



**NOTTAWASAGA VALLEY CONSERVATION AUTHORITY  
BOARD OF DIRECTORS MEETING 10/08  
Friday November 28, 2008  
MINUTES**

**Location: Tiffin Centre for Conservation – John L. Jose Environmental Learning Centre**

<b><u>PRESENT:</u></b>		
Chair:	Fred Nix	Town of Mono
Vice Chair:	Walter Benotto	Town of Shelburne
<b><u>Members:</u></b>		
	Rick Archdekin	Town of Wasaga Beach
	Mary Brett	Township of Adjala-Tosorontio
	Orville Brown	Township of Clearview
	Chris Carrier	Town of Collingwood
	Reg Cowan	Township of Springwater
	John Crawford	Township of Oro-Medonte
	Tom Elliott	Township of Springwater
	Richard Lloyd	City of Barrie
	Garry Matthews	Township of Melancthon
	Rick Milne	Town of New Tecumseth
	Gord Montgomery	Township of Mulmur (left at 9:55 a.m.)
	Cal Patterson	Town of Wasaga Beach
	Ron Simpson	Town of Bradford West Gwillimbury
	Joan Sutherland	Town of New Tecumseth
	Bill Van Berkel	Town of Innisfil
	Robert Walker	Township of Clearview
	Barry Ward	City of Barrie
	Percy Way	Township of Amaranth
<b><u>REGRETS:</u></b>		
	Sandy Agnew	Township of Oro-Medonte
	Terry Dowdall	Township of Essa
	Sonny Foley	Town of Collingwood
	Ron Henderson	Township of Essa
	John McKean	Town of the Blue Mountains
	Brian Mullin	Municipality of Grey Highlands

**GUESTS:**

Mel Coutanche    Township of Oro-Medonte

**STAFF PRESENT:**

CAO/Secretary-Treasurer	Wayne Wilson
Manager of Administration and Human Resources	Susan Richards
Manager of Finance	Susan Whitters
Communications/Public Relations Assistant	Kim Garraway
Director of Land & Water Stewardship Services	Byron Wesson
Manager of Stewardship Services	Fred Dobbs
Acting Director of Planning	Chris Hibberd
Director of Engineering	Glenn Switzer

**RECORDER:**

Executive Assistant

Laurie Barron

**1. CALL TO ORDER**

Chair Nix called the meeting to order at 9:30 a.m.  
Mel Coutanche, Councillor for Oro-Medonte was welcomed as a guest. The Chair noted that Councillor Coutanche could not participate in the Authority business, but he was most welcome as an observer.

**ANNOUNCEMENT**

Congratulations to Shannon Stephens, Healthy Waters Program Coordinator, a new Graduate of the Young Conservation Professionals Program. Shannon provided a brief overview of the program and the benefits she gained from attending.

**2. MOTION TO ADOPT AGENDA**

Addition to agenda:

**Item 9.3 Statement of Operations ending October 31/08**

**RES.#1** MOVED BY: Reg Cowan SECONDED BY: Bill Van Berkel

**RESOLVED THAT:** The Agenda for Board of Directors Meeting #10/08, dated 28 November, 2008, be adopted as amended.

**Carried;**

**3. PECUNIARY INTEREST DECLARATION**

None declared

**4. MINUTES**

**4.1 Minutes of the Board of Directors Meeting 09/08, dated 17 October, 2008.**

**RES.#2** MOVED BY: Reg Cowan SECONDED BY: Bill Van Berkel

**RESOLVED THAT:** The Minutes of the Board of Directors Meeting 09/08 dated 17 October, 2008 be approved.

**Carried;**

**4.2 Minutes of the Executive 11/08, dated 24 October, 2008.**

**RES.#3** MOVED BY: Bill Van Berkel SECONDED BY: Reg Cowan

**RESOLVED THAT:** The Minutes of the Executive Meeting 11/08, dated 24 October, 2008 be received.

**Carried;**

**5. BUSINESS ARISING FROM MINUTES**

None noted

**STAFF REPORTS**

**6. REPORT OF THE DIRECTOR OF PLANNING**

**6.1 Permits for Ratification**

**RES.#4** MOVED BY: Bill Van Berkel

SECONDED BY: Reg Cowan

**RESOLVED THAT:** The Permits/Approvals issued by staff for the period September 30, 2008 to November 16, 2008 be approved.

Carried;

*Gord Montgomery left the meeting (9:55 a.m.)*

**7. REPORT OF THE DIRECTOR OF ENGINEERING AND THE WATER RESOURCE TECHNOLOGIST**

**7.1 Dam Inventory – Information update**

**RES.#5** MOVED BY: Reg Cowan SECONDED BY: Bill Van Berkel

**RESOLVED THAT:** The Dam Inventory information update be received.

Carried;

**8. REPORT OF THE MANAGER OF ADMINISTRATION AND HUMAN RESOURCES AND THE COMMUNICATION/PR ASSISTANT**

**8.1 Communications Report – October 2008**

**RES.#6** MOVED BY: Rick Archdekin SECONDED BY: Cal Paterson

**RESOLVED THAT:** The Communications report for the months of October, 2008 be received.

Carried;

**9. REPORT OF THE CAO/SECRETARY TREASURER**

**9.1 2009 Board of Director and Executive Schedule of meetings.**

**RES.#7** MOVED BY: Cal Paterson SECONDED BY: Rick Archdekin

**RESOLVED THAT:** The 2009 Board of Director and Executive Schedule of meetings be received.

Carried;

**9.2 Nine Month (Sept.) Review – Statement of Operations**

**RES.#8** MOVED BY: Richard Lloyd SECONDED BY: Rick Archdekin

**RESOLVED THAT:** The nine month (Sept) Review – Statement of Operations be received.

Carried;

**9.3 Statement of Operations Summary for the Period ending October 31, 2008**

**RES.#9** MOVED BY: Richard Lloyd SECONDED BY: Rick Archdekin

**RESOLVED THAT:** The Statement of Operations Summary for the Period ending October 31, 2008 be received.

Carried;

10. REPORT OF THE DIRECTOR OF PLANNING

10.1 2009 Schedule of Planning Fees

**RES.10** MOVED BY: Richard Lloyd SECONDED BY: Rick Archdekin

**RESOLVED THAT:** The revised Policy To Charge Fees including the Draft 2009 Fee Schedule dated November 28, 2008 be approved and implemented effective November 29, 2008.

