

# SAUGEEN VALLEY CONSERVATION AUTHORITY

Conservation through Cooperation

# MINUTES

**MEETING:** Board of Directors  
**DATE:** Thursday, April 7, 2011  
**TIME:** 1:00 pm  
**LOCATION:** Resource Centre, Headquarters Conservation Area

**CHAIR:** Bill Scriven

**DIRECTORS PRESENT:** Roland Anstett, Ron Coristine, John Eccles, Brian Gamble, Doug Gowanlock, Jim Hanna, Peter Hambly, David Kell, Mark MacKenzie, Carl Zettel

**DIRECTORS ABSENT, WITH REGRET:** Luke Charbonneau, Glen Irwin, Dan Kerr

**DIRECTORS ABSENT:** Mike Leggett

**OTHERS PRESENT:** Jim Coffey, Chief Administrative Officer  
Shannon Wood, Manager, Communications  
Al Leach, Manager, Lands  
Jo-Anne Harbinson, Manager, Water Resources & Stewardship  
Jim Penner, Manager, Forestry  
Laura Molson, Manager, Accounting  
Martha Nicol, Water Quality Specialist  
Don Smith, Project Manager, Drinking Water Source Protection  
Bonnie Sherman, Executive Secretary  
Members of the Press

1. ADOPTION OF AGENDA

**MOTION #G11-45**

Moved by Ron Coristine  
Seconded by Brian Gamble  
THAT the agenda be adopted as presented.

**Carried**

2. DECLARATION OF PECUNIARY INTEREST

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

3. MINUTES OF BOARD OF DIRECTORS MEETING, MARCH 10, 2011

**MOTION #G11-46**

Moved by Roland Anstett

Seconded by Ron Coristine

THAT the minutes of the Board of Directors Meeting, held on March 10, 2011, be adopted as circulated.

**Carried**

4. MATTERS ARISING FROM THE MINUTES

No matters arose from the previous minutes.

5. CORRESPONDENCE

BDO Canada LLP, Walkerton – Management Letter for 2010 audit – noted & filed

BDO Canada LLP, Walkerton – representation letter for 2010 audit – noted & filed

BDO Canada LLP, Walkerton – Summary of Unadjusted Misstatements for 2010 audit – noted & filed

Virginia M. West, Deputy Minister, Ministry of Natural Resources – email regarding use of 2,4,5-T Herbicides – staff reported the SVCA does not now, and never has, used 2,4,5-T herbicides

Municipality of Brockton – requesting parcel of Authority property be transferred to the municipality – this item was deferred for discussion during the upcoming Closed Session

Municipality of West Grey – re use of the Durham day use area by the municipality for 2011 swimming season - this item was deferred for discussion under New Business

Conservation Ontario – media release regarding World Water Day – noted & filed

Municipality of Grey Highlands – motion supporting the Authority's 2011 budget – noted & filed

6. REPORTS

Chair & Conservation Ontario

The Chair reported the next meeting of Conservation Ontario is scheduled for April 18. Mr. Scriven also reported that, since the last Board meeting, he had attended a Drinking Water Source Protection Committee meeting in Hanover as well as an Executive Committee meeting.

Finance Report

A copy of Report #6a, entitled Financial Reports, is appended to the office copy of these minutes. The Chair expressed concern regarding the final cost for the 2010 audit. The Manager of Accounting provided numerous facts regarding the work the auditors undertake when conducting the Authority's audit process. It was generally agreed that the final audit costs are not unreasonable.

**MOTION #G11-47**

Moved by Peter Hambly

Seconded by Doug Gowanlock

THAT the Financial Report to February 28, 2011 be accepted as distributed and further

THAT the Accounts Payable, totaling \$321,663.98 for January, February and March 2011, 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 #G11-48**

Moved by Jim Hanna

Seconded by Ron Coristine

THAT the Program Report be approved as presented, and further

THAT the Permits as identified in Report #6b, dated April 7, 2011, be approved by the Board of Directors.

**Carried**

Foundation Report

The Manager of Communications updated the Directors on the current activities of the Foundation, in particular, the Maple Syrup Festival, that was held on March 26 and 27 at the Saugeen Bluffs Conservation Area. This year's event hosted a record-breaking crowd over the two day festival, with the excellent weather both days helping to bring out the crowds. Final figures are not available to date but are expected to reveal a considerable profit.

