



## Saugeen Valley Conservation Authority

### Minutes – Board of Directors

**Date:** Thursday May 18, 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, Greg McLean, Dave Myette, Mike Niesen, Sue Paterson, Moiken Penner, Jennifer Prenger, Bill Stewart, Peter Whitten  
**Staff present:** Jennifer Stephens, Matt Armstrong, Erik Downing, Donna Lacey, Elise MacLeod, Laura Molson, Janice Hagan

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

#### **1.0 Land Acknowledgement**

The Land Acknowledgement was read by Kevin Eccles:

*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.*

#### **2.0 Adoption of Agenda**

The agenda was amended as follows:

- Presentation #5.0 was cancelled.
- Report #6.0, GM Report, was added.
- Report #9.2, SVCA Programs and Services, was added.
- Report #9.7, Flood Hazard Identification Mapping Project (FHIMP) Contract Award, was amended.

#### **Motion #G23-39**

Moved by Greg McLean

Seconded by Bill Stewart

THAT the SVCA Board of Directors adopt the agenda for the Authority meeting on May 18, 2023, as amended.

**Carried**

**3.0 Declaration of Pecuniary Interest**

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

**4.0 Adoption of Authority meeting minutes – March 16, 2023**

**Motion #G23-40**

Moved by Tom Hutchinson

Seconded by Steve McCabe

THAT the minutes of the Saugeen Valley Conservation Authority meeting, March 16, 2023, be adopted as circulated.

**Carried**

**5.0 Presentations – none at this time.**

**6.0 General Manager's Report**

There was no discussion.

**7.0 Matters arising from the minutes – None at this time.**

**8.0 Reports for information**

8.1 2023 Workplan update

There was no discussion.

8.2 Finance Report

There was no discussion.

8.3 Program Report

There was no discussion.

8.4 News Articles for Members' information

There was no discussion.

8.5 Correspondence

There was no discussion.

8.6 Violation Update

There was no discussion.

**9.0 New Business**

9.1 2023-2033 Strategic Plan

The final draft of the Strategic Plan was presented to the Board of Directors. Staff were directed to schedule a separate Authority meeting to review the Plan in more detail.

**Motion #G23-41**

Moved by Tom Hutchinson

Seconded by Peter Whitten

That the Saugeen Valley Conservation Authority Board of Directors receives for information the draft 10-year Strategic Plan for the period of 2023-2033 as presented; and

THAT the Board hold a strategic plan session at a future separate meeting.

**Carried**

9.2 SVCA Programs and Services

Staff are pursuing the establishment of municipal agreements that will allow SVCA to maintain Category 3 programs and services. Staff will prepare a business case for category 3 programs and services and a draft cost-apportioning agreement for municipal consideration.

**Motion #G23-42**

Moved by Larry Allison

Seconded by Bud Halpin

THAT Saugeen Valley Conservation Authority continue to offer Category 3 non-mandatory programs and services related to public awareness and communication, water quality monitoring, and stewardship to its watershed municipalities; and

THAT all watershed municipalities participate in order for all or any of the Category 3 non-mandatory programs and services to continue, and

THAT the Board of Directors directs staff to prepare a business case for Category 3 non-mandatory programs and services specifically water quality monitoring, stewardship, and public awareness/communications services associated with these activities; and

THAT the Board of Directors directs staff to prepare a Category 3 cost-apportioning agreement to seek municipal support to continue to fund the non-mandatory programs and services outlined above; and

THAT the Board of Directors directs staff to pursue discussions with municipalities regarding these draft Category 3 Agreements; and

FURTHER THAT the Board of Directors directs staff to bring back the Agreement for negotiation with municipalities at the July 20th meeting.

**Carried**

9.3 Grey County Prosecutor Pilot Program

Staff recommend a trial one-year pilot program for the use of Grey County legal services for the prosecution of violations under the *Conservation Authorities Act*.

**Motion #G23-43**

Moved by Paul Allen

Seconded by Tom Hutchinson

THAT the SVCA Board of Directors directs staff to negotiate and execute a one-year Pilot Program Agreement with Grey County for use of the Crown Prosecutor to try charges under the *Conservation Authorities Act*. This program would financially benefit the Authority as these legal resources would be a shared use of public sector dollars.

**Carried**

9.4 Permits Issued

Permits issued by SVCA staff are endorsed by the Board of Directors. There was no discussion on the staff report.

**Motion #G23-44**

Moved by Larry Allison

Seconded by Bill Stewart

THAT the Development, Interference with Wetlands and Alterations to Shorelines and Watercourse applications (23-030-23-083, save 23-043), pursuant to Ontario Regulation 169/06, as approved by staff, be endorsed.

