NOTTAWASAGA VALLEY CONSERVATION AUTHORITY
EXECUTIVE COMMITTEE MEETING NO. 03/09
Friday February 27, 2009
MINUTES
John Hix Conservation Administration Centre, Utopia, Ontario

PRESENT:

Chair	Walter Benotto	Town of Shelburne
Vice Chair	Joan Sutherland	Township of New Tecumseth
Members:	Rick Archdekin	Town of Wasaga Beach
	Mary Brett	Township of Adjala Tosorontio
	Tom Elliott	Township of Springwater
	Gord Montgomery	Township of Mulmur
	Fred Nix	Town of Mono

STAFF PRESENT:
Wayne Wilson, CAO/Secretary-Treasurer
Byron Wesson, Director of Land Operations and Stewardship Services

RECORDER: Laurie Barron, Executive Assistant

CALL TO ORDER

Chair Walter Benotto called the meeting to order at 9:00 a.m.

1. MOTION TO ADOPT AGENDA
Addition: Item #4. Business Arising From Minutes

RES #1 MOVED BY: Rick Archdekin SECONDED BY: Tom Elliott
RESOLVED THAT: The Agenda for Executive Committee 03/09, dated 27 February, 2009 be adopted as amended.

2. PECUNIARY INTEREST DECLARATION
None declared

3. MINUTES
3.1 Minutes of the Executive Meeting 02/09 dated 23 January, 2009
RES #2 MOVED BY: Tom Elliott SECONDED BY: Rick Archdekin
RESOLVED THAT: The Minutes of the Executive Meeting 02/09 dated 23 January, 2009 be approved.

Carried;

4. BUSINESS ARISING FROM MINUTES

Fred Nix inquired whether resolution #15 of the 02/09 Executive minutes would supersede resolution #12 of the 11/08 Executive minutes regarding the 1.5% catch up adjustment to the salary grid. Wayne Wilson advised that it would not supersede the 11/08 resolution and that the total salary grid adjustment will be 3.8%.

Fred Nix questioned the need for the 2009 Salary Grid adjustment being on the Executive Agenda. Wayne Wilson advised that the report was presented to the Executive to confirm the calculation.

STAFF REPORTS

4. REPORT OF THE DIRECTOR OF LAND OPERATIONS AND STEWARDSHIP SERVICES

4.1 Tiffin Centre Covered Boardwalk Project - Tender Opening

Two tenders were received; Good Wood General Contracting and DW Tuck. Mary Brett opened the Good Wood General Contracting tender and Rick Archdekin opened the DW Tuck tender. Byron Wesson, Director of Land Operations and Stewardship Services was directed to review the two tenders and come back to the Executive with a recommendation.

RES #3 MOVED BY: Tom Elliott SECONDED BY: Mary Brett
RESOLVED THAT: Good Wood General Contracting be awarded the Tiffin Centre Boardwalk Tender at a cost not to exceed $85,000.00 plus GST.

Carried;

4.2 Conservation Areas 2009 Workshop

RES #4 MOVED BY: Mary Brett SECONDED BY: Tom Elliott
RESOLVED THAT: Greg Bray, Supervisor, Lands and Operations be authorized to sit as Chair of the Conservation Areas Workshop as requested by the provincial organizing committee for the 2009 event.

Carried;

4.3 Equipment Reserve Request

RES #5 MOVED BY: Tom Elliott SECONDED BY: Mary Brett
WHEREAS: The Tiffin Centre has a high dependency on firewood for heating purposes; and,

WHEREAS: Staff have identified an unplanned need to replace the existing NVCA wood splitter; and,

WHEREAS: Staff have received prices from three watershed dealers; therefore,

BE IT RESOLVED: That NVCA purchase a Wallenstein Wood Splitter from Earth Power Tractors and Equipment, at a cost not to exceed $1,768.80 plus tax; and,

THAT: The NVCA Equipment Reserve be utilized to cover this cost.

Carried;

4.4 Minesing Wetlands Management Plan

RES #6 MOVED BY: Rick Archdekin SECONDED BY: Tom Elliott
WHEREAS: Staff have been working with the Nature Conservancy of Canada (NCC) to seek funding for the updating of the Minesing Wetland Management Plan; and,

WHEREAS: The Eastern Habitat Joint Venture has agreed to fund the plan including a request to undertake a Hydrogeological review of the Minesing Wetlands; therefore,

BE IT RESOLVED: That the NVCA Executive Committee supports the staff recommendation to work with the NCC to update the Minesing Wetland Management Plan; and,

THAT: The CAO/Secretary-Treasurer be authorized to enter into an agreement with the Nature Conservancy of Canada to undertake a $10,000 NCC funded Minesing Wetlands Hydrogeological Review.

