

BOARD OF DIRECTORS MEETING

Thursday, April 23, 2020

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, Mike Tam, Marissa Vaughan, Alex Westman

STAFF PRESENT

Hope Brock, Bev Brown, Geoff Cade, Tim Cumming, Abbie Gutteridge, Davin Heinbuck, Brian Horner, Denise Iszczuk, Daniel King, Mary Lynn MacDonald, Tracey McPherson, Kate Monk, Judith Parker, Sharon Pavkeje, Meghan Tydd-Hrynyk, Mari Veliz, Angela Van Niekerk

OTHERS PRESENT

Paul Seebach, Seebach & Company Chartered Accountants
Adam Skillen, Skillen Investment Management

CALL TO ORDER

Chair Doug Cook called the virtual meeting to order at 10:00 a.m. and welcomed everyone in attendance. He thanked staff for organizing the Zoom video conference and stated the procedures for voting and asking questions would be by show of hand.

ADOPTION OF AGENDA

MOTION #BD 22/20

**Moved Alex Westman
Seconded by Dave Jewitt**

“RESOLVED, THAT the agenda for the April 23, 2020 Board of Directors Meeting be approved,”

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 stated that the meeting was being recorded for the public to view, and a link would be posted on the ABCA website.

ADOPTION OF MINUTES

General Manager Brian Horner advised there was an amendment to the minutes regarding Program Report # 1(b). The correction is: *Staff advised that a plea agreement with the landowner on Chicken Island had been reached. The landowner agreed to plead guilty on two charges and remove the unauthorized structures and the ABCA agreed to withdraw the remaining charges.*

MOTION #BD 23/20

**Moved by Ray Chartrand
Seconded by Bob Harvey**

“RESOLVED, THAT the minutes of the Board of Directors meeting held on February 20, 2020 and the motions therein be approved as amended, and

FURTHER, THAT the minutes of the Board of Directors email meeting held on March 26, 2020 and the motion therein be approved as circulated.”

Carried.

ADMINISTRATION BY-LAW AMENDMENT

Brian Horner advised that the Minister of Environment, Conservation and Parks issued direction on March 26, 2020 pursuant to Subsection 19.1(7) of the *Conservation Authorities Act* that all Conservation Authorities in Ontario including Source Protection Authorities, be enabled to convene a meeting electronically and make necessary amendments to their by-laws when dealing with emergencies. Subsequently, amendments can be made to the Ausable Bayfield Conservation Authority’s By-law dated October 18, 2018 for members to participate in electronic meetings during an emergency declared pursuant to the *Emergency Management Civil Protection Act*.

MOTION #BD 24/20

**Moved by Alex Westman
Seconded by Adrian Cornelissen**

“RESOLVED, THAT the *Ausable Bayfield Conservation Authority Administration Regulations* be amended to include the Administration By-Law enabling the Board of Directors to hold electronic meetings during a period of declared emergency pursuant to the *Emergency Management Civil Protection Act*.”

Carried.

BUSINESS OUT OF THE MINUTESCoyne Delegation

Geoff Cade, Water & Planning Manager provided a staff report and background correspondence in the matter brought before the Board by the delegation at the February 20, 2020 meeting. Mr. Coyne was requesting that the ABCA reimburse him for drainage engineering fees he paid during the application process to fill in an open watercourse on his property.

MOTION #BD 25/20

**Moved by Mike Tam
Seconded by Marissa Vaughan**

“RESOLVED, THAT Mr. Ken Coyne be advised the Board of Directors received the staff report and documentation prepared as follow-up to his delegation, and

FURTHER, THAT the Ausable Bayfield Conservation Authority will not be providing compensation for the engineering fees incurred.”

Carried.

PRESENTATION

Adam Skillen of Skillen Investment Management provided an update on the investment portfolio which is 67% bonds and 33% equity. During these uncertain times of the COVID-19 pandemic, the directors agreed the portfolio was well balanced at this time and would like Mr. Skillen to return for the Board meeting on October 15, 2020.

Mr. Skillen left the meeting at 10:40 a.m.

2019 FINANCIAL STATEMENT

Paul Seebach, of Seebach and Company presented the 2019 audited financial statement. There were no audit issues found or unusual transactions. The statements of financial position and operations were reviewed and the Board had no questions.

MOTION #BD 26/20

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

“RESOLVED, THAT the 2019 audited financial statement be approved as presented.”

Carried.

Mr. Seebach left the meeting at 10:55 a.m.

PROGRAM REPORTS**1. (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 11 *Applications for Permission* and 13 *Minor Works Application*.

(b) Violations/Appeals Update

Staff advised that a formal confirmation on remedial work was agreed to by the landowner on Chicken Island, Port Franks. Due to the pandemic, there is a delay with the Beach o’ Pines violation charges in Lambton Shores, that have been laid against the contractor and the landowners who installed shore protection with no permits.

MOTION #BD 27/20

**Moved by Ray Chartrand
Seconded by Mike Tam**

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

Carried.

2. COVID-19 Hearings Under Section 28

Geoff Cade, Water & Planning Manager advised that Conservation Ontario has released a guidance document related to Hearings under Section 28 of the *Conservation Authorities Act* during the current COVID-19 pandemic. Conservation Ontario is recommending that conservation authorities suspend Hearings during the current pandemic. Staff are continuing to issue permits under the current restrictions and there are no Hearings scheduled to date.

