

SAUGEE VALLEY CONSERVATION AUTHORITY

Conservation through Cooperation

MINUTES

MEETING: Authority Meeting
DATE: Thursday April 2, 2020
TIME: 1:00 p.m.
LOCATION: Electronic

CHAIR: Dan Gieruszak

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

ABSENT: Don Murray

OTHERS PRESENT: John Bujold, Baker Tilly
Dick Hibma, Interim General Manager/Secretary-Treasurer
Laura Molson, Manager, Accounting
Erik Downing, Manager, Environmental Planning & Regulations
Shannon Wood, Manager, Communications
JoAnne Harbinson, Manager, Water Resources & Stewardship Services
Donna Lacey, Forestry Coordinator
Shaun Anthony, Flood Warning/Water Quality Coordinator
Janice Hagan, Administrative Assistant/Recording Secretary

Chair Dan Gieruszak, called the meeting to order at 1:18 p.m. He told the Members that the agenda would be amended to include an update on the GM/S-T position under Matters Arising. Dick Hibma requested that an update to measures being taken as a result of COVID-19 be addressed after the approval of the minutes.

1. Adoption of Agenda

MOTION #G20-34

Moved by Tom Hutchison

Seconded by Steve McCabe

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 20, 2020

MOTION #G20-35

Moved by Sue Paterson

Seconded by Diana Rae

THAT the minutes of the Authority meeting, held on February 20, 2020 be approved as circulated.

CARRIED

4. COVID-19 Measures

SVCA is continuing to be categorized as essential by the Ontario Government. Staff are limiting time in office and respecting social distancing requirements by working from home where possible. All SVCA properties have been closed to discourage gatherings of people. Trespassing will be enforced by the local authorities and charges laid. Campgrounds will remain closed and hiring of summer staff will be delayed until approval is given by the provincial government. P&R staff are conducting site visits while encouraging landowners to minimize face to face and social distancing. Staff are being diligent in respecting guidelines.

5. Matters Arising from the Minutes

a. RAGBOS meeting date

The GM/S-T reported that a teleconference has been held with Anne Schneider and Barbara Doerks. A draft check list has been prepared and a pamphlet has been completed and will be circulated shortly. The Provincial Real Estate Association body will not likely be funding flood plain mapping at this time. Should RAGBOS have any issues to discuss they will contact the GM/S-T rather than through a working committee of the Board.

b. Agriculture Advisory Committee

The GM/S-T reported that Bruce County has appointed Robert Emmerson and Les Nichols, Grey County Federation of Agricultural has appointed Mike Ryan and Paul Wetlaufer, Christian Farmers have appointed Gerald Poechman, and Wellington County has appointed Gord Flewelling. The committee is currently waiting to hear from Huron County.

c. Alignment with CO Template & Guidelines

Erik Downing reviewed his submitted report and Conservation Ontario documents regarding timelines for permit review. Staff recommends that the documents be reviewed by the SVCA watershed municipalities and that resources be tested to discover if the timelines will function properly in the SVCA region. He noted that the Planning Services Agreements recommended have already been established and are close to being completed.

MOTION #G20-36

Moved by Mike Myatt

Seconded by Christine Robinson

THAT, 'Update on the CO Client Service and Streamlining Initiative, including consideration of the draft Template for Annual CA Reporting on permit review timelines and updates to three previously endorsed guidance documents' be received by the SVCA; and further

THAT this report be shared with member municipalities, with the opportunity for municipal comment for SVCA consideration; and further

THAT staff are directed to implement the guidelines on a trial basis.

CARRIED

d. Update on GM/S-T Position

The GM/S-T told the Authority that the Executive Committee met prior to the Authority meeting to discuss the candidates that they expected to interview. Seven applicants will be interviewed April 16th and 17th.

6. Consent Agenda

MOTION #G20-37

Moved by Bill Stewart

Seconded by Paul Allen

THAT the reports, minutes, and information contained in the Consent Agenda, [items 5a-d], along with their respective recommended motions be accepted as presented.

- a. Finance Report - THAT the Finance Report to January 31, 2020 be accepted as distributed.*
- b. Program Report*
- c. Correspondence - none*
- d. News Articles for Members' information*

CARRIED

7. New Business

a. 2019 Audited Financial Statement

Laura Molson introduced John Bujold, Baker Tilly. Mr. Bujold reviewed the draft financial report and noted that it is the opinion of Baker Tilly that the financial statements of SVCA present fairly the financial position as at December 31, 2019 and are in accordance with Canadian public sector accounting standards. He told the Authority that it is fair to say that the Authority has a stable financial future. Mr. Bujold also presented a note concerning the potential impact of COVID-19 to be considered which will be added to the draft report.

