

SAUGEEN VALLEY CONSERVATION AUTHORITY

MINUTES

Conservation through Cooperation

MEETING: Authority Meeting
DATE: Tuesday March 21, 2017
TIME: 1:00 pm
LOCATION: Administration Office, Formosa

CHAIR: Luke Charbonneau

MEMBERS PRESENT: John Bell, Robert Buckle, Maureen Couture, Mark Davis, Barbara Dobreen, Kevin Eccles, Brian Gamble, Wilf Gamble, Dan Gieruszak, Stewart Halliday, Sue Paterson, Mike Smith, Andrew White

ABSENT WITH REGRET: Steve McCabe

OTHERS PRESENT: Paul Philips, Loucks & Loucks
Peter Loucks, Loucks & Loucks
John Bujold, Collins Barrow SGB LLP
David Grant, Delegate
Wayne Brohman, General Manager/Secretary-Treasurer
Laura Molson, Manager, Accounting
Erik Downing, Manager, Environmental Planning & Regulations
Jim Penner, Manager, Forestry
Janice Hagan, Recording Secretary
Guests

Chair Luke Charbonneau called the meeting to order at 1:02pm.

1. Adoption of Agenda

The General Manager/Secretary-Treasurer requested to amend the agenda by the addition of an item under New Business regarding the appointment of Agricultural Advisory Committee members. The Chair recommended a change in the order of several agenda items to accommodate guests in attendance.

MOTION #G17-48

Moved by Barbara Dobreen

Seconded by Wilf Gamble

THAT the agenda be adopted as amended.

CARRIED

2. Declaration of Pecuniary Interest

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

3. Minutes of the Authority Meeting – February 21, 2017

MOTION #G17-49

Moved by Kevin Eccles

Seconded by Stewart Halliday

THAT the minutes of the Authority meeting, held on February 21, 2017 be approved as circulated.

CARRIED

4. Presentations

- a. 2016 Audited Financial Statements

Mr. John Bujold, Collins Barrow SGB LLP, presented the Audit Report for the 2016 financial statements. It is the opinion of Collins Barrow that the financial statements of SVCA present fairly the financial position as at December 31, 2016 and are in accordance with Canadian public sector accounting standards. In the opinion of Collins Barrow, SVCA is in a positive financial position as it has adequate cash and net financial assets to meet its current obligations with no debt. Mr. Bujold thanked SVCA staff involved in the audit for their assistance and cooperation in completing the audit.

MOTION #G17-50

Moved by Robert Buckle

Seconded by Maureen Couture

THAT the 2016 Audited Financial Statements, as prepared by Collins Barrow SGB LLP, of Walkerton, be adopted.

CARRIED

- b. Planning & Regulations fee dispute

Delegate David Grant of Formosa reviewed the timeline of events leading to the violation infraction and the requirement to pay double the fee for drainage work performed in 2012 without a permit. It is his opinion that the fee should not be payable since the violation occurred beyond the statute of limitations time frame. The Members discussed the options of payment and concluded that Mr. Grant should not be required to pay the permit fee.

MOTION #G17-51

Moved by Maureen Couture

Seconded by Andrew White

THAT Mr. Grant pay the permit fee that was in place in 2012 to close the file.

DEFEATED

MOTION #G17-52

Moved by Mike Smith

Seconded by Kevin Eccles

THAT the fee and fine applicable for the 2012 works in question be waived.

CARRIED

Mr. Grant left the meeting.

5. Matters Arising from the Minutes

- a. General practices for reserves and working capital

The Authority members requested that John Bujold review standard accounting principles for working capital and reserve funds. Mr. Bujold informed the Authority that there are no explicit public sector standards. He further indicated that reserves are normally in place for specific purposes, such as those listed on page 6 of the financial statements as well as a general reserve for unexpected expenditures or future capital expenditures. He advised the members to regularly review the specific reserves to determine adequacy.

Mr. Bujold left the meeting.

- b. Planning & Regulations Draft Policies Manual

Hard copies have been delivered to some Authority members as requested.

6. Correspondence

Copy of Letter from Jerrold Beech regarding the recent policy change on hunting at the Saugeen Bluffs was discussed. Jim Penner explained the historical hunting policies and told the Authority that consideration for an amendment in policy (*Motion G16-72, Aug, 23, 2016*) had been due to the change in park usage to horse camping and trails. It is the opinion of some SVCA staff that horseback riding on the trails should be discouraged between November 1st and March 31st as damage to the trails could be incurred, allowing for hunting during that time. Signage for trail closures would be placed appropriately. The Authority directed staff to generate a hunting policy for the Saugeen Bluffs and present it to the Parks Committee to make recommendations.

7. Closed Session – Legal Matter

MOTION #G17-53

Moved by Barbara Dobreen

Seconded by Sue Paterson

THAT the Authority Members move to Closed Session, In Camera, to discuss a legal matter; and further

THAT legal representatives from Loucks & Loucks, Wayne Brohman, Erik Downing, Michelle Gallant, and Janice Hagan remain in the meeting.

CARRIED

MOTION #G17-57

Moved by Kevin Eccles

Seconded by Wilf Gamble

THAT the Authority Members adjourn from Closed Session, In Camera, and rise and report.

CARRIED

Only those items identified on the agenda were discussed in Closed Session. There were no actions to report from the Closed Session, In Camera.