MOTION #BD 28/20

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

“RESOLVED, THAT the Board of Directors for Ausable Bayfield Conservation Authority suspend Section 28 Hearings pursuant to Ontario Reg. 147/06 until further notice.”

Carried.

3. COVID-19 Timeline and Operations

Brian Horner provided a timeline of the ABCA operations in response to the COVID-19 pandemic. The provincial *Emergency Management and Civil Protection Act* provided direction on limiting gatherings and ensuring social distancing for public health and safety. The ABCA office was closed to the public on March 23, 2020 and staff began working remotely from home. Trails, conservation areas and forested tracts were closed to the public until further notice on March 30, 2020 to comply with provincial emergency orders. Also closed were the properties owned by the Huron Tract Land Trust Conservatory. The spring tree planting program is able to continue with additional protocols in place for the safety of landowners, staff and tree planters.

4. Quarterly Financial Statement

Brian Horner provided the unaudited statement of profit and loss from January 1 to March 31, 2020.

MOTION #BD 29/20

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

“RESOLVED, THAT the first quarter profit and loss financial statement be received as presented.”

Carried.

5. Main Bayfield Watershed

Hope Brock, Healthy Watersheds Technician, advised that in March 2020, the Fred A. Barbara M. Erb Family Foundation granted \$100,000 for 2020-2021 to continue improvements to water quality and soil health in the Main Bayfield Watershed. The funding will increase awareness about water quality; support the implementation of best management practices including a cover crop funding program. In addition, the ABCA will assist the Huron Soil and Crop Improvement Association in delivering outreach programs and developing a communication strategy for the Huronview Demonstration Farm.

6. Environment Canada Nearshore Communication

Daniel King, Regulations Coordinator presented the *Nature Based Shorelines on the Eastern Shore of Lake Huron: Challenges and Opportunities* final report. It was a review on policies and outreach opportunities to encourage more natural shorelines in the southeast shore of Lake Huron. The funding for this project was provided by Environment and Climate Change Canada in 2019-2020 and was coordinated with Maitland Valley, Saugeen Valley and St. Clair Region Conservation Authorities. There is communication opportunities beyond the permit application process for nature based shorelines by engaging stakeholders and a wider audience in a variety of different ways.

7. Flood Emergency Planning

Davin Heinbuck, Water Resources Coordinator gave an overview of the flood emergency response planning workshop held on February 11, 2020. There were over 30 attendees from 8 watershed municipalities, 4 counties and all 3 public health units. Jonathon Graham, CAO for North Middlesex and Steve McAuley, Director of Community Services and Chris Martin CEMC for Lambton Shores gave their perspectives on collaborating with the ABCA during recent flooding events.

8. Conservation Education Report

Denise Iszczuk, Conservation Educator prepared an update on the nature education programs that were delivered during the first three months of the year. Due to the teacher strike and pandemic restrictions, staff have not been able to reach as many students. A number of recurring events have now been cancelled due to the uncertainty. Since the meeting was held by video, she gave a virtual lesson on soil to demonstrate the opportunities available in the future for sharing conservation education.

GENERAL MANAGER'S REPORT

Brian Horner 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.

COMMITTEE REPORTS

MOTION #BD 30/20

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

“RESOLVED, THAT the minutes of the Ausable Bayfield Conservation Foundation meeting held on March 2, 2020 and the motions therein be approved as circulated.”

Carried.

CORRESPONDENCE

- a) Reference: Conservation Authority Programs and Services
File: A.7.1
Brief: Resolutions from the Municipalities of Scugog, Frontenac, Northumberland, Collingwood, Strathroy-Caradoc and Orangeville to the Honourable Minister Jeff Yurek, supporting the important role conservation authorities provide in local communities for watershed management programs.
- b) Reference: MNRF Funding
File: A.5.5
Brief: Correspondence from Kathy Woeller, Ministry of Natural Resources and Forestry, advising that the province will continue to maintain operational funding for the 2020/21 fiscal year in support of flood forecasting and warning, dam operations and municipal planning related to natural hazards. The Water Erosion Control Infrastructure (WECI) program continues with capital funding for maintenance.
- c) Reference: Essential Services
File: A.5.1
Brief: Correspondence from Forests Ontario advising that forestry nurseries and tree planting were deemed essential services by the province under Section 37, for ensuring global continuity of forestry products, and Section 24 and 32 for growing, lifting and planting trees.

NEW BUSINESS

None.

Alex Westman left the meeting at 12:15 p.m.

COMMITTEE OF THE WHOLE**MOTION #BD 31/20**

**Moved by George Irvin
Seconded by Dave Jewitt**

“RESOLVED, THAT the Board of Directors go into Committee of the Whole at 12:20 p.m. to discuss a personal matter with Brian Horner, Kate Monk, and Judith Parker remaining in attendance.”

Carried.

MOTION #BD 32/20

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

“RESOLVED, THAT Committee of the Whole rise and report at 12:35 p.m.”

Carried.

MOTION #BD 33/20

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

“RESOLVED, THAT staff administer the personal matter as discussed.”

Carried.

ADJOURNMENT

The meeting was adjourned at 12:40 p.m.

Doug Cook
Chair

Judith Parker
Corporate Services Coordinator

*Copies of program reports are available upon request.
Contact Judith Parker, Corporate Services Coordinator*