



Saugeen Valley Conservation Authority

Minutes – Board of Directors Meeting

Date: Thursday October 17, 2024, 1:00 p.m.

Location: Remote via Zoom

Chair: Barbara Dobreen

Members present: Paul Allen, Larry Allison, Kevin Eccles, Bud Halpin, Tom Hutchinson, Steve McCabe, Greg McLean, Dave Myette, Moiken Penner, Jennifer Prenger, Bill Stewart, Peter Whitten

Members absent: Bud Halpin, Mike Niesen, Sue Paterson

Staff present: Matt Armstrong, Adam Chalmers, Erik Downing, Madeline McFadden, Janice Hagan, Donna Lacey, Katie Thomas

Due to technical difficulties with the Livestream, Chair Dobreen called the meeting to order at 1:13 PM.

1. Land Acknowledgement – read by Larry Allison

We begin our meeting today by respectfully acknowledging the Anishinaabeg Nation, the Haudenosaunee, the Neutral, and the Petun peoples as the traditional keepers of this land. We are committed to moving forward in the spirit of reconciliation with First Nations, Métis, and Inuit peoples.

2. Adoption of Agenda

Motion #G24-113

Moved by Steve McCabe

Seconded by Bill Stewart

THAT the agenda for the Saugeen Valley Conservation Authority meeting, October 17, 2024, be adopted as circulated.

Carried

3. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest relative to any item on the agenda.

4. Adoption of Minutes

4.1 Authority meeting – September 19, 2024

Motion #G24-114

Moved by Larry Allison

Seconded by Paul Allen

THAT the minutes of the Saugeen Valley Conservation Authority meeting, September 19, 2024, be adopted as presented.

Carried

5. Staff Introductions

The following new staff were introduced to the Board of Directors:

- Katie Thomas, Manager, Water Resources
- Adam Chalmers, Manager, Corporate Services

6. Matters Arising from the Minutes – none at this time

7. New Business

Corporate Services

7.1 Formosa Administration Office: Lightning Strike update

The General Manager/Secretary-Treasurer (GM/S-T) reported that the Administration office was struck by lightning on October 6, 2024. It was fortunate that the incident occurred on a Sunday when the office was unoccupied. The building sustained significant damage, including broken windows and doors, an outdoor lighting electrical panel, and damage to the retaining wall. Fire response teams arrived promptly, but no fire was detected. Servers and computers were unharmed and will be relocated. A general contractor is coordinating various tests, including structural and electrical assessments. Staff are unable to enter the building and will be working from home for an indefinite period. Several other buildings and residences in the area also sustained damage from the same strike.

7.2 GM-2024-13: SVCA Operational Plan

There was no discussion.

7.3 GM-2024-14: Program Report

There was no discussion.

7.4 Correspondence

There was no submitted correspondence.

7.5 COR-2024-20: 2025 Proposed Fee Schedule

The proposed 2025 Fee Schedule is based on the assumption that the province will continue the fee freeze, as it has for the past two years. Typically, information regarding the freeze is communicated to conservation authorities by the province at the end of December. Staff were directed to bring back Schedule A to the November meeting with appropriate fees in case the province lifts the freeze.

Motion #G24-115

Moved by Tom Hutchinson

Seconded by Kevin Eccles

THAT the Board approve the following fee schedules to take effect on January 1, 2025: -
Schedule A – Environmental Planning and Permitting Services - Schedule C – Forestry Services -
Schedule D – Corporate Services.

Amendment: #G24-116

Moved by Paul Allen

Seconded by Bill Stewart

That Motion G24-104 be amended to exclude Schedule A and add “further that Schedule A be deferred to the November Authority meeting”.

Carried

Motion #G24-115 (amended)

Moved by Tom Hutchinson

Seconded by Kevin Eccles

THAT the Board approve the following fee schedules to take effect on January 1, 2025: Schedule C – Forestry Services - Schedule D – Corporate Services, and further

THAT Schedule A be deferred to the November Authority meeting.

