

SAUGEEEN VALLEY CONSERVATION AUTHORITY

Conservation through Cooperation

MINUTES

MEETING: Board of Directors
DATE: Thursday, October 25, 2012
TIME: 7:00pm
LOCATION: Administration Office, Formosa

CHAIR: Bill Scriven

DIRECTORS PRESENT: Roland Anstett, Luke Charbonneau, Ron Cristine, Brian Gamble, Jim Hanna, Glen Irwin, David Kell, Dan Kerr

DIRECTORS ABSENT, WITH REGRET: John Eccles, Doug Gowanlock, Peter Hambly, Mike Leggett, Carl Zettel

OTHERS PRESENT: Gary Senior, Interim CAO
Jim Penner, Manager, Forestry
Shannon Wood, Manager, Communications
Al Leach, Manager, Lands
Jo-Anne Harbinson, Manager, Water Resources & Stewardship Services
Laura Molson, Manager, Accounting
Don Smith, Project Manager, Drinking Water Source Protection
Bonnie Sherman, Executive Secretary
Carolyn Lobbezoo, Regulations Officer
Valerie Lamont, Resource Information Technician
Members of the Press

1. ADOPTION OF AGENDA

MOTION #G12-79

Moved by Roland Anstett
Seconded by Dan Kerr
THAT the agenda be adopted as presented.

Carried

2. DECLARATION OF PECUNIARY INTEREST

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

Directors were introduced to two new staff members. Valerie Lamont, Resources Information Technician, replacing Kalena Metcalfe, and Carolyn Lobbezoo, Regulations Officer, replacing Candace Hamm, who is currently on maternity leave.

3. MINUTES OF BOARD OF DIRECTORS MEETING – July 26, 2012
& BUDGET REVIEW MEETING – September 29, 2012

MOTION #G12-80

Moved by Luke Charbonneau

Seconded by Brian Gamble

THAT the minutes of the Board of Directors meeting, held on July 26, 2012 and the Budget Review meeting, held on September 29, 2012, be adopted as circulated.

Carried

4. MATTERS ARISING FROM THE MINUTES

2013 Fee Schedule

Discussion on the item under New Business, entitled Planning and Regulations Fees – Possible Amendment to Include Conservation Projects Category, was moved to this point in the meeting, as this item deals with the 2013 Fee Schedule. A copy of Report #7f is appended to the office copy of these minutes.

Following a lengthy discussion, staff was requested to keep the Board of Directors updated on any watershed conservation-related projects, such as those proposed by Ducks Unlimited. It was agreed that a more detailed explanation in the Program Reports would suffice.

MOTION #G12-81

Moved by Luke Charbonneau

Seconded by Glen Irwin

THAT the 2012 SVCA Fee Schedule for the 'Regulation 169/06 Permit Applications and Related Fees' be amended to add a new category for Conservation Projects, and further

THAT the application fee shall be 50% of the regular applicable fee, and further

THAT this revised fee shall take effect immediately and thereafter.

Carried

A copy of Report #4a, entitled 2013 Fee Schedule, is appended to the office copy of these minutes.

MOTION #G12-82

Moved by Jim Hanna

Seconded by Roland Anstett

THAT the 2013 Fee Schedule, dated October 25, 2012, be adopted as presented.

Carried

2013 Proposed Budget

A copy of the revised draft Budget along with a Budget Fact Sheet is appended to the office copy of these minutes.

As requested at the September budget meeting, the 2012 General Levy surplus was applied to the 2013 proposed budget to help offset the 2013 increase. The application of this surplus now brings the increase in General Levy for 2013 down from 7% to 2.5%. However, concerns were raised regarding the effect this may have on future budgets.

Some discussion arose regarding the cost of the current benefit package, however, it was generally agreed that any possible changes could be discussed at future meetings.

