



# MINUTES



## ANNUAL MEETING

Thursday, February 17, 2011

Ausable Bayfield Conservation Authority Boardroom  
Morrison Dam Conservation Area

### DIRECTORS PRESENT

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

### DIRECTORS ABSENT

Representative for Municipality of Bluewater

### OTHERS PRESENT

Ben Forrest, Exeter TA  
Bob Montgomery, CKNX Radio  
Tim Williams, AALP  
George Irvin, Municipality of Bluewater  
Paul Klopp, Municipality of Bluewater

### STAFF PRESENT

Andrew Bicknell, Bev Brown, Cathie Brown, Brian Horner, Kate Monk, Judith Parker, Tom Prout, Alec Scott, Julie Stellingwerff

### CALL TO ORDER

Chair Jim Ginn called the meeting to order at 10:05 a.m. and welcomed all those attending. The Board and staff introduced themselves and it was noted that the Municipality of Bluewater has not appointed a representative to date.

### ADOPTION OF AGENDA

**MOTION #BD 01/11**

**Moved by Paul Hodgins  
Seconded by Dave Frayne**

**“RESOLVED, THAT the agenda for the February 17, 2011 Ausable Bayfield Conservation Authority Annual Meeting be approved.”**

**Carried.**

DISCLOSURE OF PECUNIARY INTEREST

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

ADOPTION OF MINUTES**MOTION #BD 02/11**

**Moved by Lawrence McLachlan**

**Seconded by Bill Siemon**

**“RESOLVED, THAT the minutes of the Board of Directors meeting held on December 16, 2010 and the motions therein be approved as circulated.”**

**Carried.**

BUSINESS OUT OF THE MINUTES2011 Proposed Project & General Levy

Brian Horner, Financial Services Supervisor reminded the Directors that on December 16, 2010 the Board had approved a 11.9% increase in the 2011 proposed budget and the member municipalities were notified of the decision. Staff made presentations to some of the councils and answered queries on the budget. Lorie Scott inquired whether a director was obliged to vote as the council implied. Tom Prout, General Manager responded that the members have been appointed to the Ausable Bayfield Conservation Authority Board of Directors and are voting to represent the interests of the Authority.

2011 Proposed General Levy**MOTION #BD 03/11**

**Moved by Bill Siemon**

**Seconded by Paul Hodgins**

**“RESOLVED, THAT the 2011 General Levy be approved at \$811,106.”**

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
Adelaide Metcalfe	✓		
Bluewater			(no representative appointed)
Central Huron	✓		
Huron East	✓		
Lambton Shores	✓		
Lucan Biddulph	✓		
Middlesex Centre	✓		
North Middlesex	✓		
Perth South	✓		
South Huron	✓		
Warwick	✓		
West Perth	✓		

**The result was Yea 77.3%, based on the current value assessment apportionment schedule.”**

**Carried.**

2011 Proposed Project Levy

**MOTION #BD 04/11**

**Moved by Bill Siemon**

**Seconded by Dave Frayne**

**“RESOLVED, THAT the 2011 Project Levy be approved at \$318,975.”**

	<b>Yea</b>	<b>Nay</b>	<b>Absent</b>
Adelaide Metcalfe	✓		
Bluewater			(no representative appointed)
Central Huron	✓		
Huron East		✓	
Lambton Shores		✓	
Lucan Biddulph		✓	
Middlesex Centre	✓		
North Middlesex		✓	
Perth South		✓	
South Huron		✓	
Warwick		✓	
West Perth		✓	

**The result was Yea 13.90% and Nay 63.40% based on the current value assessment apportionment schedule.”**

**Defeated.**

Chairman Ginn asked how the directors wanted to proceed. The members discussed eliminating the proposed high priority projects which would reduce the project levy from 18.5% to 13.9% (\$12,149).

**MOTION #BD 05/11**

**Moved by Dave Frayne**

**Seconded by Lawrence McLachlan**

**“RESOLVED, THAT the 2011 Project Levy be approved at \$306,826.”**

	<b>Yea</b>	<b>Nay</b>	<b>Absent</b>
Adelaide Metcalfe	✓		
Bluewater			(no representative appointed)
Central Huron	✓		
Huron East	✓		
Lambton Shores	✓		
Lucan Biddulph	✓		

Middlesex Centre	✓
North Middlesex	✓
Perth South	✓
South Huron	✓
Warwick	✓
West Perth	✓

**The result was Yea 77.3% based on the current value assessment apportionment schedule.”**

**Carried.**

2011 Proposed Budget

**MOTION #BD 06/11**

**Moved by Dave Frayne  
Seconded by Lawrence McLachlan**

**“RESOLVED, THAT the 2011 Ausable Bayfield Conservation Authority Budget be approved as amended.”**

**Carried.**

Retiring director, Lawrence McLachlan expressed his appreciation to the staff and directors for a memorable experience as a director over the past 8 years. New appointee for the Municipality of North Middlesex Don Shipway, took his place at the table.

