were brought forward under For the Good of the Committee.

There being no further business, the meeting adjourned at 3:00pm on motion of Peter Hambly.

Bill Scriven
Chair

Bonnie Sherman
Executive Secretary