

SAUGEEN VALLEY CONSERVATION AUTHORITY

Conservation through Cooperation

MINUTES

MEETING: Board of Directors
DATE: Thursday, May 19, 2011
TIME: 7:00 pm
LOCATION: Administration Office, Formosa

CHAIR: Bill Scriven

DIRECTORS PRESENT: Roland Anstett, Luke Charbonneau, Ron Cristine, John Eccles, Brian Gamble, Peter Hambly, Glen Irwin, David Kell, Mike Leggett, Mark MacKenzie, Carl Zettel

DIRECTORS ABSENT, WITH REGRET: Dan Kerr, Jim Hanna

DIRECTORS ABSENT: Doug Gowanlock

OTHERS PRESENT: Jim Coffey, Chief Administrative Officer
Dave Pybus, Sr. Manager, Flood Forecasting & Lands
Gary Senior, Sr. Manager, Environmental Planning & Regulations
Al Leach, Manager, Lands
Jo-Anne Harbinson, Manager, Water Resources & Stewardship
Jim Penner, Manager, Forestry
Laura Molson, Manager, Accounting
Don Smith, Project Manager, Drinking Water Source Protection
Cherie Leslie, Environmental Planning Coordinator
Dale Schaefer, Accounting Clerk
Vanessa Veenhof, Summer Student
Bonnie Sherman, Executive Secretary
Dennis McCracken, Vice Chair, SVC Foundation
Members of the Press

Jim Coffey welcomed everyone to the first Board of Directors meeting in the new office facility.

1. ADOPTION OF AGENDA

MOTION #G11-55

Moved by Peter Hambly
Seconded by Ron Cristine
THAT the agenda be adopted as presented.

Carried

2. DECLARATION OF PECUNIARY INTEREST

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

PRESENTATION – SAUGEEN VALLEY CONSERVATION FOUNDATION

Dennis McCracken, Vice Chair of the SVCF, presented the SVCA with a cheque for \$15,326.50, representing the Foundation's proceeds from its fundraising efforts during 2010.

Two new permanent staff members were introduced to the Board of Directors. Cherie Leslie, Environmental Planning Coordinator, was introduced by her supervisor Gary Senior, Sr. Manager of Environmental Planning and Regulations, and Dale Schaefer, Accounting Clerk, was introduced by her supervisor, Laura Molson, Manager of Accounting. Jim Coffey also introduced Vanessa Veenhof, a student hired to fill one of the two Scanning Student positions for the summer.

3. MINUTES OF BOARD OF DIRECTORS MEETING – APRIL 7, 2011

MOTION #G11-56

Moved by John Eccles

Seconded by Brian Gamble

THAT the minutes of the Board of Directors meeting, held on April 7, 2011, be adopted as circulated.

Carried

4. MATTERS ARISING FROM THE MINUTES

Revised Administration Resolutions

A copy of Report #4a, entitled Administration Resolutions – Amendments, is appended to the office copy of these minutes.

Staff was instructed to add a statement to the Resolutions to clarify the procedure to be followed should questions arise regarding any matter discussed during Closed Session meetings. For such an occasion, the Board of Directors will go into Closed Session, In Camera, to address any such questions. It was also reiterated that topics discussed during Closed Session are confidential and must be treated as such.

MOTION #G11-57

Moved by Peter Hambly
Seconded by Luke Charbonneau

THAT Report #4a regarding the revisions to the Administrative Resolutions, be approved as amended.

Carried

Policies & Procedures for Conservation Authority Plan Review & Permitting Activities

A copy of Report #4b, entitled Policies & Procedures for Conservation Authority Plan Review & Permitting Activities, is appended to the office copy of these minutes.

Gary Senior reviewed and clarified this report, for the Board of Directors' information. It was noted this Policy is basically a "formalization of the process" to be used for CA review of permit applications, as set out by the Province of Ontario. This is the Province's attempt to ensure that applications are dealt with in a prompt manner. Each CA has its own Regulations. Staff was instructed to forward a copy of this Policy & Procedure to all watershed CBO's and planning staff to become aware of the province's requirements.

