

# SAUGEEN VALLEY CONSERVATION AUTHORITY

Conservation through Cooperation

# MINUTES

**MEETING:** Authority Annual Meeting  
**DATE:** Friday January 22, 2021  
**TIME:** 1:00 p.m.  
**LOCATION:** Electronic

**CHAIR:** Maureen Couture

**MEMBERS PRESENT:** Paul Allen, Mark Davis, Barbara Dobreen, Dan Gieruszak, Cheryl Grace, Tom Hutchinson, Steve McCabe, Don Murray, Mike Myatt, Sue Paterson, Christine Robinson, Bill Stewart

**ABSENT WITH REGRETS:** Mark Goetz, Diana Rae

**OTHERS PRESENT:** Dick Hibma, Chair Pro Tem  
Tim Lanthier, CAO, Grey Sauble Conservation Authority  
Phil Beard, General Manager/Secretary-Treasurer, Maitland Valley Conservation Authority  
Jennifer Stephens, General Manager/Secretary -Treasurer  
Laura Molson, Manager, Corporate Services  
Erik Downing, Manager, Environmental Planning & Regulations  
JoAnne Harbinson, Manager, Water Resources  
Donna Lacey, Manager, Forestry and Lands  
Janice Hagan, Executive Assistant  
Special Guests

Chair Dan Gieruszak, called the meeting to order at 1:03 p.m. He welcomed the members and guests to the SVCA Annual meeting.

## **1. Land Acknowledgement**

As we work towards reconciliation with Indigenous people, we begin our meeting today by respectfully acknowledging that we are situated on Traditional Territories and Treaty Lands, in particular those of the Chippewas of Saugeen Ojibway Territory know as the Saugeen Ojibway Nation.

As shared stewards of Ontario's land and water resources – along with the First nations community – Saugeen Valley Conservation Authority appreciates and respects the history and diversity of the land and its peoples and are grateful to have the opportunity to meet in this territory.

**2. Adoption of Agenda**

**MOTION #G21-01**

Moved by Christine Robinson

Seconded by Cheryl Grace

THAT the amended agenda be adopted as presented.

**CARRIED**

**3. Declaration of Pecuniary Interest**

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

**4. Approval of Authority Meeting Minutes**

- a. November 20, 2020 – Special Authority Meeting

**MOTION #G21-02**

Moved by Steve McCabe

Seconded by Christine Robinson

THAT the minutes of the Authority Special Meeting, held on November 20, 2020 be approved as circulated.

**CARRIED**

- b. December 3, 2020 – Authority Meeting

**MOTION #G21-03**

Moved by Barbara Dobreen

Seconded by Mike Myatt

THAT the minutes of the Authority Meeting, held on December 3, 2020 be approved as circulated.

**CARRIED**

**5. Introduction of Guests**

Greetings were brought to SVCA from the following dignitaries and special guests:

- Ben Lobb, MP, Huron/Bruce
- Alex Ruff, MP, Bruce/Grey/Owen Sound
- Lisa Thompson, MPP, Huron/Bruce
- Bill Walker, MPP, Bruce/Grey/Owen Sound
- Paul McQueen, Deputy Warden, County of Grey, and Mayor, Municipality of Grey Highlands
- Robert Buckle, Mayor, Municipality of South Bruce
- Luke Charbonneau, Mayor, Town of Saugeen Shores
- John Woodbury, Mayor, Township of Southgate
- Sue Paterson, Mayor, Town of Hanover
- Christine Robinson, Mayor, Municipality of West Grey
- Cathy Little, Chair, Grey Sauble Conservation Authority
- Tim Lanthier, CAO, Grey Sauble Conservation Authority

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- Phil Beard, General Manager/Secretary-Treasurer, Maitland Valley Conservation Authority

**6. Presentation: Highlights From 2020**

Jennifer Stephens presented 2020: A Year of Resilience to the Board of Directors. She highlighted various accomplishments and changes that transpired at SVCA in 2020.