**Carried**

9.5 Durham Upper Dam Environmental Assessment

An engineering assessment of the Durham upper dam resulted in recommendations to complete a full rehabilitation of the dam structure and a Class Environmental Assessment (Class EA) prior to undertaking any work. Staff have applied for funding from the Water and Erosion Control Infrastructure (WECI) and the Municipality of West Grey, as the benefiting municipality, would contribute the remaining costs.

**Motion #G23-45**

Moved by Paul Allen

Seconded by Steve McCabe

THAT staff proceed with Phase 1 of an Environmental Assessment for the Durham Upper Dam, pending Water and Erosion Control Infrastructure (WECI) funding;

AND FURTHER THAT the Municipality of West Grey be deemed the benefiting municipality, contributing 100% of the project costs not covered by grant funding.

**Carried**

9.6 Watershed Report Card

Staff presented the completed Watershed Report Cards for the Authority which are developed every five (5) years. It was noted that continued participation in the collection of benthic macroinvertebrates through the Ontario Benthos Biomonitoring Network will require an agreement with each municipality as this is a Category 3 program and service.

**Motion #G23-46**

Moved by Sue Paterson

Seconded by Greg McLean

THAT the SVCA Board of Directors receive Report #9.6, Watershed Report Cards, for information.

**Carried**

9.7 Flood Hazard Identification Mapping Project (FHIMP) Contract Award

An amended report was circulated to the Authority as new information from the RFP results was included. RFPs had been issued to retain consultants to complete flood hazard mapping in the Municipality of West Grey, Town of Saugeen Shores, and the Township of Huron-Kinloss. After discussion the following motion carried:

**Motion #G23-47**

Moved by Steve McCabe

Seconded by Kevin Eccles

THAT D.M. Wills Associates Limited be retained to complete flood hazard mapping for Durham Creek, in the Municipality of West Grey at a cost of \$45,530.00 plus HST; and

THAT Water's Edge Environmental Solutions Team Ltd. be retained to complete flood hazard mapping for eight (8) watercourses and one provisional watercourse in the Town of Saugeen Shores at a cost of \$63,217.50 plus HST; and

THAT Water's Edge Environmental Solutions Team Ltd. be retained to complete flood hazard mapping for six (6) watercourses, a portion of Clark's Creek and the entire Pine River in the Township of Huron-Kinloss at a cost of \$123,905 plus HST; and

THAT the additional \$73,905.00 plus HST, above FHIMP funding, be 100% contributed by the Township of Huron-Kinloss; and

FURTHER THAT \$20,000 for SVCA's contribution towards all three floodplain mapping projects for peer review services be drawn from deferred revenue.

**Carried**

9.8 Walkerton Hydro Dam

The Walkerton Hydro Dam, owned by SVCA, was assessed by engineering consultants in 2022 and is reported to be in poor condition. A potential investor has initiated a discussion with staff regarding the potential of leasing the dam structure for the purpose of producing hydroelectric power. After discussion, the following motion carried:

**Motion #G23-48**

Moved by Bill Stewart

Seconded by Tom Hutchinson

THAT staff be directed to discontinue lease discussions with a potential investor regarding rehabilitation of the Walkerton Hydro Dam.

**Carried**

9.9 Appointments to Agricultural Advisory Committee

The Agricultural Advisory Committee is to be re-established and will have its inaugural meeting at the beginning of June. The goal of the committee is to improve communications with the agriculture community.

**Motion #G23-49**

Moved by Bill Stewart

Seconded by Tom Hutchinson

THAT Chris Cossitt, Les Nichols, Paul Wettlaufer, Karen Gorman, Katie Normet, Allan Willits, and Meg Roberts be appointed to the Saugeen Valley Conservation Authority Agricultural Advisory Committee for the 2023 calendar year.

**Carried**

9.10 Conservation Authority Content Management System

Staff recommend the Content Management System created by Central Lake Ontario Conservation Authority as the most appropriate system for use by SVCA. The system is already being utilized by other conservation authorities as it has been designed specifically to meet the needs of the Environmental Planning and Regulations department.

**Motion #G23-50**

Moved by Bill Stewart

Seconded by Mike Niesen

THAT the SVCA Board of Directors directs staff to negotiate and execute an Agreement with Central Lake Ontario Conservation Authority to acquire the Conservation Authority Content Management System; and

FURTHER THAT the \$20,000 cost for the Conservation Authority Content Management System and the data import of historical environmental planning and regulations files be drawn from the working capital reserve.

**Carried**

9.11 Administrative Bylaws

The Administrative Bylaws have been amended to reflect the changes to the *Conservation Authorities Act* and have been reviewed by legal counsel.

**Motion #G23-51**

Moved by Larry Allison

Seconded by Greg McLean

THAT the Board of Directors of the Saugeen Valley Conservation Authority approves the attached amended Administrative Bylaws including appendices.

