

BOARD OF DIRECTORS MEETING

Thursday, November 18, 2021

Ausable Bayfield Conservation Authority Boardroom
Morrison Dam Conservation Area

VIA VIDEO CONFERENCE

DIRECTORS PRESENT

Ray Chartrand, Doug Cook, Adrian Cornelissen, Bob Harvey, George Irvin, Dave Jewitt, Marissa Vaughan, Alex Westman

DIRECTORS ABSENT

Mike Tam

STAFF PRESENT

Geoff Cade, Tina Crown, Tim Cumming, Abbie Gutteridge, Davin Heinbuck, Brian Horner, Denise Iszczuk, Daniel King, Mary Lynn MacDonald, Tracey McPherson, Kate Monk, Nathan Schoelier, Meghan Tydd-Hrynyk, Mari Veliz

OTHERS PRESENT

Adam Skillen – *Skillen Investment Management*; Grant Inglis – *Scott Petrie LLP*

CALL TO ORDER

Chair Doug Cook called the virtual meeting to order at 10:01 a.m. and welcomed everyone in attendance, both in person and virtually.

ADOPTION OF AGENDA

Chair Cook asked that Report 3 - ABCA Personnel Regulation: Unacceptable and Unreasonable Citizen Behaviour be moved to Committee of the Whole for discussion.

MOTION #BD 117/21

Moved George Irvin

Seconded by Marissa Vaughan

“RESOLVED, THAT the agenda for the November 18, 2021 Board of Directors Meeting be approved as amended,”

Carried.

DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest at this meeting or from the previous meeting.

DISCLOSURE OF INTENTION TO RECORD

Chair Cook noted that this meeting was being recorded on Zoom for temporary posting online, and is not an official record. The official record of this meeting will be the approved minutes.

ADOPTION OF MINUTES**MOTION #BD 118/21**

**Moved by Alex Westman
Seconded by Dave Jewitt**

“RESOLVED, THAT the minutes of the Board of Directors meeting held on October 21, 2021 and the motions therein be approved as circulated.”

Carried.

BUSINESS OUT OF THE MINUTES2022 Fee Schedule and Pay Grid

General Manager Brian Horner advised that changes to the fee schedule and the pay grid increase of 2% was incorporated into preparing the proposed budget for 2022.

MOTION #BD 119/21

**Moved by Alex Westman
Seconded by Ray Chartrand**

“RESOLVED, THAT the 2022 fee schedule and pay grid be approved as presented.”

Carried.

PRESENTATION

Adam Skillen, of Skillen Investment Management, presented an update on the investment income since June. The portfolio continues to do well, despite the pandemic. The targets of 35% equities and 65% bonds will remain in place.

PROGRAM REPORTS1. (a) Development Review

Meghan Tydd-Hrynyk, Planning & Regulations Officer, 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 17 *Applications for Permission* and 10 *Minor Works Applications*.

MOTION #BD 120/21**Moved by Ray Chartrand
Seconded by George Irvin**

“RESOLVED, THAT the Board of Directors affirm the approval of applications as presented in Program Report # 1 – a) Development Review.”

Carried.

(b) Violations/Appeals Update

Geoff Cade, Manager of Water and Planning, advised that two charges recently laid in Central Huron are in court. In addition, seven charges have been laid against a Bluewater landowner who built a 5000 square foot deck on his shoreline property. The Municipality also issued a stop work order. Investigation is also continuing for the fill dumping over the lake bank in Bluewater that was reported last month.

MOTION #BD 121/21**Moved by Adrian Cornelissen
Seconded by Bob Harvey**

“RESOLVED, THAT the Board of Directors receive the Violations and Appeals update as presented.”

Carried.

2. Land Acknowledgement

Brian Horner presented a revised Land Acknowledgement to the Board of Directors. The intent of the statement is to be a first step as we learn, reflect and develop actions to build better relations with Canada’s First Nations. The intention is that the statement will be read at the beginning of Board of Directors meetings, as well as special gatherings or events.

MOTION #BD 122/21**Moved by Alex Westman
Seconded by Dave Jewitt**

“RESOLVED, THAT the Ausable Bayfield Conservation Authority adopts the land acknowledgement statement as presented, for in person and hybrid meetings and gatherings.”

Carried.

4. ABCA Covid-19 Vaccination Policy

Brian Horner presented the draft of a vaccination policy developed by the Joint Health and Safety Committee and other staff at the ABCA. Recommendations are for staff, facilities, meetings and special events. All staff have had an opportunity to provide input into the policy. Dave Jewitt recommended that the policy be amended to state that ABCA would provide Rapid Antigen Tests for unvaccinated staff members as long as they were able to obtain them for free. If free tests are not available, then staff would need to cover the cost of these tests.

MOTION #BD 123/21**Moved by Alex Westman
Seconded by Ray Chartrand**

“RESOLVED, THAT the ABCA COVID-19 Vaccination Policy be approved as amended.