7. NEW BUSINESS

2010 Annual Report

The 2010 Annual Report was presented to the Board of Directors for their adoption. The Directors were very pleased with the report and requested it be made available electronically to municipalities. The report will be posted on the Authority's website and hard copies will be mailed to the watershed municipalities.

**MOTION #G11-49**

Moved by Mark MacKenzie

Seconded by Ron Coristine

THAT the 2010 Annual Report be accepted as presented and authorized for distribution.

**Carried**

2010 Water Quality Report

Martha Nicol, Water Quality Specialist, presented the 2010 Water Quality Report and responded to numerous questions by the Directors. A copy of this report is available for review in the Administration Office as well as on the Authority's website.

**MOTION #G11-50**

Moved by Ron Coristine

Seconded by Doug Gowanlock

THAT the 2010 Water Quality Report be accepted as presented.

**Carried**

Durham Day Use Area

A copy of Report #7a, entitled Municipality of West Grey – Request for Durham Day Use Area, is appended to the office copy of these minutes.

**MOTION #G11-51**

Moved by Peter Hambly

Seconded by Jim Hanna

THAT, subject to Board approval and the receipt of, a) a signed Agreement, b) a copy of insurance as outlined, and c) payment of the use fee, the Authority will provide a permit (letter of permission) to the Municipality of West Grey for use of part of the Durham Day Use area, as requested.

**Carried**

Capital Projects – Amendments

A copy of Report #7b, entitled 2011 Conservation Areas – Capital Development, is appended to the office copy of these minutes.

**MOTION #G11-52**

Moved by John Eccles

Seconded by Roland Anstett

THAT the Board of Directors approve the revised capital development projects for 2011 utilizing funds from the Parks and Land Management Reserves.

**Carried**

Policies & Procedures for Conservation Authority Plan Review & Permitting Activities

A copy of Report #7c is appended to the office copy of these minutes.

These policies and procedures were introduced to the Board of Directors, with a paper copy provided for their review. The Directors were requested to review this document and be prepared for discussions at a future Board meeting.

Staff was requested to provide this document electronically to the Board of Directors.

Closed Session “In Camera”

At this time, it was agreed to defer the Closed Session to the end of the meeting.

Strategic Plan – Discussion

A dialogue and information session for watershed Chief Building Officials has been scheduled for May 25, 2011.

Directors were provided with the Goals and a list of Results sought as identified in the Strategic Plan. A number of the action items were highlighted in yellow, indicating areas where the Authority’s activities is either ongoing or are already being implemented.

Staff requested direction from the Directors as to the areas they see as priority for the Authority. After considerable discussion, it was agreed that better communication was needed between municipal staff, in particular, Chief Building Officials, and Authority Planning staff when dealing with the permitting process. Staff was requested to compose several survey questions and forward them to municipalities for their responses. The results would then be brought before the Board of Directors at their next meeting for further discussion and decisions on pathways forward. The Board is not only looking for municipalities’ concerns, but also suggestions and/or recommendations on how to resolve concerns.

Closed Session “In Camera”

**MOTION #G11-53**

Moved by Doug Gowanlock

Seconded by Roland Anstett

THAT the Board of Directors move to Closed Session, in camera, to discuss property matters, and further THAT staff remain in the meeting.

**Carried**

**MOTION #G11-54**

Moved by Peter Hambly

Seconded by Roland Anstett

THAT the Board of Directors adjourn from Closed Session, in camera, rise and report, and further  
THAT the Board of Directors re-convene the regular meeting.

**Carried**

Only those items that were identified on the agenda were discussed in Closed Session.

8. OTHER BUSINESS

The Chair requested Peter Hambly stand as the Authority's Parliamentarian, should questions arise regarding voting procedures. Mr. Hambly agreed.

Mr. Hambly enquired as to the status of the Authority's involvement with the Saugeen Ojibwa Nation (SON) regarding any Authority projects. The Authority has had no formal, non-project related involvement to date with the SON.

There being no further business, the meeting adjourned at 3:35pm on motion of Peter Hambly.

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Bill Scriven  
Chair

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Bonnie Sherman  
Executive Secretary