Amendment:

Moved by Tom Hutchinson

Seconded by Dave Myette

THAT the Bylaws be amended to increase agenda circulation time for Committees from 48 hours to 7 days.

The members discussed the amendment, and it was withdrawn. The original motion carried.

9.12 Hybrid Meeting Options

The Authority Members have requested the option of conducting hybrid meetings in case scheduling does not permit travel to the Administration office in Formosa. Staff recommend that the Owl 3 camera be purchased for this purpose. The Directors discussed the potential need for an extra microphone(s) due to the size of the boardroom.

**Motion #G23-52**

Moved by Tom Hutchinson

Seconded by Kevin Eccles

THAT Saugeen Valley Conservation Authority allow hybrid meetings to be conducted; and  
FURTHER THAT the Board directs staff to purchase the Owl 3 camera and Owl Connect with funds from the 2023 Building Maintenance budget.

Amendment:

Moved by Sue Paterson

Seconded by Steve McCabe

THAT the motion be amended to upset the requested amount to \$5000 to include a microphone or other equipment as required.

**Carried**

**10.0 Closed Session** – to discuss matters related to litigation or potential litigation affecting the Authority, advice that is subject to solicitor-client privilege, and personal matters about an identifiable individual.

**Motion #G23-53**

Moved by Greg McLean

Seconded by Steve McCabe

THAT the Board of Directors of the Saugeen Valley Conservation Authority moves to Closed Session, In Camera to discuss matters related to litigation or potential litigation affecting the Authority, advice that is subject to solicitor-client privilege, and personal matters about an identifiable individual; and

THAT Jennifer Stephens, Laura Molson, and Janice Hagan remain in the meeting; and

THAT Elise MacLeod remains in the meeting for Reports 5.1 – 5.3 only; and FURTHER

THAT Donna Lacey remains in the meeting for Reports 5.3 – 5.4 only.

**Carried**

**Motion #G23-56**

Moved by Moiken Penner

Seconded by Greg McLean

THAT the Board of Directors adjourn from Closed Session, In Camera, and rise and report.

**Carried**

Chair Dobreen reported that only the items pertaining to the reasons for the Closed Session were discussed. The following motions passed in open session:

**Motion #G23-57**

Moved by Steve McCabe

Seconded by Bill Stewart

THAT the repair of the East Riverbank Gabion Baskets Project be awarded to VanDriel Excavating Inc., for \$435,326.00 plus HST, pending the Municipality of West Grey Council approval, Water and Erosion Control Infrastructure Program (WECI) funding, permits from the Department of Fisheries and Oceans and Saugeen Valley Conservation Authority (SVCA), as well as landowner consent; and

THAT the Municipality of West Grey be deemed the benefitting Municipality, responsible for 100% of the construction costs, at \$435,326.00 plus HST, less WECI funding; and

THAT the cost of engineering be split 50:50 between SVCA and the Municipality of West Grey for Phase 2 of the project, SVCA's portion to be drawn from the Capital Project – West Grey Projects Reserve Fund; and

FURTHER THAT staff engage legal counsel for landowner consent to access and complete the gabion basket repairs, across all five (5) affected properties.

**Carried**

**Motion #G23-58**

Moved by Bud Halpin

Seconded by Paul Allen

THAT the Board of Directors directs staff to consult with legal counsel and our insurer regarding the state of SVCA's water and erosion control infrastructure; and

THAT all associated costs for this consultation, to an upset limit of \$20,000, come from Working Capital Reserves.

**Carried**

**Motion #G23-59**

Moved by Mike Niesen

Seconded by Bill Stewart

THAT staff be directed to research appropriate asset management software to aid with infrastructure management and long-term capital forecasting; and

FURTHER THAT staff be directed to bring back recommendations regarding asset management software at a future Board of Directors meeting.

**Carried**



**Motion #G23-60**

Moved by Mike Niesen

Seconded by Greg McLean

THAT Varney Pond be closed until further notice; and

FURTHER THAT staff be directed to proceed with the communications campaign to advise the public, stakeholders, and the municipality of plans not to fill the pond.

**Carried**

The Directors noted that approval of the motion was not unanimous.

**Motion #G23-61**

Moved by Sue Paterson

Seconded by Jennifer Prenger

THAT the Board of Directors approves hiring a 2-month full-time contract staff position to support the lands management team; and

FURTHER THAT the funds be drawn from the Working Capital Reserve.

**Carried**

**11.0 Adjournment**

There being no further business, the meeting adjourned at 4:42 p.m. on the motion of Tom Hutchinson and Peter Whitten.

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Barbara Dobreen  
Chair

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Janice Hagan  
Recording Secretary