

# SAUGEEN VALLEY CONSERVATION AUTHORITY

Conservation through Cooperation

# MINUTES

**MEETING:** Authority Annual Meeting  
**DATE:** Tuesday, January 16, 2018  
**TIME:** 1:00 p.m.  
**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

**ABSENT WITH REGRETS:** Steve McCabe, Andrew White

**OTHERS PRESENT:** Al Leach, Vice President, Saugeen Valley Children's Safety Village  
Wayne Brohman, General Manager/Secretary-Treasurer  
Jim Penner, Manager, Forestry  
Shannon Wood, Manager, Community Relations  
Donna Lacey, Forestry Technician  
Janice Hagan, Recording Secretary  
Guests

Chair Luke Charbonneau called the meeting to order at 1:06 p.m. He welcomed the members and guests to the SVCA Annual Meeting.

## 1. Adoption of Agenda

### **MOTION #G18-01**

Moved by Sue Paterson

Seconded by John Bell

THAT the agenda be adopted as presented.

**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 – December 19, 2017**

**MOTION #G18-02**

Moved by Kevin Eccles

Seconded by Maureen Couture

THAT the minutes of the Authority meeting, held on December 19, 2017 be approved as circulated.

**CARRIED**

**4. Introduction of Guests**

Paul Eagleson, Warden, Bruce County, thanked the Authority for the invitation to bring greetings. He wished the members a successful, busy and prosperous year.

Catherine Dickison, Chair of the Saugeen Valley Conservation Foundation, thanked the Authority for the invitation.

Mitch Twolan, Honourable Mayor, Township of Huron-Kinloss brought greetings from the Township.

Anna Marie Fosbrooke, Honourable Mayor, Township of Southgate, brought greetings from the Township and acknowledged the efforts of the Authority.

Phil Beard, General Manager/Secretary-Treasurer, Maitland Valley Conservation Authority, introduced Jim Campbell, Chair, MVCA. They thanked SVCA for the invitation.

Rebecca Herbert, Councillor, Municipality of West Grey, thanked the Authority for the invitation and encouraged SVCA to continue to focus on the Planning & Regulations department.

David Inglis, Honourable Mayor, Municipality of Brockton, told the Authority that it was a pleasure to be in attendance at the Annual Meeting. He said that he appreciates what the SVCA accomplishes in the watershed, promoting conservation and economic development.

Al Leach, Vice President, Saugeen Valley Children's Safety Village, thanked the Authority for the opportunity to be at the Authority's general meeting.

Dick Hibma, Past Chair, Conservation Ontario, updated the members on key changes to the Conservation Authorities Act. He commended SVCA for their work and encouraged the members to continue to be active in the organization.

John McFee, Constituency Assistant to the Honourable Lisa Thompson, MPP, Huron Bruce, brought greetings from the office. He noted that Ms. Thompson had spoken in the Legislative Assembly of Ontario regarding Bill 139, in support of local control specifically that municipalities should continue to choose Authority appointment.

## **Annual Meeting – January 16, 2018**

Paul McQueen, Honourable Mayor, Municipality of Grey Highlands, brought greetings for 2018. He thanked Chair Charbonneau for the invitation to the Annual Meeting.

Tracey Allison, Resources Management Supervisor, Ministry of Natural Resources & Forestry, brought greetings from the Owen Sound Field office. She is looking forward to continuing an excellent relationship with SVCA. She thanked SVCA for the support.

Francis Chua Manager, Environment & Sustainability, Bruce Power, thanked SVCA for the invitation and commended staff for their passion and efforts regarding environmental issues. He told the members that Bruce Power has recommended a number of projects and will be continuing to partner with SVCA. He presented a cheque on behalf of Bruce Power to the Authority in the amount of \$106,000. This is to help offset the environmental impacts of operations including taking water from Lake Huron and cutting of trees for new parking lots. Planned projects include a safe canoe access at Saugeen Bluffs CA, dam removal, EAB eradication, tree planting initiatives, and drone technology.

### **5. Chair's Address**

Chair Luke Charbonneau gave the following address:

"It has been my pleasure to serve as Chair of the Saugeen Valley Conservation Authority for the year 2017. We were reminded once again this year of why an agency like the SVCA is needed in our watershed.

On June 23rd, 149mm of rain fell in the Mount Forest area over the course of just 11 hours. This rain event caused significant flooding in the south Saugeen River and in our neighbouring watersheds. SVCA staff stood ready to provide flood warning information to our municipal partners as they managed this, sudden emergency in their communities. Once again our staff went above and beyond to help protect people from the effects of flooding.