Carried;

5. REPORT OF THE DIRECTOR OF ENGINEERING AND TECHNICAL SERVICES

5.1 Endorsement of the Ontario Ministry of Agriculture, Food, and Rural Affairs project entitled "Innisfil Creek area Nutrient Reduction Barriers and Benefits Study"

RES #7 MOVED BY: Mary Brett SECONDED BY: Tom Elliott

WHEREAS: NVCA staff, through the Ontario Ministry of Agriculture, Food and Rural Affairs, have secured funding from the Canadian Ontario Agreement to deliver a project focused on understanding barriers and benefits of nutrient management and nutrient reductions in the Innisfil Creek area; therefore,

BE IT RESOLVED: That the NVCA Executive authorize the CAO Secretary-Treasurer to enter into an agreement with OMAFRA to undertake a Nutrient Reduction Barriers and Benefits Study for the amount of $30,000; and

FURTHERMORE: That the NVCA Executive endorse the NVCA staff recommendation of sole sourcing the contract to the consultant project team at LURA for the completion of this project.

Carried;

5.2 Memorandum of Understanding Ontario Low Water Response Program

RES #8 MOVED BY: Tom Elliott SECONDED BY: Rick Archdekin

WHEREAS: The Ministry of Natural Resources will provide funding of $15,000 to conduct proactive work under the Ontario Low Water Response program to collect essential data to support activities at Level I, II and III Low Water conditions; therefore,

BE IT RESOLVED: That the CAO/Secretary Treasurer be authorized to enter into a Memorandum of Understanding with the Ministry of Natural Resources to carry out the work in support of the Ontario Low Water Response program subject to the following conditions:

- Data from the MOE, OMAFRA, and the Ag Canada must be made available in a timely manner in order to be included in the report.
- All costs required for purchasing external data required for this report will be an extra cost to the MNR on top of the funding allocation in the MOU
- Funding level and the scheduled completion dates will not permit a detailed survey of farm operations or PTTW holders to obtain detailed information on land use or water taking, readily available information will be used.

Carried;

6. REPORT OF THE MANAGER OF ADMINISTRATION AND HUMAN RESOURCES

6.1 Board Member and NVCA Staff ID Tags

RES #9 MOVED BY: Tom Elliott SECONDED BY: Joan Sutherland

RESOLVED THAT: The Executive Committee consider staff's report regarding the issuance of NVCA ID tags, and that staff be directed to implement the name tags for board members and staff; and

THAT: They be magnetic tags with double magnets

Carried;

7. REPORT OF THE CAO/SECRETARY TREASURER AND THE MANAGER OF FINANCE

7.1 Financial Activity Report Summary:

a) Accounts Receivable Summary, as at 31 January, 2009

RES #10 MOVED BY: Tom Elliott SECONDED BY: Rick Archdekin

RESOLVED THAT: The Accounts Receivable as at 31 January, 2009 in the amount of $661,477.96 including Planning items of $361,170.50 be received.

Carried;

In response to a question from Fred Nix regarding concerns with receivables, Wayne Wilson CAO/Secretary-Treasurer noted that Chris Hibberd, Director of Planning would review the planning receivables and will be available for questions at the next meeting of the Executive.

b) Summary of Disbursements month of January, 2009

RES #11 MOVED BY: Mary Brett SECONDED BY: Tom Elliott

RESOLVED THAT: Disbursements as at 31 January, 2009, in the sum of $313,598.51 including wages of $93,914.21 be approved as presented.

Carried;

RES#12 MOVED BY: Fred Nix SECONDED BY: Tom Elliott

WHEREAS: Given the uncertainties with the current economic conditions and the uncertainties in the forecast for planning revenues in 2009; therefore

BE IT RESOLVED: That staff immediately draw up a contingency plan freezing any projected short fall in planning out of the operating expenses from the approved 2009 budget; and,

THAT: The executive will "un-freeze" the amounts as and when it determines that planning revenues are on track.

