



MINUTES



BOARD OF DIRECTORS MEETING

Thursday, June 19, 2008

Ausable Bayfield Conservation Authority Boardroom
Morrison Dam Conservation Area

DIRECTORS PRESENT

Adrian Debruyn, Dave Frayne, Jim Ginn, George Irvin, Lawrence McLachlan, Bob Norris, Bill Siemon

DIRECTORS ABSENT

Paul Hodgins, Bill Weber

OTHERS PRESENT

Nina Lieshout, Exeter TA
Bob Montgomery, CKNX Radio

STAFF PRESENT

Andrew Bicknell, Bev Brown, Cathie Brown, Geoff Cade, Ian Jean, Judith Parker, Tom Prout, Alec Scott

CALL TO ORDER

Chairman Lawrence McLachlan called the meeting to order at 1:42 p.m.

ADOPTION OF AGENDA

MOTION #BD 62/08

**Moved by Jim Ginn
Seconded by Adrian DeBruyn**

“RESOLVED, THAT the agenda for the June 19, 2008 Ausable Bayfield Conservation Authority Board of Directors meeting be approved.”

Carried.

DISCLOSURE OF PECUNIARY INTEREST

None

ADOPTION OF MINUTES**MOTION #BD 63/08**

**Moved by Bob Norris
Seconded by Jim Ginn**

“RESOLVED, THAT the minutes of the ABCA Board of Directors Meeting held on May 15, 2008 and the motions therein be approved as circulated.”

Carried.

BUSINESS OUT OF THE MINUTES1. Draft Human Resources Planning Framework

Tom Prout, General Manager presented the second draft of the report that was reviewed at the previous Board meeting. The title has been changed from *Succession Planning Framework* to *Human Resources Planning Framework* of which succession planning is an important tool. The Board asked that staff review the second draft and provide the General Manager with any comments prior to approval at the next Board meeting.

2. Audit Internal Control Questionnaire

Following the last meeting, the directors had an opportunity to review the auditor's questionnaire, documenting the internal control systems in place.

MOTION #BD 64/08

**Moved by Bill Siemon
Seconded by Jim Ginn**

“RESOLVED, THAT the internal control systems that are in place for the ABCA be approved as documented and the Chairman be authorized to sign.”

Carried.

PROGRAM REPORTS1. Development Review

Andrew Bicknell, Regulations Coordinator presented the Development Review report pursuant to *Ontario Regulation 147/06 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses*. Through the application process, proposed developments within regulated areas are protected from flooding and erosion hazards. Staff granted permission for six *Applications for Permission* and six *Minor Works Permits*.

2. Roy Ratz Tract Harvest

Ian Jean, Forestry & Land Stewardship Specialist reported that four bids were received for the marked timber at the Roy Ratz Tract (Stephen Wildlife Management Area). Morley Logging of North Middlesex was the successful bidder and has signed a Timber Sale Agreement with the ABCA and made the downpayment.

3. Spring 2008 Reforestation Program

Ian Jean provided a summary of the spring tree planting season. There were 76,700 trees planted with ABCA planting 56,700 at 48 separate planting sites and 170 watershed landowners planting 20,700 trees. Total tree planting projects by municipality were: Central Huron (4); Huron East (2); West Perth (1); Bluewater (10); South Huron/Perth South (4); Lambton Shores/Warwick (3); North Middlesex (12); Lucan Biddulph (7); Adelaide Metcalfe/Middlesex Centre (5).

4. Violations - Ontario Regulation 147/06

Geoff Cade, Supervisor of Water & Planning updated the Board of Directors on three recent files which led to charges under the *Conservation Authorities Act*.

- (i) Based on legal advise a charge has been withdrawn against a landowner who excavated a portion of a natural sand dune without permission of either the landowner (The Pinery) or the ABCA.
- (ii) A charge has been postponed against a landowner who completed construction of a sheet steel seawall contrary to what had been approved by the ABCA. The landowner is working with the ABCA and needs some additional time to address the concerns. A charge against the contractor will be withdrawn, if the landowner satisfies the concerns of the ABCA.
- (iii) Charges have been initiated against the landowner and contractor who cleared the vegetation and cut down the grade between the existing cottage and the property boundary adjacent to the lake. The first appearance has not been scheduled, however the landowner has retained the Lake Huron Coastal Centre to provide advice on how to restore and stabilize the area.