This Authority is the best positioned agency in our watershed to monitor the river as it rises and falls, to record those changes and to ensure that people are kept out of harm's way.

We know that a robust SVCA flood warning system is vital to keeping people safe. That is why we have made investments this year in new flood warning software that will better serve our staff, municipal partners and, most importantly, the public.

In 2017, the Director of flood warning and longtime SVCA employee Gary Senior announced that he will be retiring in 2018. Gary's contributions to this Authority and to flood warning in particular have been extensive and he will be deeply missed. That said, I am very pleased that, thanks to Gary's leadership, we are well positioned to ensure that SVCA flood warning will continue unaffected in 2018 and beyond. The public has every reason to expect that this important service will continue to be reliable and even more effective and efficient in the years to come.

## **Annual Meeting – January 16, 2018**

A focused and effective SVCA planning and regulations department is also necessary to ensuring that people and property are protected from flooding in this watershed. Our mission to become MORE focused and MORE effective in this area has defined our activities in 2017.

The final adoption of the new Planning and Regulations Policy manual was an important step in setting expectations for our regulations officers. This document is now in force and effect and stands as a tool to allow this, and future, Authorities to further refine the role of our planning department and to hold it to account.

The ongoing development of a comprehensive planning and regulations file tracking system is making our planners more efficient and helping them to focus on making comments and issuing permits rather than on sifting through paper and searching for documents.

The successful completion of new Planning Services agreements with a number of watershed municipalities and the ongoing negotiation of all remaining agreements, is effectively eliminating unnecessary reviews of certain planning applications by this Authority. Through these efforts, we are improving the efficiency of our staff by focusing their knowledge and expertise in areas where they can actually make a difference.

With the final approval of new Teeswater Floodplain Mapping in February, we were able to show how new, detailed floodplain mapping can be created for targeted areas with high development potential and at relatively low cost. This project allowed a regionally important industrial expansion to take place in a way that complies with the SVCA regulation - and is proof positive that this Authority can be a partner in growing our communities when it is being focused and efficient in fulfilling its mandate to protect our watershed.

On top of all of that, our Planning and Regulations Department dealt with over 1,200 individual inquiries, delivered 133 clearances to facilitate the sale of properties, issued 234 Permits, made over 400 planning act comments and resolved 64 of more than 100 identified violations of the regulation. Out of all of this activity, this Authority found cause to deny only 2 of the applications that came before us this year.

It has been a very busy year and we owe our planning and regulations staff our thanks for all of their hard work.

Promoting and carrying out good watershed stewardship is another critical element in keeping flooding and the effects of flooding from putting our citizens and our communities at risk.

In 2017, this Authority planted 65,000 trees in our watershed and, through two property donations, ensured the permanent protection of over 200 acres of forested property in our communities.

We continued to provide education to our agricultural community to help them to preserve soil health and prevent erosion by planting cover crops and we assisted our partners in Grey Highlands in their effort to remove the Markdale Dam and advance our ongoing effort to restore the natural flow of the Saugeen River.

Meanwhile, our friends and partners with the Saugeen Valley Conservation Foundation advanced the message of Conservation through their annual events and promotional activities. At the same time they raised funds which were contributed to conservation activities and to the improvement of SVCA conservation areas.

**Annual Meeting – January 16, 2018**

This organization is lucky to have an abundance of volunteers and partner organizations helping us to deliver on our mandate. Without the contributions of groups like the foundation much of what we do would not be possible.

It certainly would not be possible to do our important work, protecting property and people without the outstanding efforts of our staff. It is not always easy to be an employee of this Authority BUT once again, in 2017, SVCA staff have gone over and above to serve this Authority and the public. I thank them all for their efforts.

2018 will be another year of change in this organization. Along with the departure of Gary Senior we will also be losing long time Forestry Manager Jim Penner. He has been a fixture of the SVCA and will be missed by his colleagues and by this Authority.

While the departure of these friends and colleagues is truly a loss to the organization, it is also an opportunity for rejuvenation and reinvention. This year will see changes in this organization which I am confident will strengthen it and improve its efficiency and effectiveness going forward.

Our efforts to improve and excel in flood warning, planning and regulatory enforcement and stewardship will continue in 2018. I am excited by the potential to carry on the work that has been started by this Authority and I am looking forward to continuing to work with all of you in 2018.  
Thank you.”

Luke Charbonneau, Chair, SVCA

**6. Election of Officers**

Luke Charbonneau vacated the chair in favour of Jim Campbell, Chair Pro Tem, who conducted the elections.

**MOTION #G18-03**

Moved by Stewart Halliday

Seconded by Wilf Gamble

THAT Jim Campbell be appointed as Chair Pro Tem for the purposes of conducting the election of officers for 2018.

