



# MINUTES



## BUDGET COMMITTEE

Thursday, October 14, 2010  
9:30 a.m.

Ausable Bayfield Conservation Authority Boardroom  
Morrison Dam Conservation Area

### DIRECTORS PRESENT

David Bolton, Dave Frayne, Jim Ginn, Paul Hodgins, George Irvin, Lawrence McLachlan, Bob Norris, Bill Siemon, Mark Simpson

### STAFF PRESENT

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

### CALL TO ORDER

Chair Jim Ginn 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 81/10**

**Moved by Dave Frayne  
Seconded by Mark Simpson**

**“RESOLVED, THAT the agenda for the October 14, 2010 Board of Directors Budget Committee meeting be approved.”**

**Carried.**

### DISCLOSURE OF PECUNIARY INTEREST

None

### 2011 PROPOSED BUDGET PRESENTATION

General Manager Tom Prout provided an overview of the preparation for the proposed 2010 budget. Dave Frayne questioned whether the Board was in a Lame Duck position because of the upcoming municipal election. Tom Prout responded with information for determining a Lame Duck council and suggested that the ABCA Board does not fit the criteria. George Irvin expressed concern that the Board should wait until after the election to discuss the 2011 budget. David Bolton pointed out that the directors are appointed by the municipalities and will be functioning as a Board until appointments are made at the next ABCA Annual Meeting. Jim Ginn stated this Budget Committee meeting is for information purposes as it is the first

presentation of the proposed 2011 budget.

Tom Prout pointed out that the directors will see a line item for amortization throughout each departments budgets. This is a requirement of PSAB 3150 for reporting in the financial statement. To date the Board has not made a decision as to what percentage of capital asset values will be amortized each year.

#### Vehicle and Equipment

Kate Monk, Stewardship & Conservation Lands Supervisor explained that the vehicle and equipment budget is sustained by charging each program a specific rate or mileage for using the vehicles and equipment. The replacement vehicles proposed for purchase in 2011 are a pickup truck and float.

#### Stewardship

Kate Monk reviewed the stewardship budget which includes the tree sales and planting for private landowners and stewardship grants for farmers. Staff delivered 100 projects in the watershed through one-on-one technical advice or by connecting landowners with cost-share funding to subsidize the costs of stewardship projects. Expenses in the Stewardship department are offset with tree sales, providing tree planting plans and forest management plans for clients Partnerships include the Thames Talbot Land Trust who pay the ABCA a management fee at Joany's Woods.

#### 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 with assistance by contractors during the operating season at Rock Glen, Lucan, Ausable Cut and Bannockburn Conservation Areas. The 2011 project levy is increased because some projects were deferred from the 2010 budget.

#### 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 farm land. The property tax expense is increased for 2011 to cover the Port Franks Lot 26. The property management and recreation services budget are dovetailed whereas any surplus in property management is used to compensate for the shortfall in recreation.

#### Drinking Water Source Protection

Jenna Allain, Project Assistant advised that the project is shifting into the final phase of source protection planning. The completed plans are due in August 2012. The Source Protection Planning project is funded 100% by the province. It is unclear at this time who will be funding implementation of the plans past 2012.

#### Environmental Monitoring

Mari Veliz, Healthy Watersheds Coordinator and Tracey Boitson, GIS/CAD Information Systems Specialist joined Alec Scott, Water & Planning Manager in presenting the

Environmental Monitoring project factsheets and budgets. Mari Veliz explained that some projects are fully funded through other partners while the project levy often leverages other sources of funding.

#### 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 which now currently represents a 44% grant rate.

#### Education

Julie Stellingwerff, Conservation Education Specialist presented the consolidated education budget. The Go Green Project funded through the Ministry of Environment in 2010 will carry forward into January. Camp Sylvan attendance was down, however a private donation of \$4500 will be used to market and deliver the education program to schools in the Sylvan area.

#### Corporate Services

Brian Horner presented the consolidated Corporate Services budget. He explained the increase in the proposed general levy is because of amortization, additional cost of \$15,074 to reflect an increase in contributions for Group RRSP comparable to OMERS and \$50,000 per annum for reserves as per the land securement plan and the office expansion project in the five year budget.

#### Project Levy

The proposed project levy for 2011 totals \$498,745 in comparison to \$269,254 in 2010.

#### General Levy

The proposed general levy for 2011 totals \$1,063,872 in comparison to \$740,537 in 2010.

Tom Prout reiterated that at some point during the budgetary deliberations, the Directors should acknowledge the PSAB 3150 information that has been presented to them and give direction to staff as to what amortization figures to include in the 2011 budget. For the next meeting, Brian Horner will prepare municipal general levy information using different scenarios regarding amortization and reserves for the Board to discuss.

George Irvin suggested that staff begin prioritizing the projects for budget discussions in the future.

#### ADJOURNMENT

The meeting was adjourned at 12:13 p.m.

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Jim Ginn  
Chairman

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Judith Parker  
Corporate Services Coordinator