Also briefly discussed was the fact that the Authority needs to review all its current programs, with a view to better understand what these programs offer to the public and whether or not they are still viable. All Directors agreed that the Authority needs to look at a 5 year plan, not just year by year, and then decide what direction the Authority should be going in with regard to its programs. At the March 29, 2012 Board of Directors meeting discussions were started regarding the future direction of the Authority. It was suggested that, at the December Board meeting, these discussions be continued. Preferably, each program staff member could give a detailed outline of their program to adequately inform Directors of just what is involved in their programs.

Overall, it was agreed that the 2013 proposed budget is much more palatable for Directors to present to their municipalities and staff was congratulated for their efforts.

MOTION #G12-83

Moved by Luke Charbonneau

Seconded by Roland Anstett

THAT the October 25, 2012 version of the 2013 Draft Budget be approved in principle as presented, and further

THAT staff be authorized to forward the Draft Budget to the Authority's watershed municipalities for a 30-day review.

Carried

5. CORRESPONDENCE

All correspondence was noted and filed:

MNR, Peterborough – letter to Don Pearson, General Manager, Conservation Ontario regarding reductions in transfer payments and cuts to MNR's programs

MOE, Source Protection Branch, Toronto – acknowledging receipt of the source protections plans for the Saugeen, Grey Sauble and Northern Bruce Peninsula Source Protection Region

Gail Beggs, Deputy Minister, Ministry of the Environment – email announcing the appointment of Ling Mark as the new Director of the MOE's Source Protection Programs Branch

Email from Brad Pryde – thanking the Authority for its gift to Brad and his wife Kathy for their donation of property to the Authority

Certificate of Recognition to Jo-Anne Harbinson, in recognition of her support of local grassroots tree planting projects, in honour of National Tree Day

Alan Jones – thanking the Saugeen and Grey Sauble CA's for hosting the Biennial Tour

Rob Messervey, CAO, Kawartha Conservation – commending the Saugeen and Grey Sauble CA's for organizing and hosting another great Biennial Tour

6. REPORTS

Chair & Conservation Ontario

The Chair noted he has visited the Authority's three campgrounds over the summer and find them to be in excellent shape. The Sulphur Spring Conservation Area is also looking great, with day use attendance up.

Finance Report

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

MOTION #G12-84

Moved by Roland Anstett

Seconded by Dan Kerr

THAT the Financial Report to September 30, 2012 be accepted as distributed, and further THAT the Accounts Payable, totaling \$623,099.42 for July, August and September 2012, 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 #G12-85

Moved by Glen Irwin

Seconded by Jim Hanna

THAT the Program Report be adopted as presented, and further

THAT the Permits as identified in Report #6b and dated October 25, 2012 be approved by the Board of Directors.

Carried

Foundation Report

Shannon Wood gave a brief slideshow presentation, highlighting some of the numerous achievements of the Foundation over the past year.

Property & Building Committee Minutes – October 16, 2012

These draft minutes were provided to the Directors for their review and a copy is appended to the office copy of these minutes.

MOTION #G12-86

Moved by Dan Kerr

Seconded by Jim Hanna

THAT the draft minutes of the Property & Building Committee meeting, held October 16, 2012, be received.

Carried

MOTION #G12-87

Moved by Luke Charbonneau

Seconded by Dan Kerr

THAT the Authority accept the donation of land, described as the East Part Lot 32, Concession 2, former Township of Bruce, Municipality of Kincardine, comprising of 16.72 acres, pending successful negotiations with the donor.

Carried

7. NEW BUSINESS

Conservation Ontario White Paper

A copy of Report #7a, entitled Conservation Ontario White Paper: Watershed Management Futures for Ontario, is appended to the office copy of these minutes.

Gary Senior gave a brief explanation of the document and indicated that it is primarily intended to facilitate future discussions between Conservation Ontario and the ministries of Natural Resources, Environment, and Agriculture Food and Rural Affairs.

Great Lakes Guardian Grant – Stoney Island Conservation Area

A copy of Report #7b, entitled Stoney Island Conservation Area – Great Lakes Guardian Grant Proposal, is appended to the office copy of these minutes. Al Leach was congratulated on his foresight to apply for this grant and a job well done.

