

BUDGET COMMITTEE

Thursday, October 8, 2015

9:30 a.m.

Ausable Bayfield Conservation Authority Boardroom
Morrison Dam Conservation Area

DIRECTORS PRESENT

Ray Chartrand, Doug Cook, Wayne Hall, Burkhard Metzger, Don Shipway, Mike Tam

DIRECTORS ABSENT

Dave Frayne

OTHERS PRESENT

Bob Harvey

STAFF PRESENT

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

CALL TO ORDER

Chair Mike Tam welcomed members and staff to the Board of Directors Budget Committee meeting and called the meeting to order at 9:34 a.m. Bob Harvey was introduced to the Board as an incoming member representing the municipalities of Middlesex Centre and Adelaide-Metcalf.

ADOPTION OF AGENDA

MOTION #BD 69/15

**Moved by Ray Chartrand
Seconded by George Irvin**

“RESOLVED, THAT the agenda for the October 8, 2015 Board of Directors Budget Committee meeting be approved.”

Carried.

DISCLOSURE OF PECUNIARY INTEREST

None

PROPOSED 2016 BUDGET

General Manager Brian Horner provided an overview of the 2016 budget preparation by staff and the format for the meeting. Each department will present the budget for their program and a summary of the individual projects that are proposed for 2016. Staff prepared the budget with a 2% wage increase for CPI on the proposed pay grid.

Vehicle and Equipment

Kate Monk, Stewardship, Conservation Lands & Education Manager advised that the passenger van and a piece of equipment for field services is scheduled for replacement in 2016. There is no project or general levy required for the vehicle and equipment budget as expenses are offset by the revenue received when charging mileage and equipment rates to the users.

Stewardship

Kate Monk reviewed the private-land stewardship budget wherein staff provide one-on-one technical advice, site visits, and assistance with paperwork in connecting landowners with cost-share funding to maximize grants for their stewardship projects. Expenses in the stewardship program are offset with tree sales, providing tree planting plans, phragmites management spraying 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 Areas

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. Gate fees and donations offset the property patrol and enforcement duties. Projects proposed in 2016 are repairs to boardwalks, fencing, roadway, stairs and removal of hazard trees for public safety.

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. Property management revenue is generated from timber harvests, farm land rental and the Parkhill CA campground lease. Any surplus in property management through woodlot harvesting operations is used to compensate for the shortfall in the recreation budget for maintaining conservation areas. Projects proposed are invasive species management and terrestrial species at risk inventory.

Drinking Water Source Protection

Jenna Allain, DWSP Program Supervisor advised that the Source Protection Planning Project entered the implementation phase on April 1, 2015. Eight municipalities have signed service agreements with ABCA to deliver Risk Management Services until 2018. The implementing bodies will continue to receive support in the form of meetings, training sessions, workshops, data and its management, risk management services and planning and review.

Environmental Monitoring

Mari Veliz, Healthy Watersheds Supervisor, Geoff Cade, Supervisor of Water & Planning and Tracey McPherson, GIS/IT Supervisor assisted Alec Scott, Water & Planning Manager in presenting the Environmental Monitoring project factsheets and budgets. Alec Scott explained that there can be swings in comparing one budget year to another because of the various sources of revenue the department seeks out and the funder's year end. 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 16 erosion control projects, 7 flood control projects, the flood forecasting and warning system and the Port Franks ice management project. Since 1996 MNR has provided a 50% grant towards this program, however it has remained at the same dollar amount so for 2016 only 40.6% grant funding is available.

Education

Kate Monk presented the conservation education budget. June 2016 marks the end of the agreement with the Weston Family Foundation Environmental Leaders of Tomorrow program at Camp Sylvan. Staff are increasing the number of classroom programs offered at the schools as an alternative to classes visiting conservation areas by bus.

Corporate Services

Brian Horner presented the consolidated Corporate Services budget. Projects include some major maintenance in the Administration Centre and the Annex. Funds continue to be set aside annually in a reserve to meet office building accessibility legislation.

Project Levy

Brian Horner presented the proposed project levy summary for 2016 at \$414,349 as compared to \$366,534 in 2015. This includes ongoing, phased and new projects proposed for 2016. The proposed project levy will be leveraged with other sources of funding to undertake projects totalling \$872,624.

General Levy

The proposed general levy for 2016 is a 1.55% increase totalling \$868,572 in comparison to \$855,339 in 2015.

Proposed 2016 Budget

The proposed fee schedule and 2016 pay grid at a 2% CPI increase, were presented for review as these figures were used in preparing the consolidated budget. The combined project and general levies proposed total \$1,282,921 as compared to \$1,221,873 in 2015. Brian Horner reminded the directors that not every program is sustained by levy dollars. The Board asked staff to prioritize the projects for the next meeting.

MOTION #BD 70/15

**Moved by Don Shipway
Seconded by George Irvin**

“RESOLVED, THAT staff revisit the proposed 2016 budget and bring back with a combined project and general levy increase of 2% (approximately \$36,000) for review at the next meeting .”

Carried.

ADJOURNMENT

The meeting was adjourned at 12:10 p.m.

Mike Tam
Chair

Judith Parker
Corporate Services Coordinator