**7. Chair's Address**

Dan Gieruszak gave the following address:

“It is my pleasure to present the 2020 Chair’s report.

Change and challenge throughout 2020 – From Provincial government to COVID-19, yet through all of this, I suggest the greatest change and challenge we have faced, is the one we have chosen to take on – and that is the continuous improvement in the delivery of our core mandate, to protect people and property from extreme weather events.

Our continuous improvement, won’t happen through the excellent individual efforts of our staff alone... it will require building a strong team, aligned not only from Authority directors, through the General Manager, to our senior managers and staff. We must also be aligned with the Provincial Government, our Conservation Authority peers, our municipalities and counties. We can’t solve all of our challenges overnight, and we can’t solve all of our challenges with increased revenues.

However, I believe we can exceed expectations, and achieve our goals, through leadership, teamwork, collaboration, and the understanding that collectively, we are the most skilled and experienced people in the province to achieve the mandate given to us.

During this past year we have continued our multi-year effort to build a Conservation Authority that is focused intently on fulfilling its core mandate.

Through regulatory review and diligence from staff and Authority directors, we have reduced the total land area subject to SVCA regulatory review by more than 50,000 acres, since 2015.

In 2018 we had flooding and the loss of a bridge in Chesley. In Paisley, the town was put at risk with high water and an ice jam. Having witnessed other extreme weather events across the province we know and understand the importance of the work we are doing.

And while we are improving our capacity to protect people from extreme weather events, we are also improving our ability to work with municipalities to ensure flood resiliency. All of this, while reducing the complexity of our regulatory process, enabling watershed property owners and developers to contribute to our region’s prosperity, without sacrificing the integrity of our environment.

As part of a multi-year effort to focus the Authority’s activities to better match our core mandate, in 2018 we reaffirmed that the SVCA would not provide planning advice on matters pertaining to natural heritage. This direction to focus on our core mandate was rejected by our municipal partners and counties, therefore it is a service we continue to provide, however it demonstrates the challenges we face –

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focusing on the core mandate as legislated by the Province, while maximizing service to municipalities and minimizing levy increases.

While 2020 has been a challenging year, we know that many businesses and the families that depend on them will have an even more challenging year in 2021. I am very pleased that staff and directors recognizing that 2020 and 2021 were challenging years for many, have focused on the difficult decisions that ensure that we continue to improve our services to municipalities and watershed residents.

With support and direction from our General Manager, staff and board members have been able to establish a 2021 budget with minimal increase to municipal members, while improving and maintaining the services and infrastructure of the Conservation Authority. It is however important to note that dipping into reserves, two years in a row, is not sustainable. I hope our municipal and provincial partners recognize and appreciate the sacrifices made, because, we believe, we are in this together. And we believe, we all benefit, when we are open, honest, transparent, respectful, and collaborative.

As part of a multi-year effort to focus the Authority's activities, SVCA has made staffing changes to enable more effective engagement with our municipal partners, as well as more strategic alliances linked to our core mandate. We recognize we can't get to where we want to be by doing things the way we've always done them.

So we will continue to engage our stake holders to better match our mandate, and "re-engineer" our services, policies and processes, adapting best practices from across the province, and utilizing new technology wherever possible. This is what we have begun in 2020, and this is what we will continue in 2021, all while responding to the unpredictable challenges brought on by COVID-19.

Thank you."

Christine Robinson left the meeting at 1:50 p.m.

### **8. Election of Officers**

#### **MOTION #G21-04**

Moved by Mark Davis

Seconded by Mike Myatt

THAT Dick Hibma be appointed as Chair Pro Tem for the purposes of conducting the election of officers for 2021.

**CARRIED**

Dan Gieruszak vacated the chair in favour of Dick Hibma, Chair Pro Tem, who conducted the elections. Dick declared all offices vacant and called for a motion to appoint two scrutineers, in the event of an election count.