MOTION #G12-88

Moved by Ron Coristine

Seconded by Dave Kell

THAT the Board of Directors approves the grant submission to the Ministry of the Environment's Great Lakes Guardian Grant with respect to trail and habitat improvements at Stoney Island Conservation Area.

Carried

CAMIS Camping Reservation System

A copy of Report #7c, entitled CAMIS Reservation System for Campgrounds, is appended to the office copy of these minutes.

MOTION #G12-89

Moved by Ron Coristine

Seconded by Dan Kerr

THAT the Board of Directors recommends that staff proceed to complete a multi-year contract agreement with CAMIS Inc. for the development of an on-line centralized reservation system for implementation in 2013 for the Saugeen Bluffs and Durham Conservation Areas; and further THAT the initial Contract Agreement be for a period not to exceed 5 years; and further THAT funds for the annual licensing, support and software costs of the contract reservation system come from the campground operating budgets.

Carried

Roof Repairs – Formosa Office

Jim Penner reported that it has recently become apparent that repairs are required on the entrance skylight/roof at the main entrance of the Formosa Administration Office. Over the years, the windows in the skylight have leaked and caused wood rot/damage to this area. Carpenter ants have now invaded the area and are destroying the wood even more. A local contractor has provided an estimate to replace the skylight with a solid roof, repair the damaged area, replace the two large potlights with four smaller lights and install soffit to match the rest of the building. An estimated cost of \$6,000 plus tax was quoted to complete the repairs.

Staff was directed to have this work completed as soon as possible.

MOTION #G12-90

Moved by Luke Charbonneau

Seconded by Roland Anstett

THAT the necessary repairs be made immediately to the front entrance skylight/roof area of the Formosa office building.

Carried

Emerald Ash Borer Control

A copy of Report #7d, entitled Emerald Ash Borer Control, is appended to the office copy of these minutes.

MOTION #G12-91

Moved by Luke Charbonneau

Seconded by Roland Anstett

THAT Saugeen Conservation provides an Emerald Ash Borer Control Program under the Grey Bruce Forestry Service and that the necessary injection equipment be acquired at an estimated cost of \$3,000.00 and further

THAT the funds for the equipment purchase shall come from the Forestry Program, and further

THAT staff determine an appropriate fee to include in the fee schedule for 2013.

Carried

Purchasing Policy Amendments

A copy of Report #7e, entitled Purchasing Policy Amendments, is appended to the office copy of these minutes.

Following considerable discussion, staff was instructed to draft a more detailed purchasing policy for the Authority, to be brought back to the Board of Directors at a future meeting.

8. OTHER BUSINESS

Stoney Island Conservation Area

Al Leach reported that the Kincardine Cross Country Ski Club has recently approached the Authority with a request to construct a small storage shed on the Stoney Island Conservation Area to house their equipment for use on trail maintenance. The club has raised enough funds to purchase a used tractor for their use during trail maintenance and upkeep and wish to store this equipment on-site instead of having to move it back and forth when needed.

MOTION #G12-92

Moved by Ron Coristine

Seconded by Luke Charbonneau

THAT the Authority approves the construction of a 12' x 16' storage shed at Stoney Island Conservation Area to house Kincardine Cross Country Ski Club equipment, and further

THAT the ski club provide proof of liability insurance for both the structure and equipment, and further

THAT the Authority be named as an additional insured, and further

THAT the Authority be provided with a copy of the insurance policy.

Carried

9. FOR THE GOOD OF THE COMMITTEE REPORTS

Bill Scriven – Is it the Board's wish to finish The Future discussions at the December Board meeting? Anyone who wishes to place an item on the Board's agenda for any meeting is welcome to do so and should let the staff know well in advance.

There being no further business, the meeting adjourned at 9:05pm on motion of Roland Anstett.

Bill Scriven
Chair

Bonnie Sherman
Executive Secretary