ELECTIONS

Chair Ginn asked for a motion to appoint a Chairperson for the Elections.

**MOTION #BD 07/11**

**Moved by Bill Siemon  
Seconded by Mike Tam**

**“RESOLVED, THAT Tom Prout be appointed as chairperson for the election proceedings.”**

**Carried.**

Jim Ginn departed from the Chair and Tom Prout outlined the election procedures prior to conducting the elections.

Appointment of Scrutineers

**MOTION #BD 08/11**

**Moved by Lorie Scott  
Seconded by Mike Tam**

**“RESOLVED, THAT Alec Scott and Andrew Bicknell be appointed as scrutineers.”**

**Carried.**



**“RESOLVED, THAT the firm of MacNeill Edmunson be appointed as the Ausable Bayfield Conservation Authority Auditor for 2011.”**

**Carried.**

Appointment of Solicitors

**MOTION #BD 12/11**

**Moved by Lorie Scott  
Seconded by Paul Hodgins**

**“RESOLVED, THAT the firms of Little, Masson & Reid, Exeter and Little, Inglis, Price & Ewer, London and Raymond & McLean, Exeter be the Ausable Bayfield Conservation Authority solicitors for 2011.”**

**Carried.**

Appointment of Financial Institution

**MOTION #BD 13/11**

**Moved by Dave Frayne  
Seconded by Don Shipway**

**“RESOLVED, THAT the Bank of Montreal, Exeter Branch be appointed as the Ausable Bayfield Conservation Authority’s financial institution for 2011.”**

**Carried.**

The Board concurred that a call for proposals to provide auditing services and financial institution be sent out every 5 years.

PROGRAM REPORTS

1. (a) Development Review

Andrew Bicknell, Regulations Coordinator 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 four *Applications for Permission* and six *Minor Works Permits*.

1. (b) Violation/Appeals Update

No further updates or new violations to report on.

**MOTION #BD 14/11**

**Moved by Bill Siemon  
Seconded by Lorie Scott**

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

**Carried.**

## 2. Board Member Appointments

Tom Prout presented a report for discussion on the term of municipal appointments to the Board of Directors. According to Section 14(1) of the *Conservation Authorities Act* “Members of an authority shall be appointed by the respective councils of the participating municipalities in the numbers prescribed by subsection 2(2) for the appointment of representatives, and each member shall hold office until the first meeting of the authority after the term for which he or she was appointed has expired.”

It became apparent following the municipal election, that the terms of several sitting members ended on November 30/December 1<sup>st</sup> which made the December 16<sup>th</sup> Board meeting the last meeting for these Board members. There is a possibility that a conservation authority could be left without a quorum, Chair and Vice Chair following the next municipal election. Staff presented a recommendation that the member municipalities be requested to have the term of their appointee end on December 31<sup>st</sup>. Alternatively the Board of Directors modify the Policies and Procedures such that the General Manager or his designate would have the power to call meetings and conduct business in the absence of a functioning Board of Directors.

**MOTION #BD 15/11**

**Moved by Dave Frayne  
Seconded Don Shipway**

**“RESOLVED, THAT the report and recommendations be tabled while the municipal representatives discuss the matter with the respective councils.”**

**Carried.**

## 3. The Green Classroom

Julie Stellingwerff, Conservation Education Specialist gave a report on behalf of Jenni Boles, Conservation Education Assistant who delivered the Green Classroom project on climate change and conservation. The first goal of the project was to coordinate hands-on workshops and provide educators with materials and curricular links for lesson plans and activities around climate change and reducing the school’s carbon footprint. The second part of the project was to make presentations to 24 schools within the watershed to empower students in making environmental choices with respect to water, energy consumption and waste reduction. After the assembly, the students helped plant a tree in the schoolyard. Iron tree guards with a plaque were created by students at South Huron District High School. Funding for the project was from the Ministry of Environment Go Green Fund. In total 4,621 people participated in 51 presentations.

## 4. Unaudited 2010 Profit & Loss Statement

Brian Horner, Financial Services Supervisor presented the unaudited financial statement for January through December 2010. The audit is scheduled for the week of February 21st and the draft financial statements will be presented at the next meeting.

## PRESENTATION

Tim Williams attended the meeting representing the Advanced Agricultural Leadership Program. He was part of a project team who undertook a review of the watershed stewardship programs offered to rural landowners by the ABCA. The group looked at community engagement, funding and strategic planning and prioritizing of available funding. The review was specific to the Ridgeway Drain Water Quality Improvement project. The report revealed that a lack of funding assistance is one of the main constraints for uptake of environmental programs by rural landowners. It was noted that 75% cost-share funding provides the most incentive for uptake. Recommendations for improving effectiveness of the ABCA programs were:

- to offer more workshops with an incentive to attend
- build upon the use of local stories eg. video
- be more specific of benefits and outcomes of Best Management Practices (target the clientele)
- enhanced fundraising
- ecosystem service and offset payment eg. carbon credits
- identify which BMPs are most effective for the desired water quality outcomes.