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MOTION #G20-38

Moved by Maureen Couture

Seconded by Mark Davis

THAT the 2019 Audited Financial Statements, as prepared by Baker Tilly SGB LLP be adopted.

CARRIED

John Bujold left the meeting at 2:18 p.m.

b. Reserve Report

After discussion the following motion was carried:

MOTION #G20-39

Moved by Barbara Dobreen

Seconded by Mark Goetz

THAT the appropriations to and from reserves as at December 31, 2019 be approved as distributed.

c. Healthy Lake Huron

Jo-Anne gave a presentation regarding the 5-Year Priority Plan. It was requested that the presentation be appended to the minutes.

After further discussion the following motion was passed:

MOTION #G20-40

Moved by Tom Hutchinson

Seconded by Steve McCabe

That Authority Members accept the Healthy Lake Huron (HLH) report for information; and further

THAT the Members endorse the HLH Priority Action Plan and support staff's continued involvement in this Plan moving forward to continue work on improving the water quality of Lake Huron basin with the understanding that at this time, the Authority has not committed any budget dollars for 2020 but support staff in applying for funding to go towards Actions, working with partners in the HLH group and the implementation of the plan.

CARRIED

d. LHCCC Coastal Action Plan

Jo-Anne gave a presentation on the Coastal Action Plan and discussed the partnership with the Lake Huron Centre for Coastal Conservation. A copy of the presentation is appended to the office copy of the minutes.

After discussion the following motion was passed:

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MOTION #G20-41

Moved by Mike Myatt

Seconded by Sue Paterson

THAT Authority Members accept the staff report on the LHCCC Coastal Action Plan for information; and further

THAT the Members recognize that this document provides a valued baseline of information for the Lake Huron southeast shore.

CARRIED

Steve McCabe left the meeting at 3:00 p.m.

The Chair called a recess at 3:05 p.m. and the meeting was reconvened at 3:15 p.m.

e. Field Services Assistant/Technician

Discussion on the report was moved to the In-Camera session.

f. Draft Annual Report

Shannon Wood presented the 2019 Draft Annual Report to the Authority and requested that the Members scrutinize the document within 7 days and present any errors before it is sent to the printer.

MOTION #G20-42

Moved by Paul Allen

Seconded by Bill Stewart

THAT the 2019 Annual Report be accepted as presented and authorized for distribution upon correction of identified errors.

CARRIED

8. Other Business

a. 70th Anniversary Celebration

A formal celebration should be put off until the end of the summer, due to the COVID-19 global issues. Should there not be an opportunity for a public gathering, a commemorative publication could be produced. Any other ideas should be submitted to the GM/S-T.

9. In Camera Session – Relating to an identifiable individual(s) and potential litigation.

MOTION #G20-43

Moved by Maureen Couture

Seconded by Mark Davis

THAT the Authority move to Closed Session, In Camera, to discuss personnel/potential litigation matters; and further

THAT Dick Hibma, Erik Downing and Janice Hagan remain in the meeting.

CARRIED

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MOTION #G20-48

Moved by Maureen Couture

Seconded by Paul Allen

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

CARRIED

The Authority reported that direction was given to staff In Camera and only the items on the Closed Session agenda were reviewed.

The Authority Members resumed discussion on the report, Field Services Assistant/Technician. The GM/S-T emphasized that the position requires two people to accomplish all tasks.

A recorded vote was requested for the following motion:

MOTION #G20-49

Moved by Diana Rae

Seconded by Bill Stewart

THAT the Authority authorize the General Manager to develop a Position Description for a Field Services Assistant/Technician, and further recommend a hiring timeline.

Paul Allen	Yea
Maureen Couture	Yea
Mark Davis	Yea
Barbara Dobreen	Yea
Mark Goetz	Yea
Cheryl Grace	Yea
Tom Hutchinson	Nay
Mike Myatt	Yea
Sue Paterson	Yea
Diana Rae	Yea
Christine Robinson	Nay
Bill Stewart	Yea
Dan Gieruszak	Yea

CARRIED

There being no further business, the meeting adjourned at 5:24 p.m. on motion of Barbara Dobreen and Bill Stewart.

Dan Gieruszak
Chair

Janice Hagan
Recording Secretary