**CARRIED**

Jim Campbell declared all offices vacant and called for a motion to appoint two scrutineers, in the event of an election count.

**MOTION #G18-04**

Moved by Maureen Couture

Seconded by Kevin Eccles

THAT Phil Beard and Dick Hibma be appointed as scrutineers for the election of officers.

**CARRIED**

**Election of Chair**

Jim Campbell called for nominations for the position of Chair for 2018. Kevin Eccles nominated Luke Charbonneau. No further nominations were received.

**MOTION #G18-05**

Moved by John Bell

Seconded by Maureen Couture

THAT the nominations for the position of Chair of the Saugeen Valley Conservation Authority be closed.

**CARRIED**

Mr. Charbonneau thanked his nominator and agreed to let his name stand for nomination.

**MOTION #G18-06**

Moved by Kevin Eccles

Seconded by Wilf Gamble

THAT Luke Charbonneau be appointed Chair of the Saugeen Valley Conservation Authority for the year 2018.

**CARRIED**

**Election of 1<sup>st</sup> Vice-Chair**

Jim Campbell called for nominations for the position of 1<sup>st</sup> Vice-Chair for 2018. Stewart Halliday nominated Dan Gieruszak. No further nominations were received. Mr. Gieruszak agreed to have his name stand for nomination.

**MOTION #G18-07**

Moved by Luke Charbonneau

Seconded by Barbara Dobreen

THAT the nominations for the position of 1<sup>st</sup> Vice-Chair of the Saugeen Valley Conservation Authority be closed.

**CARRIED**

**MOTION #G18-08**

Moved by Maureen Couture

Seconded by Brian Gamble

THAT Dan Gieruszak be appointed as 1<sup>st</sup> Vice-Chair of the Saugeen Valley Conservation Authority for the year 2018.

**CARRIED**

**Election of 2<sup>nd</sup> Vice-Chair**

Jim Campbell called for nominations for the position of 2<sup>nd</sup> Vice-Chair for 2018. Wilf Gamble nominated Maureen Couture. No further nominations were received for 2<sup>nd</sup> Vice-Chair.

**Annual Meeting – January 16, 2018**

**MOTION #G18-09**

Moved by Mike Smith

Seconded by Dan Gieruszak

THAT the nominations for the position of 2<sup>nd</sup> Vice-Chair of the Saugeen Valley Conservation Authority be closed.

**CARRIED**

Maureen Couture agreed to let her name stand for nomination.

**MOTION #G18-10**

Moved by Barbara Dobreen

Seconded by John Bell

THAT Maureen Couture be appointed 2<sup>nd</sup> Vice-Chair of the Saugeen Valley Conservation Authority for the year 2018.

**CARRIED**

**Election to the Position of Member at Large**

Jim Campbell called for nominations to fill the position of Member at Large for 2018. Luke Charbonneau nominated Kevin Eccles to fill the position of Member at Large. No further nominations were received.

**MOTION #G18-11**

Moved by John Bell

Seconded by Maureen Couture

THAT the nominations for the position of Member at Large of the Saugeen Valley Conservation Authority be closed.

**CARRIED**

Kevin Eccles was willing to let his name stand for nomination.

**MOTION #G18-12**

Moved by Luke Charbonneau

Seconded by Stewart Halliday

THAT Kevin Eccles be appointed to fill the position of Member at Large of the Saugeen Valley Conservation Authority for the year 2018.

**CARRIED**

Jim Campbell left the Chair Pro Tem position and Mr. Charbonneau took his place as Chair. He thanked the Authority for the vote of confidence in re-appointing him SVCA Chair for 2018.

**7. Presentation – Saugeen Valley Children’s Safety Village**

Al Leach, Vice President of the Saugeen Valley Children’s Safety Village gave a presentation to update the members on the Safety Village. He told the members that the renovations to the admin building had been completed. Sidewalks, fencing and curbs have been installed and the roadways are ready for paving in the spring. The SVCSV has obtained sponsorship money and many of the miniature buildings have been built. Professionals have been hired to develop educational programs and booking will begin shortly.

A coffee break was called at 2:24 p.m and the meeting was reconvened at 2:44 pm.

**8. Matters Arising from the Minutes**

- a. Changes to Draft Social Media Policy

Wayne Brohman reviewed the draft Social Media Policy and the changes that had been requested previously by the Authority. The members asked for links to the photography waiver forms be placed in the document. After further discussion the following motion was passed:

**MOTION #G18-13**

Moved by Maureen Couture

Seconded by Mark Davis

THAT the SVCA Social Media Policy be approved as amended; and further

THAT the Social Media Policy become effective immediately.