#### **MOTION #G21-05**

Moved by Cheryl Grace

Seconded by Tom Hutchinson

THAT Tim Lanthier and Phil Beard be appointed as scrutineers for the election of officers.

**CARRIED**

**a. Election of Chair**

Dick called for nominations for the position of Chair for 2021. Bill Stewart nominated Maureen Couture. No further nominations were received.

**MOTION #G21-06**

Moved by Steve McCabe  
Seconded by Don Murray

THAT the nominations for the position of Chair of the Saugeen Valley Conservation Authority for 2021 be closed.

**CARRIED**

Maureen Couture was acclaimed 2021 Chair of the Saugeen Valley Conservation Authority Board of Directors.

**b. Election of Vice Chair**

Dick called for nominations for the position of Vice Chair for 2021. Steve McCabe nominated Barbara Dobreen. No further nominations were received.

**MOTION #G21-07**

Moved by Maureen Couture  
Seconded by Cheryl Grace

THAT the nominations for the position of Vice Chair of the Saugeen Valley Conservation Authority for 2021 be closed.

**CARRIED**

Barbara Dobreen was acclaimed 2021 Vice Chair of the Saugeen Valley Conservation Authority Board of Directors.

**c. 2nd Vice Chair**

Dick called for nominations for the position of 2<sup>nd</sup> Vice Chair for 2021. Mike Myatt nominated Steve McCabe. Mark Davis nominated Don Murray.

**MOTION #G21-08**

Moved by Sue Paterson  
Seconded by Bill Stewart

THAT the nominations for the position of 2<sup>nd</sup> Vice Chair of the Saugeen Valley Conservation Authority for 2021 be closed.

**CARRIED**

Steve McCabe and Don Murray both thanked their nominators and agreed to let their names stand for nomination. The Directors voted by secret ballot using the Survey Monkey platform. The Scrutineers informed Chair Hibma that Steve McCabe was elected by the Directors as 2<sup>nd</sup> Vice Chair.

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**MOTION #G21-09**

Moved by Barbara Dobreen

Seconded by Mike Myatt

THAT Steve McCabe be appointed as elected to the position of 2<sup>nd</sup> Vice Chair of the Saugeen Valley Conservation Authority for 2021.

**CARRIED**

**d. Past Chair**

Dan Gieruszak was appointed Past Chair of the SVCA Board of Directors automatically.

**e. Motion to Delete Surveys (Ballots)**

**MOTION #G21-10**

Moved by Cheryl Grace

Seconded by Maureen Couture

THAT the surveys created on Survey Monkey for the purposes of the Election of Officers be deleted.

**CARRIED**

Maureen Couture assumed the position of Chair. She thanked Dan Gieruszak for his leadership over the past 2 years noting that he had met challenging times with diplomacy and graciousness. She looks forward to working with the Board and staff over the next year.

**9. Committee Appointments**

- a. Conservation Ontario Voting Delegate, 1st Alternate, and 2nd Alternate

**MOTION #G21-11**

Moved by Sue Paterson

Seconded by Bill Stewart

THAT the SVCA Chair be appointed Voting Delegate, the SVCA Vice Chair be appointed as the 1st voting alternate and the GM/S-T be appointed as the 2nd voting alternate on the Conservation Ontario council.

**CARRIED**

- b. Appointments to the Forestry Committee

**MOTION #G21-12**

Moved by Mark Davis

Seconded by Paul Allen

THAT the following members be appointed to the Forestry Committee for 2021:

Barbara Dobreen, Tom Hutchinson, Don Murray, and Mike Myatt.

**CARRIED**

- c. Appointments to the Property & Building Committee

**MOTION #G21-13**

Moved by Dan Gieruszak

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Seconded by Barbara Dobreen

THAT the following members be appointed to the Property & Building Committee for 2021:  
Paul Allen, Cheryl Grace, Don Murray, Diana Rae, and Bill Stewart.