Carried.

5. Conservation Authorities Act Updates

Kate Monk, Projects Coordinator, provided an update on the Conservation Authorities Act implementation process. Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act requires each conservation authority to have a ‘transition plan’ that outlines the steps that will be taken during the implementation process. The transition period ends January 1, 2024. The Transition Plan must be completed and distributed to member municipalities and the Ministry of the Environment, Conservation and Parks (MECP) by December 31, 2021. The Regulation does not require approval from either the municipalities or the MECP. Staff recommend that this Transition Plan and timeline be distributed to municipalities and the MECP.

MOTION #BD 124/21

**Moved by George Irvin
Seconded by Marissa Vaughan**

“RESOLVED, THAT the Ausable Bayfield Conservation Authority approves the Transition Plan to be distributed to member municipalities and the Ministry of the Environment, Conservation and Parks.”

Carried.

6. ABCA Reserve Analysis

Brian Horner provided a summary of the ABCA Reserves, as requested by the Board of Directors during the Budget Committee meeting on October 14, 2021. The ABCA has nine Reserve funds including Administration Building; Barrier-Free Facilities; Stewardship Endowment (Land Acquisition); Outdoor Education; Property Management; Vehicles & Equipment; Flood and Erosion Control Major Maintenance; Administration Information Technology; and Operating Revenue. In 2012, the Board of Directors passed a motion that set the reserve target at 60% based on the Member Municipality Average Reserve Balance in relation to their respective operating expenditures. At present, excluding amounts from the Stewardship Endowment Fund that are designated by the Province, the reserve balances are at 57%.

MOTION #BD 125/21

**Moved by Adrian Cornelissen
Seconded by Dave Jewitt**

“RESOLVED, THAT the Board of Directors receive the ABCA Reserve Analysis Report as presented.”

Carried.

PRESENTATION

Denise Iszczuk, Conservation Educator, gave a presentation to update the Board of Directors on education programming over the past year. In general, conservation programming had increased participants from 2020, there were more virtual programs, as well as increased high school level

participants. Some of the programming included virtual programs in partnership with County libraries in the winter, as well as virtual programs when schools returned to online learning in the spring. During the summer months, four weeks of Summer Nature Day camp were offered and well received. In total, 64 children participated in Day Camps. Programming requests increased into the fall when students returned to in class learning. While there were still challenges, including no bussing services for field trips, Conservation Educator were able to do some school yard programs, or outdoor programs at walkable locations, such as Clinton Conservation Area. The Oaks and Acorns program also returned this fall for tots and adult caregivers. Plans for 2022 include more virtual programming and a mix of school yard and field trip programs.

MOTION #BD 126/21

**Moved by Alex Westman
Seconded by George Irvin**

“RESOLVED, THAT the Board of Directors receive the Education presentation and report as presented.”

Carried.

COMMITTEE REPORTS

MOTION #BD 127/21

**Moved by Ray Chartrand
Seconded by Marissa Vaughan**

“RESOLVED, THAT the minutes of the Friends of the South Huron Trail meeting held on November 1, 2021 and the motions therein be approved as circulated.”

Carried.

CORRESPONDANCE

- a) Reference: Per Diems for Members of Conservation Authorities
File: A.5.8
Brief: The Ministry of Environment, Conservation and Parks send a notice to all conservation authorities to gather information to help make decisions about potential per diems for any Ministry appointed members from the agricultural sector.

- b) Reference: Resignation
File: P.1
Brief: A letter of resignation was received from Tony Drinkwalter advising of his retirement on January 4, 2022 from Field Services at the Ausable Bayfield Conservation Authority.

NEW BUSINESS

None

COMMITTEE OF THE WHOLE

MOTION #BD 128/21

**Moved by Alex Westman
Seconded by Marissa Vaughan**

“RESOLVED, THAT the Board of Directors go into Committee of the Whole at 11:20 a.m. to discuss Report 3 and other legal matters with Brian Horner, Geoff Cade, Abbie Gutteridge, Kate Monk and Tracey McPherson remaining in attendance.”

Carried.

MOTION #BD 129/21

**Moved by Alex Westman
Seconded by Ray Chartrand**

“RESOLVED, THAT the Committee of the whole rise and report at 12:06 p.m.

Carried.

MOTION #BD 130/21

**Moved by Alex Westman
Seconded by Ray Chartrand**

“RESOLVED, THAT the Ausable Bayfield Conservation Authority approved the Unacceptable and Unreasonable Citizen Behavior Regulation and include the regulation in the ABCA Personnel Regulations.”

Carried.

ADJOURNMENT

The meeting was adjourned at 12:07 p.m.

Doug Cook
Chair

Abigail Gutteridge
Corporate Services Coordinator

*Copies of program reports are available upon request.
Contact Abigail Gutteridge, Corporate Services Coordinator*