

SAUGEEN VALLEY CONSERVATION AUTHORITY

MINUTES

Conservation through Cooperation

MEETING: Authority Meeting
DATE: Thursday November 5, 2020
TIME: 1:00 p.m.
LOCATION: Electronic

CHAIR: Dan Gieruszak

MEMBERS PRESENT: Maureen Couture, Mark Davis, Barbara Dobreen, Mark Goetz, Cheryl Grace, Tom Hutchinson, Mike Myatt, Sue Paterson, Diana Rae, Christine Robinson, Bill Stewart

ABSENT WITH REGRETS: Paul Allen, Steve McCabe, Don Murray

OTHERS PRESENT: Glen Norcliffe, Kincardine Ski Club
Jennifer Stephens, General Manager/Secretary Treasurer
Laura Molson, Manager, Accounting
Erik Downing, Manager, Environmental Planning & Regulations
JoAnne Harbinson, Manager, Water Resources & Stewardship Services
Donna Lacey, Manager, Forestry and Lands
Shaun Anthony, Flood Warning/Water Quality Coordinator
Janice Hagan, Administrative Assistant/Recording Secretary

Chair Dan Gieruszak, called the meeting to order at 1:00 p.m.

1. Adoption of Agenda

An amended agenda had been forwarded to the Members prior to the meeting.

MOTION #G20-89

Moved by Mike Myatt

Seconded by Barbara Dobreen

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 – October 1, 2020

MOTION #G20-90

Moved by Maureen Couture

Seconded by Cheryl Grace

THAT the minutes of the Authority meeting, held October 1, 2020 be approved as circulated.

CARRIED

4. Presentation – Glen Norcliffe, Stoney Island Ski Club

Glen Norcliffe presented to the Authority a history of the Stoney Island Conservation Area. He noted that the property was acquired by SVCA in 1973. In 1995, SVCA considered selling the property, however, it was agreed that the Kincardine Ski Club would maintain the trails on a volunteer basis if the property was retained by SVCA. This arrangement continues to the present. According to records kept by the club, there has been approximately 5,900 volunteer hours contributed to the maintenance of the property since 1997. These volunteers clear the trails each year, including removal of tree branches and rocks, and make improvements according to standards set by SVCA. Bridges have been built and maintained, and the Russel Municipal Drain has been kept clear. The club welcomes school groups to the area and has a ski loan program. Mr. Norcliffe told the Authority that the club activities support SVCA under the *Conservation Authorities Act* as it relates to natural hazards, the conservation and management of lands, and to the duties, functions, and responsibilities of the Authority. The Members thanked Mr. Norcliffe for the presentation.

5. Matters Arising from the Minutes

a. Novel Coronavirus (COVID-19) Pandemic Response Update

Jennifer Stephens, GM/S-T, reviewed the protocols set in place in adherence to regional guidelines. She told the members the Administration office will be opening to the public by appointment on November 9, 2020 and noted that there has been no interruption in services during closure. Staff are screened upon entrance to the Administration Office and schedules have been created for working on a rotational basis. Staff continue to maintain social distancing, wearing of masks, and have implemented disinfection strategies. The Members requested that notification of office opening be sent to the municipal clerks and be posted on social media.

b. 2021 Draft Budget Review

Laura Molson summarized the Draft Proposed 2021 Budget report and noted that at the Authority's direction, Staff had made changes such that the levy increase would be 1.6%. Changes incorporated include a reduction of expenses in Community Relations, Environmental Planning & Regulations, Non-Revenue Parks and Lands Management, and GIS/IT, as well as an increased use of reserves. The Members discussed staff cost of living and grid increases and requested that a separate report on salary compensation and performance evaluation be submitted to the Board of Directors.

After further discussion, the following motion was passed:

Authority Meeting – November 5, 2020

MOTION #G20-91

Moved by Maureen Couture

Seconded by Mark Davis

THAT the SVCA Board of Directors approve a general levy increase of 1.6% for the 2021 draft budget in principle; and further

THAT Staff be authorized to forward the draft budget to the Authority's watershed municipalities for a 30-day review.

