

BOARD OF DIRECTORS MEETING

Thursday, November 16, 2023
Ausable Bayfield Conservation Authority Boardroom
Morrison Dam Conservation Area

DIRECTORS PRESENT

Ray Chartrand, Adrian Cornelissen, Steve Herold, Jaden Hodgins, Greg Lamport, Dave Marsh, Marissa Vaughan

DIRECTORS ABSENT

Dave Jewitt Wayne Shipley

STAFF PRESENT

Mike Bax, Geoff Cade, Tina Crown, Abbie Gutteridge, Brian Horner, Daniel King, Tracey McPherson, Nathan Schoelier, Meghan Tydd-Hrynyk, Mari Veliz

CALL TO ORDER

Chair Marissa Vaughan called the meeting to order at 10:02 a.m., welcomed everyone in attendance, and read the Land Acknowledgement Statement.

ADOPTION OF AGENDA

MOTION #BD 106/23

**Moved Ray Chartrand
Seconded by Greg Lamport**

“RESOLVED, THAT the agenda for the November 16, 2023 Board of Directors Meeting be approved as amended.”

Carried.

DISCLOSURE OF PECUNIARY INTEREST

None.

DISCLOSURE OF INTENTION TO RECORD

None.

ADOPTION OF MINUTES

MOTION #BD 107/23

**Moved by Jaden Hodgins
Seconded by Ray Chartrand**

“RESOLVED, THAT the minutes of the Board of Directors meeting held on October 19, 2023 be approved as circulated.”

Carried.

BUSINESS OUT OF THE MINUTES

2024 Fee Schedule and Pay Grid Approval

Brian Horner, General Manager/Secretary-Treasurer, advised that the changes to the Fee Schedule and pay grid increase of 2% was incorporated into preparing the proposed budget for 2024.

MOTION #BD 108/23

**Moved by Greg Lamport
Seconded by Dave Marsh**

“RESOLVED, THAT the 2024 Fee Schedule and Pay Grid be approved as presented.”

Carried.

PRESENTATION

Adam Skillen, of Skillen Investment Management, presented a semi-annual update on the investment income since spring 2023. Despite a challenging year, the ABCA portfolio behaved relatively well. While the portfolio has not increased greatly in value, the market has dropped by 5%. There has been very little deviation from the ABCA targets of 35% equities and 65% bonds, but they will continue to routinely move back toward these targets. Of note, they are pushing the GIC numbers higher within bonds, as they now realize a better rate of return. Jaden Hodgins asked if the ABCA had a policy to only invest in ethical or environmental companies. Currently, ABCA does not have such a policy, and Adam suggested that a policy could be developed with respect to what ABCA does not want to invest in, to provide greater flexibility for investing.

MOTION #BD 109/23

**Moved by Jaden Hodgins
Seconded by Ray Chartrand**

“RESOLVED, THAT the Board of Directors receive the presentation from Adam Skillen, Skillen Investment Management, and

“FURTHER, THAT staff investigate environmental and ethical investing options and bring back a report to the Board of Directors.”

Carried.

PROGRAM REPORTS**1. (a) Development Review**

Daniel King, 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 11 *Applications for Permission* and 8 *Minor Works Applications*. Staff explained that Coastal Assessments are accepted when completed by a qualified coastal engineer.

(b) Violations/Appeals Update

Geoff Cade, Water and Planning Manager, noted that staff are still waiting on court dates for ongoing violations.

MOTION #BD 110/23

**Moved by Greg Lamport
Seconded by Steve Herold**

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

Carried.

2. CA Act Update – 2023 Inventory of Programs and Services

Kate Monk, Projects Coordinator, presented an updated Inventory of Programs and Services that will be provided by the ABCA. Now that the process for entering into Category 3 Agreements is complete, the ABCA can update the inventory accordingly. There are four revisions listed in the accompanying report. No programs have been added to the inventory, and the ABCA will continue to provide various services through fee-for-service contracts. This inventory will be provided to municipalities and the province by the end of January 2024.

MOTION #BD 111/23

**Moved by Jaden Hodgins
Seconded by Greg Lamport**

“RESOLVED, THAT the Conservation Authorities Act – 2023 Inventory of Programs and Services report be received as presented, and that the Ausable Bayfield Conservation Authority approves the 2023 Inventory of Programs and Services.”

Carried.

3. Health and Safety Policies

Nathan Schoelner, Stewardship and Conservation Lands Manager who also acts as ABCA Health and Safety Officer, presented two policies to the Board of Directors. The first, *Naloxone in the Workplace*, is a policy that the ABCA Joint Health and Safety Committee as well as the Management

Team recommend the ABCA adopt. While the ABCA is not required to have naloxone kits in the workplace, staff believe it will be a good practice. Staff will be trained to use the kits in the event of an emergency. The second policy, regarding *Pandemic Flu*, provides a framework for response based upon the recent pandemic experience. This policy recognizes that such situations are dynamic and that Provincial health directives supersede an ABCA policy. It updates the existing *Pandemic Flu* policy adopted in 2009 and replaces the COVID-19 Vaccination Policy adopted in 2021.