8. Reports

a. Finance Report

The GM/S-T reviewed the Finance Report for January 2017 and highlighted several items. The Planning & Regulations revenue is higher than expected, indicating an increase in permits and inquiries. Campground revenues are higher than forecasted since there were early payments of seasonal fees. The Members requested that the Interest Earned be added to the 2018 budget.

MOTION #G17-58

Moved by Dan Gieruszak

Seconded by Robert Buckle

THAT the Financial Report to January 31, 2017 be accepted as distributed and further;

THAT the Accounts Payable, totaling \$112,299.90 be approved as distributed.

CARRIED

b. Program Report

The Authority members congratulated SVCA staff with special mention of Jo-Anne Harbinson for collaborating with the Township of Southgate to organize the Phragmites workshop. It was informative and well attended.

MOTION #G17-59

Moved by Barbara Dobreen

Seconded by Maureen Couture

THAT the Program report be adopted as presented.

CARRIED

c. Minutes of Forestry Committee Meeting – March 17, 2016

MOTION #G17-60

Moved by Wilf Gamble

Seconded by John Bell

THAT the minutes of the Forestry Committee meeting, March 17, 2016 be received as circulated.

CARRIED

d. Minutes of the Agricultural Advisory Committee Meeting, September 12, 2016

MOTION #G17-61

Moved by Mike Smith

Seconded by John Bell

THAT the minutes of the Agricultural Advisory Committee meeting, September 12, 2016 be received as circulated.

CARRIED

e. Flood Warning Software Upgrade

The GM/S-T reviewed the report submitted by Gary Senior and explained that the Flood Warning software (Basin Runoff Forecast Unit) has been in use since 1980 and will no longer be supported. Staff are recommending the purchase of the WISKI system and joining the WISKI hub along with other Conservation Authorities in Southwestern Ontario.

MOTION #G17-62

Moved by Andrew White

Seconded by Dan Gieruszak

THAT the Saugeen Valley Conservation Authority purchase the WISKI Water Resources Data Management System from Kisters for the Flood Warning and related programs; and further,

THAT the Authority join the Southwest WISKI Hub, for a total estimated cost of \$21,829 in 2017 and an ongoing annual estimated cost of \$6,779.

CARRIED

f. Planning & Regulations Actions Items

The Planning & Regulations Actions Items chart was presented for information. There was no discussion.

g. Annual Report

MOTION #G17-63

Moved by Maureen Couture

Seconded by Barbara Dobreen

THAT the 2016 Annual Report be accepted as presented and authorized for distribution.

CARRIED

9. New Business

a. Grey Bruce Forestry Services update

The GM/S-T reported that the Forestry Committee had attended a joint meeting with Grey Sauble CA Forestry Committee on February 24th. Discussion was focused on Grey Bruce Forestry Service which is a joint initiative between the two CA's. Staff were directed to prepare a report dealing with the vision/goals, structure and other factors related to GBFS.

b. Agricultural Advisory Committee appointees

The GM/S-T reported that the Agricultural Advisory Committee had appointed Ken Bridge, Bruce County Federation of Agriculture, as Chair and Mike Ryan, Grey County Federation of Agriculture, as Vice Chair for 2017. The Committee also appointed two new members: Steve Ernewein, Bruce County Federation of Agriculture and Paul Wettlaufer, Grey County Federation Agriculture who replaced Les Nichols and Kevin Raszmann respectively.

MOTION #G17-64

Moved by John Bell

Seconded by Mike Smith

THAT Paul Wettlaufer and Steve Ernewein, be appointed to the Agricultural Advisory Committee for 2017.

CARRIED

10. Other Business

a. Teeswater Flood Plain Mapping update

The GM/S-T informed the Authority that the Two Zone Floodway-Flood Fringe Floodplain Management concept had been established in Teeswater. Gary Senior had addressed the Municipality of South Bruce which has begun proceedings for zoning changes. The Chair stated that providing support to Gay Lea and the Municipality of South Bruce remains top priority for SVCA. He thanked Gary and SVCA staff for all of their efforts and assistance.

b. Draft Planning & Regulations Policies Manual

Erik Downing reported that the commenting period for the Draft Planning & Regulations Policies Manual had been closed and that constructive comments had been received. His report is appended to the office copy of these minutes. The next steps are to revise the draft document based on the comments and present it to the Authority at the next scheduled meeting complete with the tracked changes.

c. **Planning & Regulations Customer Service Survey Update**

The GM/S-T highlighted several of the most recent comments on the P&R Customer Service Survey.

d. **Local Newspaper articles**

The GM/S-T submitted articles from local newspapers regarding the SVCA for the purpose of keeping the Authority members up to date on current events.

11. For the Good of the Committee Reports

a. Update on Saugeen Valley Children’s Safety Village – The GM/S-T reported that the interior renovations had been completed at the Sulphur Spring Administration building and that the pads for the miniature buildings had been installed. Driveway paving will be done in the spring. There is a soft opening scheduled for April and the children’s program will officially begin in September.

b. The Chair reminded Authority members that it is important to confirm attendance for Authority meetings so that quorum can be determined beforehand and materials can be properly prepared.

c. Authority member Barbara Dobreen thanked SVCA staff for their participation in the OFA politicians briefing and other meetings. Dan Gieruszak would like to see staff participate in more of the Bruce Power/Bruce County meetings in future.

There being no further business, the meeting adjourned at 3:52pm on motion of Kevin Eccles.

Luke Charbonneau
Chair

Janice Hagan
Recording Secretary