**CARRIED**

d. Appointments to the Parks Committee

**MOTION #G21-14**

Moved by Steve McCabe

Seconded by Tom Hutchinson

THAT the following members be appointed to the Parks Committee for 2021:  
Cheryl Grace, Mike Myatt, Sue Paterson, and Bill Stewart.

**CARRIED**

e. Appointments to the Agricultural Advisory Committee

Appointments to the Agricultural Advisory committee were deferred.

**10. Matters Arising from the Minutes**

a. Approval of 2021 Budget

**MOTION #G21-15**

Moved by Cheryl Grace

Seconded by Dan Gieruszak

THAT the Saugeen Valley Conservation Authority adopt the 2021 Budget as approved in principle at the November 2020 meeting;

AND FURTHER THAT the Authority share of the costs will be raised through general revenues, reserves, donations, general surplus, and special and general levies in accordance with the *Conservation Authorities Act*;

AND FURTHER THAT the General Manager/Secretary-Treasurer is hereby authorized to forward levy notices to the member municipalities.

A recorded vote was taken for the 2021 Budget with the following results:

Arran-Elderslie	Mark Davis	Yea
Brockton	Dan Gieruszak	Yea
Chatsworth	Diana Rae	Absent
Grey-Highlands	Paul Allen	Yea
Hanover	Sue Paterson	Yea
Howick	Mark Goetz	Absent
Huron-Kinloss	Don Murray	Yea
Kincardine	Maureen Couture	Yea
Kincardine	Bill Stewart	Yea
Minto	Steve McCabe	Yea

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Morris-Turnberry	Mark Goetz	Absent
Saugeen Shores	Cheryl Grace	Yea
Saugeen Shores	Mike Myatt	Yea
South Bruce	Mark Goetz	Absent
Southgate	Barbara Dobreen	Yea
Wellington North	Steve McCabe	Yea
West Grey	Tom Hutchinson	Yea
West Grey	Christine Robinson	Absent

The result of the vote was 100% of the weighted average of those present in favour. Therefore, **Motion #G21-15 was CARRIED.**

**MOTION #G21-16**

Moved by Barbara Dobreen

Seconded by Steve McCabe

THAT the amount of \$1,732,919 be raised by General levy in 2021;

AND FURTHER THAT General Levy payments shall be due in two equal instalments on March 31 and June 30;

AND FURTHER THAT late payments shall be subject to the Authority's normal late payment charge of 1.50% per month thereafter;

AND FURTHER THAT in accordance with Section 27(4) of the *Conservation Authorities Act*, R.S.O. 1990, the minimum sum that shall be levied against a participating municipality for administration costs shall be \$1,100.

**CARRIED**

**b. Website Redesign and Rebranding**

Cheryl Skingley presented the Website Redesign and Rebranding report and outlined staff recommendations. Discussion included the potential costs of updating the logo as pertains to transitioning of signage, staff uniforms etc. Staff were directed to present a variety of logo options to the Board for recommendation. It was noted that the logo redesign is only a small segment of the rebranding initiative.

**MOTION #G21-17**

Moved by Cheryl Grace

Seconded by Bill Stewart

THAT staff be directed to enter into an agreement with eSolutions Group to redesign the SVCA website and to develop a new brand for the conservation authority;

AND FURTHER THAT additional funds (\$14,000) required for the project be drawn from the Working Capital Reserve.

A recorded vote was requested by Mark Davis.

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Paul Allen	Yea
Mark Davis	Nay
Barbara Dobreen	Yea
Dan Gieruszak	Yea
Cheryl Grace	Yea
Tom Hutchinson	Yea
Steve McCabe	Nay
Don Murray	Nay
Mike Myatt	Yea
Sue Paterson	Yea
Bill Stewart	Yea
Maureen Couture	Yea

**CARRIED**

**11. Consent Agenda**

**MOTION #G21-18**

Moved by Tom Hutchinson

Seconded by Sue Paterson

THAT the reports, minutes, and information contained in the Consent Agenda, [items 11a-g], along with their respective recommended motions be accepted as presented.