The assistance of ABCA staff in the review was acknowledged by the project team.

## COMMITTEE REPORTS

### Human Resources Management Committee

Jim Ginn presented the minutes of the Human Resources Management Committee meeting held January 20, 2011. There were two matters to be brought to the Board of Directors for discussion. A draft Oath of Office & Confidentiality Agreement for directors to sign was circulated for review. Also a clarification on Personnel Regulation #22.3 regarding severance package terms.

### **MOTION #BD 16/11**

**Moved by Lorie Scott  
Seconded by Bill Siemon**

**“RESOLVED, THAT the Board of Directors adopt and sign the Oath of Office and Confidentiality Agreement effective immediately.”**

**Carried.**

### **MOTION #BD 17/11**

**Moved by Lorie Scott  
Seconded by Paul Hodgins**

**“RESOLVED, THAT the revision to Personnel Regulation #22.3 be approved as presented.”**

**Carried.**



Striking Committee**MOTION #BD 18/11**

**Moved by Don Shipway  
Seconded by Paul Hodgins**

**“RESOLVED, THAT the Board of Directors approve the recommendations for appointments to the ABCA Standing Committees with the amendment to the Drinking Water Source Protection Joint Management Committee alternate.”**

**Carried.**

**MOTION #BD 19/11**

**Moved by Lorie Scott  
Seconded by Dave Frayne**

**“RESOLVED, THAT the minutes of Ausable Bayfield Conservation Foundation Annual Meeting held on January 10, 2011; the Human Resources Management Committee meeting held on January 7, 2011; the Source Protection Committee meeting held on November 24, 2010; the Striking Committee meeting held on January 7, 2011 and the motions therein be approved as presented.”**

**Carried.**

GENERAL MANAGER’S REPORT

Tom Prout provided a written report with a brief update on the progress of various projects, staff training and development, upcoming meetings or events and general activities over the previous month.

CORRESPONDENCE

- a) Reference: Director Appointments  
File: A.5.3  
Brief: Received resolutions for appointments to the ABCA Board of Directors for Jim Ginn as representative for Municipality of Central Huron; Bill Siemon for Municipality of Huron East; Don Shipway for Municipality of North Middlesex; Paul Hodgins for Township of Lucan Biddulph; Ute Stumpf for Municipality of Middlesex Centre and Adelaide Metcalfe.
- b) Reference: Water’s Next Nominee  
File: A.5.1  
Brief: Media release announcing Cathie Brown, Project Manager for the Ausable Bayfield Maitland Valley Source Protection Region, as a nominee in the national Water’s Next recognition for her work in engaging of stakeholders in developing source protection programs.

- c) Reference: Water Opportunities and Water Conservation Act  
File: A.8.29  
Brief: Notice of Royal Assent enacting the new *Water Opportunities and Water Conservation Act, 2010*.
- d) Reference: Permit to Take Water Permits for Conservation Projects  
File: A.7.1  
Brief: Notice that Angela Van Niekerk and Ross Wilson of the ABCA are Conservation Ontario representatives involved in consultations with Ontario Ministry of the Environment, clarifying current processes involved in Permitting to Take Water for conservation projects such as wetlands.
- e) Reference: Thank you  
File: A.5.1  
Reference: Thank you from Lorie Scott, Lambton Shores councillor expressing appreciation to ABCA staff who were involved in a town hall meeting hosted by the Municipality of Lambton Shores regarding ice management at Port Franks.
- f) Reference: Land Trust Alliance  
File: A.7.1  
Reference: Notice that the Angela Van Niekerk has been endorsed by Conservation Ontario as a representative to the Ontario Land Trust Alliance Board of Directors effective December 6, 2010.
- g) Reference: Claybird Gun Club  
File: L.18.2  
Reference: Correspondence from the Claybird Gun Club requesting to work with the ABCA and Municipality of Bluewater to improve the Ausable Line access to the river from the north side.
- h) Reference: Rural Ontario Institute  
File: A.5.1  
Reference: Invitation to attend the Wm A. Stewart Lecture & Reception on March 31, 2011 at London Convention Centre featuring General Rick Hillier (retired).
- i) Reference: Municipality of Bluewater  
File: F.6.  
Reference: Resolution from Municipality of Bluewater requesting that the ABCA return with a budget increase of 0% for 2011.

NEW BUSINESS

Tom Prout requested that directors talk with their councils as to what ABCA staff should consider as a target increase in the 2012 budget deliberations.

ADJOURNMENT

The meeting was adjourned at 12:05 p.m.

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Jim Ginn  
Chair

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Judith Parker  
Corporate Services Coordinator

*Copies of Program Reports are available upon request.  
Contact Judith Parker, Corporate Services Coordinator.*