MOTION #BD 65/08

Moved by Bob Norris

Seconded by George Irvin

“RESOLVED, THAT the Program Reports # 1, 2, 3 and 4 be received as presented.”

Carried.

5. Audited 2007 Financial Statement

Brian Horner of MacNeill Edmundson Chartered Accountants, presented the Audited 2007 Financial Statement for the Board to review.

MOTION #BD 66/08

Moved by Bill Siemon

Seconded by Bob Norris

“RESOLVED, THAT the audited 2007 Financial Statement be approved as presented.”

Carried.

MOTION #BD 67/08

Moved by Dave Frayne

Seconded by Adrian DeBruyn

“RESOLVED, THAT the audited Drinking Water Source Protection program financial statement be approved as presented.”

Carried.

6. Parkhill Conservation Area Timber Harvest

Ian Jean advised that a 15 acre swamp forest downstream of Parkhill Dam is overstocked with extra large pole-sized maple and cottonwood. The silviculture prescription targets removal of the cottonwood (poplar) to release pockets of soft maple seedlings that require full sunlight for regeneration.

MOTION #BD 68/08

Moved by Jim Ginn

Seconded by Dave Frayne

“RESOLVED, THAT the Board of Directors permit staff to accept the highest bid between or above the low and high value estimate following the closing date of the tender and report to the next Board meeting.”

Carried.

7. Proposed Policy for Budget Levy Format

Tom Prout introduced discussion on proposed changes to the budgeting process when setting the project and general levy. The Board had asked staff to bring forth a recommendation regarding what constitutes a project (Project Levy) versus a program (General Levy) for purposes of the budget format. There is a number of ongoing projects that have become essential components of ABCA programs and services. eg. water monitoring, spills response, low water response, healthy watersheds. A number of recommendations were presented to deal with moving ongoing projects, which have become programs, into the general levy category and retaining projects with a defined completion time frame in the project levy category.

MOTION #BD 69/08

Moved by George Irvin

Seconded by Dave Frayne

“RESOLVED, THAT the recommendations be approved as presented.”

Carried.

COMMITTEE REPORTS

Ausable Bayfield Conservation Foundation

MOTION #BD 70/08

Moved by Bill Siemon

Seconded by George Irvin

“RESOLVED, THAT the minutes of the Ausable Bayfield Conservation Foundation meeting held on May 26, 2008 and the motions therein be approved as presented.”

Carried.

Property Management Committee**MOTION #BD 71/08****Moved by Jim Ginn****Seconded by Bob Norris**

“RESOLVED, THAT the minutes of the Property Management Committee meeting held on May 15, 2008 and the motions therein be approved as presented.

Carried.

Source Protection Committee**MOTION #BD 72/08****Moved by Jim Ginn****Seconded by George Irvin**

“RESOLVED, THAT the minutes of the Source Protection Committee meeting held on April 30, 2008 and the motions therein be approved as presented.”

Carried.

Personnel Committee

Lawrence McLachlan reported that the Personnel Committee met earlier in the day and was bringing one item of business to the Board with a recommendation for discussion. Consultant, Bob Pyatt, has provided human resources services to the ABCA over the past 10 years on a fee for service basis. Mr. Pyatt is retiring in the fall and the General Manager has developed Terms of Reference as a basis for hiring a Human Resources consultant. It is recommended that the Terms of Reference be approved and that the General Manager interview a minimum of three HR consultants.

MOTION #BD 73/08**Moved by Bill Siemon****Seconded by Dave Frayne**

“RESOLVED, THAT the recommendation of the Personnel Committee regarding HR services be approved, and

FURTHER, THAT the General Manager bring a recommendation for a Human Resources consultant to the Board of Directors at a future meeting.”

Carried.

CORRESPONDENCE

- a) Reference: Thank you
File: A.5.1
Brief: Thank you from Cathie Brown for condolences expressed at the death of her father.