**CARRIED**

Christine Robinson returned to the meeting at 3:40 p.m.

**12. New Business**

- a. Presentation – Drinking Water Source Protection Program (DWSP)

Jennifer reviewed the DWSP program and clarified that it is one of the mandatory programs and services of the conservation authority. The *Conservation Authorities Act (Section 21.1.iii)* outlines the responsibilities of CAs and states that an authority shall provide programs or services within its area of jurisdiction including those related to the authority’s duties, functions, and responsibilities as a source protection authority under the *Clean Water Act, 2006*. The *Clean Water Act* ensures communities protect drinking water supplies through prevention – by developing collaborative, watershed-based source protection plans that are locally driven and based on science. The Source Protection Authority (SPA) is a new body created under the *Clean Water Act, 2006* and in the case of Saugeen Valley Source Protection Authority, is made up of the members of the Board of Directors. The role of the SPA is to support the Source Protection Committee, initiate amendments to the Source Protection Plan, and report on implementation progress. Jennifer noted that SVCA is required to recognize activities in relation to vulnerable areas, comment on OP/Zoning By-Law Conformity, *Planning Act* applications, and Environmental Assessments.

After further discussion, the following motion was carried:

**MOTION #G21-19**

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Moved by Bill Stewart

Seconded by Steve McCabe

THAT staff be directed to integrate Drinking Water Source Protection into their day-to-day operations.

**CARRIED**

b. SVCA Water Resources Committee; Gate Closure – Durham Upper Dam

Jennifer noted that the gates at the Durham Upper Dam (DUD) had been closed due to safety concerns and explained that there had been correspondence received from members of the public requesting that the gates be re-opened. Staff recommend that a Water Resources Committee be created with a premise to identify potential safety risks at SVCA water control infrastructures including the DUD. The first order of business will be to recommend a name for the committee and establish the Terms of Reference. Staff recommend that the gates remain closed until a Public Safety Assessment be completed and if necessary, a Public Safety Plan be instituted.

After further discussion, the following motion carried:

**MOTION #G21-20**

Moved by Barbara Dobreen

Seconded by Bill Stewart

THAT a SVCA Water Resources Committee be formed:

AND FURTHER THAT the SVCA Chair and four (4) Directors be appointed to this Committee: Dan Gieruszak, Cheryl Grace, Tom Hutchinson, and Christine Robinson.

**CARRIED**

**MOTION #G21-21**

Moved by Dan Gieruszak

Seconded by Tom Hutchinson

THAT the Water Resources Committee be directed to make a recommendation pertaining to access to the pedestrian walkway at the Durham Upper Dam;

AND THAT the gates to the pedestrian walkway remain closed until such time as the SVCA Board of Directors decides otherwise;

AND FURTHER THAT the Municipality of West Grey and the public be kept informed of relevant developments.

**CARRIED**

c. SVCA Permit Application Review Fee – Linear Servicing Projects

This item was moved to the next meeting.

d. Appointment of Auditor

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**MOTION #G21-22**

Moved by Mark Davis

Seconded by Bill Stewart

THAT Baker Tilly SGB LLP be confirmed as the auditors to the Authority for the year 2021.

**CARRIED**

e. Appointment of Solicitor

**MOTION #G21-23**

Moved by Christine Robinson

Seconded by Mark Davis

THAT Loucks and Loucks, Barristers & Solicitors, and Mathews, Dinsdale & Clark LLP be appointed solicitors to the Authority for the year 2021 for general operations, with the option to engage the services of other solicitors, as necessary.

There being no further business, the meeting adjourned at 4:45 p.m. on motion of Don Murray and Barbara Dobreen.

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Maureen Couture  
Chair

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Janice Hagan  
Recording Secretary