MOTION #BD 112/23**Moved by Steve Herold****Seconded by Greg Lamport**

“RESOLVED, THAT the Health and Safety Policies report be received, and that the Ausable Bayfield Conservation Authority Board of Directors approve the *Naloxone in the Workplace* and *Pandemic Flu* policies appended to this report.”

Carried.**4. Risk Management Official Servicing Agreements**

Geoff Cade, Water and Planning Manager, presented the most recent Risk Management Official service agreements. Municipalities are required to implement the policies of the Ausable Bayfield and Maitland Valley Source Protection Plans under the Clean water Act, 2006. Since the Source Protection Plans approval in 2015, eight municipalities have delegated the ABCA to act as Risk Management Officials (RMOs) on their behalf. The proposed three-year agreement has been sent to municipalities for review and approval. Through the agreement the ABCA provides requested service to municipalities based on a user pay model.

MOTION #BD 113/23**Moved by Ray Chartrand****Seconded by Jaden Hodgins**

“RESOLVED, THAT the Ausable Bayfield Conservation Authority Board of Directors authorize the Chair and General Manager/Secretary-Treasurer to sign the Risk Management Official Servicing Agreement with interested municipalities.”

Carried.**5. Staff Delegation – O. Reg 147/06**

Geoff Cade reported that only delegated staff persons can approve applications under O. Reg 147/06 – regulation of development, interference with wetlands and watercourses and alterations to shorelines and watercourses. At present, authority has been granted to the General Manager/Secretary-Treasurer, Water & Planning Manager, Supervisor of Water & Planning, Planning & Regulations Coordinator, and Planning & Regulations Officer. Maintenance proposals under the Drainage Act also follow a Standard Compliance Requirement (SCR), and certain types of proposed drainage works also need to be signed off. To help facilitate quick turn around time for these maintenance proposals, ABCA staff recommend that signing authority be granted to the position of Water Resources Coordinator (Davin Heinbuck) specifically to sign SCR approvals.

MOTION #BD 114/23**Moved by Jaden Hodgins
Seconded by Greg Lamport**

“RESOLVED, THAT the report on Staff Delegation – O. Reg 147/06 be received as presented, and that the Water Resources Coordinator (Davin Heinbuck) be added to the list of ABCA staff positions that have delegated authority to approve Standard Compliance Requirement type Ontario Regulation 147/06 applications.

Carried.**6. Beach Water Quality Report**

Mari Veliz, Healthy Watersheds Manager, brought some information to the Board on beach water quality as requested. Healthy Watersheds staff have monitored beach water quality in partnership with the Bluewater Shoreline Residents Association since 2006, and their findings have been compiled in a report presented to the Board of Directors on May 18, 2023. While there are no clear trends at each beach, there were differences noted in water quality between beaches, as well as some differences in the ravines between Highway 21 and the outlet. Ongoing monitoring will be important to assess if progress made in achieving expected results, to identify “bottlenecks” in implementation, and to determine any unintended effects from the implementation of a practice.

MOTION #BD 115/23**Moved by Greg Lamport
Seconded by Dave Marsh**

“RESOLVED, THAT the Beach Water Quality report be received as presented for information.”

Carried.**7. Rock Glen Conservation Area Summary**

Mike Bax, Rock Glen CA Superintendent, provided an overview of the 2023 season at Rock Glen Conservation Area (RGCA). This is the ABCA’s only conservation area that is staffed during the summer season, and where there is a gate fee for entry. In general, two staff members are present from May until October, and a summer student is hired for July and August. Staff are responsible for operating the gate house, collecting entry fees and answering visitor questions and completing park maintenance. Of note in 2023, there were just under 35000 paid entries into RGCA, pavilions were booked for 21 events, and the Arkona Lions Museum located at RGCA had 2093 guest book entries from 46 different countries. Overall, it was a successful season at Rock Glen Conservation Area.

MOTION # BD 116/23**Moved by Ray Chartrand
Seconded by Dave Marsh**

“RESOLVED, THAT the report on the 2023 season at Rock Glen Conservation are be received for information.”

Carried.

COMMITTEE REPORTS

None.

CORRESPONDANCE

a) Reference: Letter of Resignation

File: P.1

Brief: A letter of resignation from Planning and Regulations Officer Meghan Tydd-Hrynyk, who has taken a position elsewhere. She thanked Brian and staff for the opportunity to grow at the ABCA.

NEW BUSINESS

None.

COMMITTEE OF THE WHOLE

MOTION #BD 117/23

**Moved by Jaden Hodgins
Seconded by Greg Lamport**

“RESOLVED, THAT the Board of Directors go into Committee of the Whole at 11:34 a.m. to discuss a personnel matter with Brian Horner and Abbie Gutteridge remaining in attendance.”

Carried.

MOTION #BD 118/23

**Moved by Ray Chartrand
Seconded by Jaden Hodgins**

“RESOLVED, THAT the Committee of the Whole rise and report at 11:49 a.m.”

Carried.

MOTION #BD 119/23

**Moved by Dave Marsh
Seconded by Steve Herold**

“RESOLVED, THAT the information on the personnel matter be received for information.”

Carried.

ADJOURNMENT

The meeting was adjourned at 11:50 a.m.

Marissa Vaughan
Chair

Abigail Gutteridge
Corporate Services Coordinator

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

DRAFT