**Unanimously Carried;**

11. IN-CAMERA

**RES.#11** MOVED BY: Ron Simpson SECONDED BY: Richard Lloyd

**RESOLVED THAT:** This meeting of the Board of Directors No. 10-08 go "In-Camera" at 10:15 a.m. to address matters pertaining to labour relations or employee negotiations; and,

**THAT:** the following staff members be in attendance: Wayne Wilson, B.Sc., Chief Administrative Officer/Secretary-Treasurer and Susan Richards, Manager of Administration and Human Resources.

**Carried;**

*Susan Richards, Manager of Administration and Human Resources was asked to leave the In-Camera Session at 10:40 a.m.*

**RES.#12** MOVED BY: Joan Sutherland SECONDED BY: Reg Cowan

**RESOLVED THAT:** This meeting of the Board of Directors Committee No. 10-08 come out of "In-Camera" at 11:00 a.m.

**Carried;**

**RES.#13** MOVED BY: Bill Van Berkel SECONDED BY: Ron Simpson

**BE IT RESOLVED:** That the Board of Directors approves the Executive Committee's recommendation that the 2009 Salary Grid be increased by 1.5%; and

**THAT:** This increase be in addition to the annual averaged Ontario CPI increase as per the Salary Administration Policy & Procedure.

**Carried;**

**RES.#14** MOVED BY: Reg Cowan SECONDED BY: Bill Van Berkel

**BE IT RESOLVED:** That the Board of Directors approves the Executive Committee's recommendation that the current NVCA sick time policy be changed from 5 days per year, non-accumulative, to 6 days per year, non-accumulative; and

**FUTHERMORE:** That staff be allotted one (1) day personal leave per year.

**Carried;**

**RES.#15** MOVED BY: Richard Lloyd SECONDED BY: Reg Cowan  
**BE IT RESOLVED THAT:** The Board of Directors approves the 'one-time' performance reward process to be included in the NVCA Salary Administration Policy & Procedure.  
**Carried;**

**12. Draft 2009 Budget Presentation**

**RES.#16** MOVED BY: Tom Elliott SECONDED BY: Barry Ward  
**RESOLVED THAT:** The Board of Directors direct staff to establish a \$20,000 Corporate Contingency Fund to help address the high level of 2009 planning revenue uncertainties, and that the Stewardship program levy reduction of \$20,000 be utilized to establish the Corporate Contingency Fund; and,

**THAT:** Staff circulate the draft budget dated October 27<sup>th</sup>, with a 6.06% levy increase over 2008, to the 18 Watershed Municipalities for review, and

**THAT:** The 2009 NVCA budget vote be held at the February Board of Directors meeting, tentatively Feb. 13<sup>th</sup>.

**Carried;**

**RES.#17** MOVED BY: Tom Elliott SECONDED BY: Barry Ward  
**WHEREAS:** The preliminary Budget as circulated includes reserve activity in the amount of approximately \$148,370; therefore,

**BE IT RESOLVED:** The Board of Directors approval of the 2009 Budget will include the approval of the 2009 Reserve activity/utilization as described in the Board approved Budget.

**Carried;**

**13. NEW BUSINESS**  
**None noted**

**14. CORRESPONDENCE**

- (a) Invitation to NVCA Annual Christmas Party December 5/08
- (b) Friends of the Greenbelt Foundation dated Sept 24/08 re: Sept Publication "Ontario's wealth, Canada's future, Appreciating the Value of the Greenbelt's Eco-services.
- (c) Township of Amaranth dated October 31, 2008 re; SWP Proposed Terms of Reference.
- (d) 2007/2008 Environmental Commissioner of Ontario Annual Report Summary.

- (e) Ministry of Agriculture, Food and Rural Affairs/Ministry of the Environment dated Nov 3/08 re: Farmers to Help Protect Lake Simcoe
- (f) Thank you email from David Mills, Rotarian with the Rotary Club of Barrie re: Evening of Thanks for Conservation Champions hosted by the NVCA.

**RES.#18** MOVED BY: Robert Walker SECONDED BY: Orville Brown  
**RESOLVED THAT:** The correspondence not specifically dealt with be placed on file.  
**Carried;**

**STAFF PRESENTATION**

**Stewardship Update – Fred Dobbs, Manager of Stewardship Services**

The presentation was deferred to a future meeting due to time constraints.

**FUTURE MEETINGS**

**NVCA ANNUAL CHRISTMAS PARTY – December 5, 2008**

**BOARD OF DIRECTORS – December 12, 2008 (tentative - to be confirmed)**

**EXECUTIVE COMMITTEE – December 19, 2008**

**ADJOURN**

**RES.#19** MOVED BY: Orville Brown SECONDED BY: Robert Walker  
**RESOLVED THAT:** This meeting adjourn at 12:22 p.m. to meet again at the call of the Chair.

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Fred Nix, N.V.C.A. Chair

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Wayne R. Wilson, CAO/Secretary-Treasurer

Dated this 9<sup>th</sup> day of January , 2008