

# SAUGEE VALLEY CONSERVATION AUTHORITY

Conservation through Cooperation

# MINUTES

**MEETING:** Authority  
**DATE:** Thursday, October 22, 2015  
**TIME:** 7:00pm  
**LOCATION:** Administration Office, Formosa

**CHAIR:** Luke Charbonneau

**MEMBERS PRESENT:** Robert Buckle, Barbara Dobreen, Kevin Eccles, Brian Gamble, Wilf Gamble, Stewart Halliday, Steve McCabe, Mike Smith.

**ABSENT WITH REGRET:** Maureen Couture, John Eccles, Dan Gieruszak, Dan Kerr, Sue Paterson, Andrew White

**OTHERS PRESENT:** Wayne Brohman, General Manager/Secretary-Treasurer  
Jo-Anne Harbinson, Manager, Water Resources and Stewardship Services  
  
Janice Hagan, Recording Secretary  
Member of the Media

Chair Luke Charbonneau called the meeting to order at 7:04 pm.

1. ADOPTION OF AGENDA

**MOTION #G15-55**

Moved by Robert Buckle  
Seconded by Barbara Dobreen  
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 BOARD OF DIRECTORS MEETING – September 24, 2015

**MOTION #G15-56**

Moved by Barbara Dobreen

Seconded by Mike Smith

THAT the minutes of the Board of Directors meeting, held on September 24, 2015, be adopted as circulated.

**Carried**

4. MATTERS ARISING FROM THE MINUTES

a. 2016 Budget – update/questions

The General Manager/Secretary-Treasurer was asked to break out the salary costs allocated to the Foundation for the Community Relations Department. He presented an updated budget showing these amounts. There were questions from the members regarding the methods used for salary increases and the GM/S-T explained that there is a salary grid system which is increased each year based on the Ontario CPI cost of living adjustment. As well an employee moves up the grid based on performance.

The GM/S-T reminded the Members that he is willing to attend Municipality meetings to discuss the proposed SVCA budget. He also reminded the Members that their presence at the Authority budget approval meeting is required to cast a vote.

b. Planning & Regulation Customer Service Survey

The GM/S-T explained the changes that were to be made to the Customer Service Survey and that the expected start date for distribution would be November 2, 2015.

c. SVCSV Signed Lease Agreement

Mr. Brohman presented the signed lease Agreement for the Saugeen Valley Children's Safety Village. He told the Members that the effective date of the lease was October 17, the keys had been handed over and that renovations were commencing before year end.

5. CORRESPONDENCE

Letter from the Town of Hanover indicating that Council had passed a resolution approving the 2016 SVCA Draft Budget. The GM/S-T explained that it isn't necessary for the Municipalities to pass resolutions on the budget and that there will be a vote at the next scheduled Authority meeting. The letter was noted and filed.

6. PRESENTATION: LOCKERBY DAM REMOVAL

Jo-Anne Harbinson shared a Power Point presentation on the removal of the Lockerby Dam. She showed photographs of the entire process from beginning to completion, and described the various steps that had to be taken in order to make the project a success. The Chair thanked Jo-Anne and told the Members that the project had been well executed. The Members congratulated her on her accomplishments.

Jo-Anne left the meeting at 8:05pm.

7. REPORTS

a. Finance Report #7a

**MOTION #G15-57**

Moved by Steve McCabe

Seconded by Wilf Gamble

THAT the Financial Report to August 31, 2015 be accepted as distributed and further;

THAT the Accounts Payable, totaling \$654,537.46 be approved as distributed.

**Carried**

b. Program Reports #7b

**MOTION #G15-58**

Moved by Robert Buckle

Seconded by Brian Gamble

THAT the Program Report be adopted as presented.

**Carried**

c. Financial Reserve Report

The GM/S-T explained the Financial Reserve report and gave the Members information on how the amounts are increased and distributed. The members requested that at the December Authority meeting the GM/S-T present a draft Reserves schedule that incorporates the financial results of the draft 2016 budget presented at the September Authority meeting.

d. Planning & Regulations Action Items Report

The GM/S-T reviewed the Planning & Regulations Action Items Report. He summarized the changes and described the items that had been updated. He explained the property identifier aspect of the file tracking system (Item #2). The Members would like the File Tracking System to be a high priority treated with urgency. The members would like to have more information regarding staff promotion (Item #9). The Chair requested that Mr. Brohman review the human resources policies and ensure that they are compliant.

8. NEW BUSINESS

a. Phragmites Letter

The Chair presented information regarding the serious phragmites issue and explained the concerns over the spread of this invasive species. He submitted a letter to the Members that is to be sent to governmental staff per the following motion, outlining new measures for extermination of phragmites. The Authority requests that the measures be put in place to effectively eliminate phragmites and offers assistance in implementing a plan to assist that initiative.

**MOTION #G15-59**

Moved by Mike Smith

Seconded by Robert Buckle

Be it resolved that, the Saugeen Valley Conservation Authority endorses the attached letter regarding new measures urgently needed to control the invasive species, Phragmites in the Saugeen Valley watershed, and further;

THAT the Authority directs that this letter be signed by the Chair and sent to all Saugeen Valley watershed municipalities seeking their support, and further;

THAT the Authority directs that this letter be sent directly to the following recipients; The Rt. Honourable Prime Minister of Canada, The Honourable Premier of Ontario, the Federal Minister of Health, the Federal Minister of the Environment, the Federal Minister of Fisheries and Oceans, the Ontario Minister of Agriculture and Rural Affairs, the Ontario Minister of the Environment, the three Watershed MP's and three MPP's, the Pest Management Regulatory Agency (PMRA), Conservation Ontario and the Lake Huron Center for Coastal Conservation.

**Carried**

b. Pay by Phone

The GM/S-T told the Members about the McKay Pay-by-Phone option for collecting parking payments. Currently there is a donation box at Sulphur Spring Park. Donation boxes had been at other parks but were removed over the years due to theft and vandalism. The Pay by Phone option is expected to encourage more people to pay, and would eliminate theft/vandalism of the donation boxes. The members asked Mr. Brohman to update the User Fee Schedule to reflect daily parking fees and the season pass.

**MOTION #G15-60**

Moved by Steve McKay

Seconded by Barbara Dobreen

THAT the Authority instruct staff to install McKay Meters signage at the following parks: Sulphur Spring, Allan Park, and Bells Lake on a trial basis and further;

THAT the fee amount is to be set out in the 2016 User Fee Schedule and further;

THAT staff report back to the Authority in one year on the results of this initiative.

**Carried**

A coffee break was called at 9:04pm.

Chair Luke Charbonneau called the meeting back to order at 9:12pm

c. User Fee Schedule

The Members of the Authority discussed the proposed changes to the 2016 User Fee Schedule and added the Seasonal Pass (Section 2-h) in the amount of \$30.

**MOTION #G15-61**

Moved by Mike Smith

Seconded by Brian Gamble

THAT the 2016 Fee Schedule, dated October 2015, be adopted, and further;

THAT the entrance fee be \$5.00 per vehicle and \$30 per season pass at Sulphur Spring, Allan Park, and Bells Lake.

**Carried**

d. Nottawasaga Valley CA – legal matter

The GM/S-T advised the Authority about a legal issue that had been brought against the Nottawasaga Valley CA and that they have applied for the right to appeal. The Chair requested that Mr. Brohman forward the details of the case via email to each of the Members.

e. 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 9:52pm on motion of Kevin Eccles.

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Luke Charbonneau  
Chair

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Janice Hagan  
Recording Secretary