CARRIED

c. 2021 Fee Schedule

Laura Molson presented the draft User Fee Schedule for 2021. The Forestry fees will be set when pricing from tree nurseries has been received. Laura noted that it was proposed to maintain the 2020 camping fees as per the Parks Committee recommendations. The Members discussed setting the camping fees before seasonal contracts are circulated in successive years.

After further discussion, the following motion was passed:

MOTION #G20-92

Moved by Maureen Couture

Seconded by Cheryl Grace

THAT the 2021 User Fee Schedule, presented November 5, 2020, be adopted.

CARRIED

6. Consent Agenda

MOTION #G20-93

Moved by Barbara Dobreen

Seconded by Tom Hutchinson

THAT the reports, Minutes, and information contained in the Consent Agenda, [items 6a-g], along with their respective recommended motions be accepted as presented.

CARRIED

7. Closed Session

MOTION #G20-94

Moved by Sue Paterson

Seconded by Christine Robinson

THAT the Authority move to Closed Session, In Camera, to discuss personal matters about identifiable individuals; and further

THAT Jennifer Stephens, Laura Molson, and Janice Hagan remain in the meeting.

CARRIED

Bill Stewart left the meeting at 2:45 p.m.

Authority Meeting – November 5, 2020

MOTION #G20-97

Moved by Barbara Dobreen

Seconded by Mark Goetz

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

CARRIED

There was nothing to report from the Closed Session.

8. New Business

a. Section 28 Violations Report

The Members discussed the Section 28 Violations Report as submitted by Erik Downing.

After discussion, the following motion was passed:

MOTION #G20-98

Moved by Sue Paterson

Seconded by Maureen Couture

THAT the status of current violations be received.

CARRIED

b. SVCA Plan Review Service Agreements – Update

Brandi Walter reviewed the Plan Review Service Agreements report and gave an updated status of the existing and on-going negotiations.

After further discussion, the following motion was carried:

MOTION #G20-99

Moved by Mark Goetz

Seconded by Cheryl Grace

THAT Saugeen Valley Conservation Authority continues Plan Review Service Agreement negotiations with member municipalities.

AND THAT agreements dated earlier than 2017 may be deemed null and void at a later date with appropriate notification.

AND FURTHER THAT the target date to have updated Plan Review Service Agreement in place with member municipalities is June 2021.

CARRIED

c. Well Upgrade and Decommissioning Program

Jo-Anne Harbinson presented the report on the proposed Well Upgrade and Decommissioning Program. It was noted that the Nuclear Waste Management Organization (NWMO) had committed \$50,000 in funding support. The Members commended Staff for developing and implementing the program.

Authority Meeting – November 5, 2020

After discussion, the following motion was passed:

MOTION #G20-100

Moved by Mike Myatt

Seconded by Tom Hutchinson

THAT the SVCA Board of Directors endorse the establishment of a Well Upgrade and Decommissioning Program using funds provided by the Nuclear Waste Management Organization;

AND FURTHER THAT Staff be directed to pursue longer term funding opportunities to sustain the continuation of this Program beyond 2022.

CARRIED

d. Revisions to Committee Terms of Reference

The GM/S-T told the Authority that Staff recommend updating the Terms of Reference for each of the five committees. Staff will present the updated documents at the February 2021 Authority meeting and upon approval would be posted on the SVCA website.

MOTION #G20-101

Moved by Cheryl Grace

Seconded by Mike Myatt

THAT the Board of Directors direct Staff to work collaboratively with current members of the SVCA's Committees to finalize a Terms of Reference outlining responsibilities and operational procedures;

AND THAT each Terms of Reference have a clause requiring that invitations be sent to Directors when the Committee is meeting within their municipality;

AND FURTHER THAT the Terms of Reference be brought before the Board of Directors at their February 2021 meeting.

CARRIED

There being no further business, the meeting adjourned at 4:30 p.m. on motion of Maureen Couture and Barbara Dobreen.

Dan Gieruszak
Chair

Janice Hagan
Recording Secretary