

MINUTES

BUDGET COMMITTEE

**Thursday, October 11, 2012
9:30 a.m.**

**Ausable Bayfield Conservation Authority Boardroom
Morrison Dam Conservation Area**

DIRECTORS PRESENT

Dave Frayne, Jim Ginn, Paul Hodgins, Don Shipway, Bill Siemon, Lorie Scott, Ute Stumpf, Mike Tam, Janisse Zimmerman

DIRECTOR ABSENT

Lorie Scott

STAFF PRESENT

Jenna Allain, Bev Brown, Geoff Cade, Brian Horner, Tracey McPherson, Kate Monk, Judith Parker, Tom Prout, Alec Scott, Julie Stellingwerff, Mari Veliz

CALL TO ORDER

Chair David Frayne welcomed members and staff to the Board of Directors Budget Committee meeting and called the meeting to order at 9:40 a.m.

ADOPTION OF AGENDA

MOTION #BD 93/12

Moved by Jim Ginn

Seconded by Don Shipway

“RESOLVED, THAT the agenda for the October 11, 2012 Board of Directors Budget Committee meeting be approved.”

Carried.

DISCLOSURE OF PECUNIARY INTEREST

None

PROPOSED 2013 BUDGET

General Manager Tom Prout provided an overview of the 2013 budget preparation. The Directors were told this meeting was for information purposes as it is the first presentation of the proposed budget and he would like to acknowledge the work of staff to meet the 2% guideline. Municipal treasurers are welcome to request a copy of the draft budget by contacting Brian Horner,

Financial Services Supervisor. The intent of the ABCA 2013 proposed budget is to maintain a strong level of service and value in the most efficient and cost effective way for the watershed residents and municipalities. The municipal levies are key to ABCA's success at obtaining funding from government agencies and private Foundations.

Vehicle and Equipment

Kate Monk, Stewardship & Conservation Lands Supervisor explained that the vehicle and equipment budget is sustained by charging the 'users' a specific rate or mileage for using the vehicles and equipment. The vehicles proposed for replacement in 2013 is the 1989 one ton truck with a large pickup truck and dump box. There is no project or general levy required for the vehicle and equipment budget.

Stewardship

Kate Monk reviewed the stewardship budget which includes the tree sales and planting for private landowners and stewardship grants for farmers. Staff provide one-on-one technical advice and connect landowners with cost-share funding maximize grants for their stewardship projects. Expenses in the Stewardship department are offset with tree sales, providing tree planting plans and forest management plans for clients. The ABCA is a full service tree delivery agency in the area and does not require project or general levy funding.

Recreation Services

Kate Monk explained that the ABCA provides essential recreation areas for municipal residents and tourists. The routine maintenance of the facilities at the conservation areas is carried out by ABCA employees. Projects proposed in 2013 are a new bridge deck on the Morrison Dam pedestrian bridge, repairs to stairs at Rock Glen Conservation Area, and contributing to the reserve for resurfacing the roadway at Rock Glen CA.

Property Management

Kate Monk summarized the goals of managing the ABCA properties and water bodies which includes conservation areas, wildlife areas, management areas, conservation forests and agriculture land. Any surplus in property management through woodlot harvesting operations is used to compensate for the shortfall in the recreation budget for maintaining conservation areas.

Drinking Water Source Protection

Jenna Allain, DWSP Program Supervisor advised that a proposed budget of \$470,000 is being requested from the province. It will fund the transition from planning to implementation for protection of sources of municipal drinking water. Ongoing tasks will include maintaining data, annual reporting to Ministry of Environment and administration for the Source Protection Committee.

Environmental Monitoring

Mari Veliz, Healthy Watersheds Coordinator, Geoff Cade, Supervisor of Water & Planning and Tracey McPherson, GIS/CAD Information Systems Specialist joined Alec Scott, Water & Planning Manager in presenting the Environmental Monitoring project factsheets and budgets.

Alec Scott explained that there can be big swings in comparing one budget year to another because of the various sources of revenue the department procures. An example is a large percentage of the Showcasing Water Innovation grant was received upfront and appears in deferred revenue. Mari Veliz explained that some projects are fully funded through other partners while the project levy contribution often leverages other sources of substantial funding to undertake environmental monitoring and research projects.

Floodplain Management

Alec Scott presented the four main components of the floodplain management program. They include maintenance of erosion control projects, maintenance of flood control projects, flood forecasting and warning system and the ice management program. MNR provides a grant annually towards this program, however it has remained at the same amount since 1996. MNR also announced a reduction in the WECI grant as well.

Education

Julie Stellingwerff, Conservation Education Specialist presented the conservation education budget. The Weston Family Foundation grant was received in 2012 and participating schools are booked into the 2½ day Camp Sylvan residential outdoor education program. This is a multi-year funding opportunity.

Corporate Services

Brian Horner, Financial Services Supervisor presented the consolidated Corporate Services budget. There are some repairs needed for the Administration Centre as well as working towards making the office building accessible to comply with upcoming provincial regulations. In 2012, the ABCA received a \$50,000 grant from the federal Enabling Accessibility Fund.

Project Levy

Brian Horner presented the proposed project levy summary for 2013 at \$366,810 as compared to \$298,001 in 2012. This includes ongoing, phased and new projects proposed for 2013. With funding from other sources the levy investment would be leveraged to undertake \$1,059,259 worth of projects during 2013.

General Levy

The proposed general levy for 2013 is a \$15,155 increase (1.8%) totalling \$868,624 in comparison to \$853,469 in 2012.

Proposed 2013 Budget

The proposed 2013 fee schedule, pay grid and reserves as per the 2011 audited statement were reviewed as these figures were used in preparing the consolidated budget. The combined project and general levy amounts in the consolidated budget total \$1,235,434 or a 7.29% increase. Chair Frayne thanked the staff for their work in preparing the proposed budget. He asked for suggestions on what the Board would like staff to revise for the next draft. Mike Tam asked that staff work towards a 2% combined increase for the general and project levies. Jim Ginn requested that the new projects proposed for 2013 be ranked as high to low priority.

NEW BUSINESS

Administration Centre Accessibility Project

Tom Prout asked for clarification on how the Board would like to proceed with undertaking and funding the Administration Centre Accessibility Project. At this time, the project has not been included in the 2013 budget.

Following discussion on the status of the sale of farm land at Parkhill Conservation Area, the Board agreed by consensus that we proceed with the accessibility project and bring back a report to the next meeting with a staff recommendation on the preferred option for an addition onto the building.

ADJOURNMENT

The meeting was adjourned at 12:35 p.m.

Dave Frayne
Chairman

Judith Parker
Corporate Services Coordinator