Carried

7.6 COR-2024-21: SVCA Celebrates 75 Years 2025

A committee of staff members has been established to plan and coordinate the 75th Anniversary celebration scheduled for 2025. This initiative will ensure a memorable and well-organized event, reflecting our organization’s distinguished history and achievements.

7.7 COR-2024-23: Conservation Authorities Act Deliverables Public Consultation

There was no discussion.

Motion #G24-117

Moved by Bill Stewart

Seconded by Steve McCabe

THAT the Saugeen Valley Conservation Authority Board of Directors approve the Conservation Areas Strategy and Watershed Based Resource Management Strategy, per Section 21.1 of the Conservation Authorities Act, and Ontario Regulation 686/21 (Appendix A).

Carried

7.8 COR-2024-18: Pay Policy

The Pay Policy has been resubmitted for review by the Board of Directors, with an amendment to change the pay band from a 7-step band to a 5-step band. This adjustment aims to streamline the pay structure and enhance clarity for all staff. There was no discussion.

Motion #G24-118

Moved by Larry Allison

Seconded by Tom Hutchinson

THAT the Saugeen Valley Conservation Authority approve the proposed Pay Policy as amended.

Environmental Planning and Regulations

7.9 EPR-2024-18: Permits Issued for Endorsement

There was no discussion.

Motion #G24-119

Moved by Greg McLean

Seconded by Paul Allen

THAT Development, Interference with Wetlands and Alterations to Shorelines and Watercourse applications and Prohibited Activities, Exemptions and Permits applications #24-068, 24-078 to 24-129, and 24-131 to 24-151, as approved by staff, be endorsed.

Carried

7.10 EPR-2024-22: Environmental Planning and Regulations Policies Manual

The EPR Regulations Policies Manual has been updated by staff, with Matt Armstrong reviewing the key changes to ensure alignment with recent legislative updates. It was noted that several housekeeping items still need to be addressed. The next steps include a public consultation period, followed by a final review and approval by the Board.

Motion #G24-120

Moved by Steve McCabe

Seconded by Dave Myette

THAT the Saugeen Valley Conservation Authority direct staff to circulate the draft updated Environmental Planning and Regulations Policies Manual for a 30-day public consultation period.

Carried

Forestry and Lands

7.11 LAN-2024-22: Funding opportunity through the Ministry of Sport

The submission of the funding application requires Board approval. If the funding is denied, the infrastructure repairs will be incorporated into the proposed 2025 Lands budget.

Motion #G24-121

Moved by Tom Hutchinson

Seconded by Moiken Penner

THAT the Saugeen Valley Conservation Authority (SVCA) Board of Directors endorses the submission of SVCA's application to the Community Sport and Recreation Infrastructure Fund (CSRIF) for the repair and rehabilitation of recreational infrastructure at Sulphur Spring Conservation Area.

Carried

8. Closed Session – to discuss a litigation matter and personal matters about identifiable individuals

Motion #G24-122

Moved by Greg McLean

Seconded by Moiken Penner

THAT the Authority move to Closed Session, In Camera to discuss a litigation matter and personal matters about identifiable individuals; and further

THAT, Erik Downing, Matt Armstrong, Madeline McFadden, and Janice Hagan remain in the meeting as required.

Motion #G24-125

Moved by Dave Myette

Seconded by Peter Whitten

THAT the Authority adjourn form closed session, In Camera, and rise and report.

Carried

From the Closed Session:

Motion #G24-126

Moved by Kevin Eccles

Seconded by Dave Myette

THAT the Board direct staff to initiate the Request for Proposal (RFP) process to hire an external consultant, tasked with addressing the recommendations identified in the Workplace Culture Assessment report, in consultation with the Authority, and further

THAT the associated cost come from reserves.

9. Adjournment

There being no further business, the meeting adjourned at 3:33 p.m. on the motion of Peter Whitten and Tom Hutchinson.

Barbara Dobreen
Chair

Janice Hagan
Recording Secretary