

SAUGEEN VALLEY CONSERVATION AUTHORITY

Minutes

Meeting: Authority Meeting
Date: Thursday, February 16, 2023, 1:00 p.m.
Location: Administration Office, Formosa, ON
Chair: Barbara Dobreen

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

Members absent: Greg McLean

Delegates present: Glen Sheppard, Marsh Canada Ltd., Sean-Michael Stephen, Watson and Associates, Carl Seider, Drinking Water Source Protection

Staff present: Jennifer Stephens, Erik Downing, Donna Lacey, Elise MacLeod, Laura Molson, Janice Hagan, Ashley Richards

Chair Barbara Dobreen called the meeting to order at 1:00 p.m.

1. Land Acknowledgement

The Land Acknowledgement was read by Paul Allen:

We begin our meeting today by respectfully acknowledging the Anishinaabeg Nation, the Haudensaunee, 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

At the request of the Chair, Items 7 c-f were removed from the Consent Agenda and placed under Item 8, New Business to allow for discussion.

Motion #G23-17

Moved by Tom Hutchinson

Seconded by Kevin Eccles

THAT the SVCA Board of Directors adopt the agenda for the Authority meeting on February 16, 2023, as amended.

Carried

3. Declaration of Pecuniary Interest

No persons declared a pecuniary interest relative to any item on the agenda.

4. Adoption of Authority meeting minutes – January 19, 2023

Motion #G23-18

Moved by Bill Stewart

Seconded by Steve McCabe

THAT the SVCA Board of Directors adopt the minutes of the Authority meeting, January 19, 2023, as presented.

Carried

5. Presentations

a. Marsh Insurance

Glen Sheppard, Vice President of Marsh Canada Ltd, gave a presentation which summarized the current insurance coverage for SVCA directors and officers. He reviewed legal duties and obligations of the members, as well as risk management and prevention of incidents.

b. User Fee Review

Sean-Michael Stephen, Watson and Associates, submitted the completed User Fee review with the goal of assessing the Environmental Planning and Regulations full cost of plan review and permitting services. He submitted recommended fee changes for annual revenue and cost recovery. The Authority is advised to monitor regulatory changes to prepare for implementation of the recommended fees in 2024.

c. Corporate Services

Laura Molson presented an orientation session to the Directors regarding the Corporate Services department's functions and responsibilities.

d. Drinking Water Source Protection

Carl Seider presented an orientation session regarding the Drinking Water Source Protection Program and the obligations of municipalities and the SVCA Board of Directors under the *Clean Water Act, 2006*.

6. General Manager's Report

Jennifer Stephens provided an update to Board and noted that she has been meeting with municipal CAOs to discuss the Inventory of Programs and Services with a goal of having municipal agreements for nonmandatory services in place by July 2023. Jennifer also discussed Bill 23: *More Homes, More Choices Act* and noted that staff have been conducting meetings with the

municipalities to discuss their new roles and responsibilities in natural heritage commenting and to assist with transition planning.

7. Consent agenda

Motion #G23-19

Moved by Sue Paterson

Seconded by Bill Stewart

THAT the reports and information contained in the Consent Agenda, [Item7a-c], along with their respective recommended motions be accepted as presented.

Carried

8. New Business

a. Strategic Plan Update

Jennifer Stephens provided an update on the Strategic Plan initiative and reported that the overarching theme is organizational excellence. She presented the proposed mandate and vision statements.

Motion #G23-20

Moved by Paul Allen

Seconded by Steve McCabe

THAT the proposed new vision and mandate statement as outlined be endorsed.

Carried

b. 2023 Workplan

Jennifer Stephens presented the 2023 Operational Workplan outlining the overall goals and tasks for each department. The workplan also includes target dates for recommended strategic activities.

Motion #G23-21

Moved by Bill Stewart

Seconded by Moiken Penner

THAT the proposed 2023 SVCA Workplan be endorsed.

Carried

c. Standing Committees Terms of Reference

The Terms of Reference (ToR) for the Water Resources, Forestry, and Property and Parks Committees were presented to the Authority for approval. The members requested that the ToR be amended to include a review (Item 9) at the beginning of each new term for the Authority.

Motion #G23-22

Moved by Tom Hutchinson

Seconded by Kevin Eccles

THAT the proposed Terms of Reference for the Water Resources, Forestry, and Property and Parks Committees be endorsed as amended.

d. Provincial Offences Officer Designation

Erik Downing reported that Trent Francis, Regulations Officer, and Jilliana Wiersma, Lands Technician have both fulfilled the requirements for the Provincial Offences Officer (POO) designation. It was recommended that both staff members be designated as SVCA POO officers.

Motion #G23-23

Moved by Larry Allison

Seconded by Bud Halpin

THAT SVCA Regulations Officer Trent Francis be designated by the SVCA Board of Directors as a Provincial Offences Officer for the purpose of enforcing Section 28 of the *Conservation Authorities Act*; and

FURTHER THAT SVCA Lands Technician Jilliana Wiersma be designated by the SVCA Board of Directors as a Provincial Offences Officer for the purpose of enforcing Section 29 of the *Conservation Authorities Act*.

Carried

e. Request for Endorsement: Permits Issued

Motion #G23-24

Moved by Jennifer Prenger

Seconded by Bill Stewart

THAT the Development, Interference with Wetlands and Alterations to Shorelines and Watercourse applications (23-007-23-012), pursuant to Ontario Regulation 169/06, as approved by staff, be endorsed.

Carried

f. Policies

i. Accommodation Policy

Motion #G23-25

Moved by Larry Allison

Seconded by Bud Halpin

That the Saugeen Valley Conservation Authority approve the proposed Accommodation Policy.

Carried

ii. Work from Home Policy

Motion #G23-26

Moved by Peter Whitten

Seconded by Steve McCabe

That the Saugeen Valley Conservation Authority approve the Remote Work Program on a permanent basis.

Carried

9. Closed Session – To discuss a pending acquisition of land by the Authority.

Motion #G23-27

Moved by Bud Halpin

Seconded by Moiken Penner

THAT the Authority move to Closed Session, In Camera, to discuss a pending acquisition of land by the Authority; and further

THAT Jennifer Stephens, Donna Lacey, and Janice Hagan remain in the meeting.

Carried

Motion #G23-31

Moved by Kevin Eccles

Seconded by Mike Niesen

THAT the Authority adjourn from Closed Session, In Camera and rise and report.

Carried

Chair Dobreen reported that only the items pertaining to the acquisition of land by the Authority were discussed in the Closed Session and that staff were given direction.

Adjournment

There being no further business, the meeting adjourned at 3:38 p.m. on motion of Sue Paterson and Kevin Eccles.

Barbara Dobreen
Chair

Janice Hagan
Recording Secretary