MOTION #G11-58

Moved by Ron Coristine
Seconded by Mike Leggett

THAT the Saugeen Valley Conservation Authority hereby adopts as Authority policy the Policies and Procedures for Conservation Authority Plan Review and Permitting Activities, as issued by the Ministry of Natural Resources in May, 2010, and further
THAT the clarifications provided in the SVCA Board Report dated May 19, 2011 shall also form part of the policies and procedures.

Carried

MOTION #G11-59

Moved by Carl Zettel
Seconded by Peter Hambly

THAT the Policies and Procedures for Conservation Authority Plan Review & Permitting Activities be forwarded the all watershed CAO's and CBO's, for their information.

Carried

This document will be sent to municipalities prior to the scheduled May 25 CBO review session and they will be requested to bring any questions regarding this policy to this session.

Durham Day Use Area

Correspondence from the Municipality of West Grey was reviewed in light of a more recent verbal request for consideration, that being the possibility of leasing the day use area to the municipality.

There were diverse opinions regarding the new leasing option, ranging from the revenue to be generated, the length of the lease, liability insurance coverage for the Authority, to not allowing swimming in the river as a health and safety concern. The discussion concluded with a general consensus of the following main points:

- 1) the agreement should result in a revenue-neutral position for the Authority;
- 2) the lease shall be for 5 years, but renewable;
- 3) the agreement must be approved by the Board of Directors;
- 4) proper liability insurance coverage shall be in place.

MOTION #G11-60

Moved by Ron Coristine

Seconded by Peter Hambly

THAT staff be directed to negotiate a lease agreement with the Municipality of West Grey for approximately 4 acres of the Durham Conservation Area, known as the West End, in the vicinity of the Middle Dam, and further

THAT any lease formalized with the Municipality of West Grey be brought before the Board of Directors for approval.

Carried

Mark MacKenzie voted against this motion.

5. CORRESPONDENCE

Canadian Food Inspection Agency – advising of changes related to the Emerald Ash Borer and the associated regulated areas – **noted & filed**

Municipality of West Grey – letter from Ken Gould attaching draft agreements for the municipality's use of the day use area in the west end of the Durham Conservation Area – **see discussion & motion under Matters Arising**

6. REPORTS

Chair & Conservation Ontario

The Chair did not attend the last Conservation Ontario meeting, however, he advised that Dick Hibma was re-elected Chair once again of that organization. Mr. Scriven noted he had attended numerous local meetings, including the SVC Foundation Annual Meeting, as well as meetings with West Grey, the Saugeen Parks Committee, the Executive Committee and the Property & Building Committee.

Mr. Scriven also expressed his pleasure at the progress this Board has made with a number of the issues identified since this new Board of Directors took office.

Finance Report

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

MOTION #G11-61

Moved by Luke Charbonneau

Seconded by Roland Anstett

THAT the Financial Report to March 31, 2011 be accepted as distributed, and further

THAT the Accounts Payable, totalling \$464,468.50 for February, March and April 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.

Ron Coristine expressed his pleasure with the collaboration between the Penetangore Group and the Authority. He also thanked the Source Water Protection group for hosting an excellent training session recently in Ripley. He noted that, after reading the Program Report, it is fantastic what the Authority is doing on a day-to-day basis and that there is so much work going on.

Don Smith, Project Manager of Drinking Water Source Protection, advised there is a need to hold a Source Protection Authority meeting at the end of June to receive the final Updated/Amended Assessment Reports and direct staff to submit them to the MOE. It was agreed that arrangements will be made to conduct a teleconference on June 28, at 12:00 noon, of the full Board of Directors to receive and authorize staff to forward these documents to MOE before the June 30, 2011 deadline.

Jim Penner, Manager of Forestry, provided an overview of this year's tree planting operations and showed numerous slides of the two tree planting machines in operation.

MOTION #G11-62

Moved by Ron Coristine

Seconded by Mike Leggett

THAT the Program Report be adopted as presented, and further

THAT the Permits as identified in Report #6b and dated May 19, 2011 be approved by the Board of Directors.

Carried

Foundation Report

A copy of Report #6c, entitled Saugeen Valley Conservation Foundation, is appended to the office copy of these minutes.