- b) Reference: Guide to Ontario Conservation Areas
File: A.7.2
Brief: Media release from Conservation Ontario announcing the new publication *Your Guide to Conservation Areas in Ontario* and website www.ontarioconservationareas.ca
- c) Reference: Central Lake Ontario CA
File: A.5.2
Brief: Invitation to attend Central Lake Ontario Conservation Authority's 50th anniversary watershed tour on September 25, 2008.
- d) Reference: Thank you
File: A.5.1
Brief: Compliments from VON Palliative Care Volunteer Program *Hike for Hospice* on being able to use the MacNaughton Morrison Trail for their fundraising event.
- e) Reference: Mandatory Septic Maintenance Program
File: A.5.1
Brief: Notice from Huron County Health Unit that Huron County Committee of the Whole unanimously approved a mandatory on-site sewage system maintenance program for the county.
- f) Reference: MOE Early Actions Funding
File: S.71.1
Brief: Notice that Ontario Drinking Water Stewardship Program Early Actions Funding for 2008-09 will be rolling out in early July.
- g) Reference: Arkona Colour Tour
File: R.11.1
Brief: Request from organizers of the Arkona Colour Tour to change the date of their event at Rock Glen CA from September 27 to October 4.

MOTION # BD 74/08

Moved by Dave Frayne

Seconded by Bob Norris

“RESOLVED, THAT the Board of Directors approve the change of date and waiving the gate fee at Rock Glen CA for the Arkona Colour Tour.”

Carried.

- h) Reference: Plant a Tree Challenge
File: A.5.3
Brief: Correspondence from Hon. Donna Cansfield, Minister of Natural Resources promoting the new tree-planting challenge, which will result in more than 50 million trees being planted in Ontario by 2020.

- i) Reference: ATV Public Meeting
File: A.5.5
Brief: Notice from Municipality of Bluewater regarding a Public Meeting on ATV use in the municipality on June 23rd at which Kate Monk will represent ABCA on the agenda.
- j) Reference: *Caring for Nature in Middlesex*
File: S.65.1
Brief: Recently published newsletter promoting land stewardship in Middlesex County has been circulated to watershed landowners.
- k) Reference: Port Franks Forested Dunes
File: R.15.9
Brief: Copy of correspondence from Lambton Wildlife Inc. to Municipality of Lambton Shores asking for confirmation that the municipality does not have an ownership interest in the pedestrian bridge over Mud Creek to the Port Franks Forested Dunes. The bridge is in poor condition and it is assumed the Nature Conservancy of Canada will not be replacing it because of the huge costs involved.
- l) Reference: Proposed *Lake Simcoe Act*
File: A.5.2
Brief: Media release from Conservation Ontario acknowledging the Ontario government's initiative in proposing the *Lake Simcoe Act* which is an important step towards integrated watershed planning.
- m) Reference: Resignation
File: A.6.13
Brief: Letter of resignation from Ausable Bayfield Conservation Foundation director, Cliff Ryan, effective May 26, 2008. The Board expressed appreciation for his volunteer service with the Foundation.

NEW BUSINESS

George Irvin questioned whether the directors were aware of the motion for support of the Green Ribbon Beach Program presented by Carol Mitchell, MPP for Huron-Bruce, on April 3, 2008.

COMMITTEE OF THE WHOLE

MOTION #BD 75/08

Moved by Jim Ginn

Seconded by Bob Norris

“RESOLVED, THAT the Board of Directors go into Committee of the Whole at 3:49 p.m. to discuss property and personal matters with Tom Prout and Judith Parker remaining in attendance.”

Carried.

MOTION #BD 76/08

**Moved by George Irvin
Seconded by Jim Ginn**

“RESOLVED, THAT Committee of the Whole rise and report at 4:02 p.m.”

Carried.

MOTION #BD 77/08

**Moved by Bob Norris
Seconded by Jim Ginn**

“RESOLVED, THAT the ABCA accept the property matter as presented as discussed.”

Carried.

MOTION #BD 7808

**Moved by Dave Frayne
Seconded by George Irvin**

“RESOLVED, THAT the ABCA proceed with advertising for an individual or accounting firm to provide financial services on a fee for service basis.”

Carried.

ADJOURNMENT

The meeting was adjourned at 4:10 p.m.

Lawrence McLachlan
Chairman

Judith Parker
Corporate Services Coordinator

*Copies of Program Reports are available upon request.
Contact Judith Parker, Corporate Services Coordinator.*