**CARRIED**

**9. Correspondence**

- Copy of Letter from Raylene Martell, Director of Council and Legislative Services/Clerk, Municipality of Grey Highlands, regarding the appointment of Stuart Halliday as the SVCA representative was added to the agenda, **noted and filed**.

**10. Reports**

- a. **Finance Report**

Wayne Brohman, General Manager/Secretary-Treasurer reviewed the Finance report to November 30, 2017 and noted that the year to date revenue is up 26% in the Environmental Planning and Regulations budget. He explained that this was due to the increase in permits. He also noted that the Flood Warning program is behind

**Annual Meeting – January 16, 2018**

in revenue and expenses due to the cost of the WHISKI Hub software which was delayed until December. He pointed out that the campground revenues were higher and expenses lower than budgeted and the campgrounds will show a reasonable surplus for the year. Forestry has awarded tenders for cutting and revenues are higher than forecasted. Wayne told the members that Bruce Power has generously given the Authority \$500,000 for various future projects.

**MOTION #G18-14**

Moved by Barbara Dobreen

Seconded by Mike Smith

THAT the Financial Report to November 30, 2017 be accepted as distributed and further;

THAT the Accounts Payable, totaling \$325,143.02 be approved as distributed.

**CARRIED**

**b. Program Report**

**MOTION #G18-15**

Moved by Maureen Couture

Seconded by Kevin Eccles

THAT the Program report be adopted as presented.

**CARRIED**

**c. Planning & Regulations Action Items**

The GM/S-T reviewed the Planning & Regulations Action Items. The Authority members discussed item #4 and the process involved in obtaining flood plain mapping. It was explained that peer group approval was a necessary part of the process. Erik Downing, Manager Planning & Regulations, will address this further at the next Authority meeting. There was no further discussion on this report.

**d. Minutes of the Agricultural Advisory Committee Meeting – September 11, 2017**

**MOTION #G18-16**

Moved by Dan Gieruszak

Seconded by John Bell

THAT the minutes of the Agricultural Advisory Committee, September 11, 2017 be received as circulated.

**CARRIED**

**e. Minutes of the Forestry Committee Meeting – February 21, 2017**

The Authority members noted the date of the Forestry Committee minutes and requested that draft committee minutes be received by the members even if they have not yet been approved by the committee.

**MOTION #G118-17**

Moved by John Bell

Seconded by Sue Paterson

THAT the minutes of the Forestry Committee, February 21, 2017 be received as circulated.

**CARRIED**

**11. New Business**

**a. Committee Appointments**

Appointment to Forestry Committee for 2018

**MOTION #G18-18**

Moved by Maureen Couture

Seconded by Mark Davis

THAT the following members be appointed to the Forestry Committee for 2018:

John Bell, Barbara Dobreen, Brian Gamble, and Sue Paterson.

**CARRIED**

Appointment to the Property & Building Committee for 2018

**MOTION #G18-19**

Moved by Sue Paterson

Seconded by Dan Gieruszak

THAT the following members be appointed to the Property & Building Committee for 2018:

Robert Buckle, Mark Davis, Kevin Eccles, and Stewart Halliday.

**CARRIED**

Appointment to Parks Committee for 2018

**MOTION #G18-20**

Moved by Wilf Gamble

Seconded by John Bell

THAT the following members be appointed to the Parks Committee for 2018:

Maureen Couture, Mark Davis, Kevin Eccles, and Dan Gieruszak.

**CARRIED**

Appointment to Agricultural Committee for 2018

**MOTION #G18-21**

Moved by Robert Buckle

Seconded by Barbara Dobreen

THAT the following three members be appointed to the Agricultural Advisory Committee for 2018:

John Bell, Steve McCabe, and Mike Smith.

**CARRIED**

Conservation Ontario Council Representatives

**MOTION #G18-22**

Moved by Maureen Couture

Seconded by Barbara Dobreen

THAT the Chair, Vice Chair, General Manager/Secretary-Treasurer serve as the representatives for Saugeen Valley Conservation Authority on the Conservation Ontario council for the year 2018.

**CARRIED**

**12. Other Business**

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

The GM/S-T reviewed several survey submissions. The members discussed the confidentiality of the survey and that some people do not have confidence in using it. It was agreed that this is only one tool of communication. It was requested that the statistics of permits being withdrawn be provided.

**b. 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.

There being no further business, the meeting adjourned at 3:50 p.m. on motion of Maureen Couture.

---

Luke Charbonneau  
Chair

---

Janice Hagan  
Recording Secretary