Executive Committee Meeting – April 4, 2011

A copy of these minutes was provided to the Board of Directors for their review.

MOTION #G11-63

Moved by Glen Irwin

Seconded by Mike Leggett

THAT the draft minutes of the Executive Committee Meeting, held April 4, 2011, be received.

Carried

Executive Committee Meeting, Closed Session – April 4, 2011

In accordance with the amended Administration Resolutions, paper copies of these minutes were provided to the Board of Directors, in sealed envelopes, for their review. These envelopes were then returned to the Executive Secretary for shredding following the meeting.

MOTION #G11-64

Moved by Mike Leggett

Seconded by Luke Charbonneau

THAT the draft minutes of the Executive Committee Meeting, Closed Session, held April 4, 2011, be received.

Carried

Property & Building Committee Meeting – April 13, 2011

A copy of these minutes was provided to the Board of Directors for their review.

MOTION #G11-65

Moved by Peter Hambly

Seconded by John Eccles

THAT the draft minutes of the Property & Building Committee Meeting, held April 13, 2011, be received.

Carried

Saugeen Parks Committee – May 12, 2011

A copy of these minutes was provided to the Board of Directors for their review.

MOTION #G11-66

Moved by Luke Charbonneau

Seconded by Mike Leggett

THAT the draft minutes of the Saugeen Parks Committee Meeting, held May 12, 2011, be received.

Carried

7. NEW BUSINESS

There was no New Business to bring forward.

8. OTHER BUSINESS

Official Opening – Administration Office, Formosa

The Authority will be hosting an Official Open House of the new Administration Centre in Formosa on July 29, in conjunction with the Village of Formosa's Homecoming celebrations. It is anticipated there will be an official ribbon cutting ceremony as well as a barbeque.

9. FOR THE GOOD OF THE COMMITTEE REPORTS

Carl Zettel – working closely with his Council and SVCA to improve negativity and breakdown barriers

John Eccles – re Chair's earlier statement regarding trying to "mend fences and get along with our neighbours". Hopefully we can do that in the future.

Luke Charbonneau – thanked the SVCF and Shannon Wood for their work at the Maple Syrup Festival; attendance numbers were amazing; well done and thanks

Ron Coristine – would like to take CA up on its formal invitation to attend his Council to raise profile and inform Council of important issues (i.e. Source Water Protection).

Glen Irwin – complimented staff for their keen interest; it's obvious that staff take ownership. Evening Conservation Tour of Paisley dykes was very interesting and informative. Noted this Board has a great deal of pressure on it to perform to bring Council issues to the table.

Mike Leggett – pleasure to deal with staff; invite Authority to attend Council meeting

Brian Gamble – complimented the staff; seems like a lot of dedication. Trying to make Council aware of how SVCA runs; difficult when municipality shares two Authorities and each Authority operates differently. Suggests it would be helpful if an aerial photo was attached to each planning response.

Mark MacKenzie – enjoyed Evening Conservation Tour to Paisley dykes; thinks Authority budget is scrutinized to a point where the Authority cannot operate the way it wants to.

David Kell – complimented the past Board of Directors and staff for developing this beautiful new facility; attended Evening Conservation Tour to Paisley dykes and would recommend everyone try to attend one of these tours in the future.

Peter Hambly – wonderful new building; impressed with new Board of Directors

Roland Anstett – attended and enjoyed tour of Paisley dykes; previous Board of Directors to be complimented for initiating the development of this great new building

Bill Scriven – was a little remiss at not inviting former Chair and Property Committee Chair to this first meeting in the new facility; reiterated what everyone has said; staff is extremely dedicated, knowledgeable and helpful. Board of Directors' responsibility is to provide the staff with the tools they need to operate; have to move ahead and make parks more revenue-producing.

A letter has been forwarded to all municipalities requesting their candid, helpful comments with regard to the Authority's operations and interaction with watershed municipalities. A deadline of June 17 has been set for receipt of these comments, which will be tabulated and presented to a future Board of Directors meeting.

There being no further business, the meeting adjourned at 9:10 p.m. on motion of Roland Anstett.

Bill Scriven
Chair

Bonnie Sherman
Executive Secretary