Carried;

7.2 Charge Out Rate Schedule

RES #13 MOVED BY: Tom Elliott SECONDED BY: Fred Nix

RESOLVED THAT: The NVCA charge out rate be set annually based on 2 times the hourly job rate; and,

THAT: The factor be periodically reviewed to ensure cost recovery.

Carried;

7.3 Conservation Ontario 2009 Levy

RES #14 MOVED BY: Rick Archdekin SECONDED BY: Gord Montgomery

WHEREAS: The Conservation Ontario 2009 Levy invoice in the amount of $18,168.00 has been received; therefore

BE IT RESOLVED: The Executive approves payment of the first 50% of the invoice due on February 28, 2009 and the subsequent 50% due in June 2009.

Carried;

8. REPORT OF THE CAO/SECRETARY TREASURER

8.1 NVCA Board Member Reduction

RES #15 Moved by: Gord Montgomery Seconded by: Fred Nix

RESOLVED THAT: The NVCA Board of Directors consider reducing board members to one member per municipality eligible for multiple members, as per the *Conservation Authorities Act Section 2.(2)*; and,

THAT: The reduced member municipalities maintain a weighted vote, for a one year trial starting January, 2010; and

FURTHER THAT: This member reduction be revisited in September, 2010 for evaluation and a final member reduction recommendation for 2011.

WITHDRAWN

Further discussion ensued and the following resolution was brought forward.

RES #15(a) MOVED BY: Gord Montgomery SECONDED BY: Fred Nix

RESOLVED THAT: Staff seek the approval of the Board to consult with municipalities having 2 members on the advisability of going to a one member per municipality system.

Carried;

8.2 CAO/Secretary-Treasurer's Presentation to Ministry of Natural Resources Southern Region District Manager, Regional Director and Deputy Minister.

- Wayne Wilson, CAO/Secretary Treasurer will review opportunities to work collectively with MNR through a presentation on March 5/09 to the Southern MNR District Managers and Senior Staff.
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8.3 Township of Tiny request to form a working group to investigate contaminant loadings from the Nottawasaga River.

RES #16 MOVED BY: Fred Nix SECONDED BY: Gord Montgomery

WHEREAS: The NVCA has received correspondence dated January 29, 2009 from the Municipality of the Township of Tiny regarding a request to the Ministry of the Environment and Environment Canada "to bring together an appropriate working group with the ultimate goal of reducing the present unacceptable health risk on our beaches"; therefore,

BE IT RESOLVED: That NVCA staff be directed to actively participate on the Nottawasaga Tiny Beaches working group; and,

FURTHER THAT: Staff explore opportunities to enhance the Lower Nottawasaga River water quality improvement stewardship efforts through this initiative; and

FURTHER THAT: They request the MNR participate in this initiative.

Carried;

9. IN-CAMERA

RES #17 MOVED BY: Rick Archdekin SECONDED BY: Gord Montgomery

RESOLVED THAT: This meeting of the Executive Committee No. 03-09 go "In-Camera" at 10:24 a.m. to address matters pertaining to:

- personal matters about an identifiable individual, including Authority staff
- litigation or potential litigation, including matters before administrative tribunals, affecting the Authority; and,

THAT: The following staff be in attendance: Wayne R. Wilson, B.Sc., Chief Administrative Officer/Secretary-Treasurer, Byron Wesson, Director of Land Operations and Stewardship Services and Laurie Barron, Executive Assistant/Recorder

Carried;

Laurie Barron, Executive Assistant/Recorder was requested to leave the in-camera session at 10:55 a.m.

OUT OF IN-CAMERA

RES #18 MOVED BY: Gord Montgomery SECONDED BY: Rick Archdekin

RESOLVED THAT: This meeting of the Executive Committee No. 03-09 come out of "In-Camera" at 11:04 a.m.

Carried;

Laurie Barron, Executive Assistant/Recorder returned to the regular meeting at 11:05 a.m.

RES #19 MOVED BY: Tom Elliott SECONDED BY: Fred Nix

RESOLVED THAT: Dave Featherstone, Manager Watershed Monitoring Program, be paid out his 2008 vacation bank of 70 hours.

Carried;

RES #20 MOVED BY: Rick Archdekin SECONDED BY: Gord Montgomery

RESOLVED THAT: The NVCA support the application of Lyle Wood, GIS Technician, to participate in the Young Conservation Professional Career Development Program 2009; and

THAT: Any time spent at workshops be treated as regular working hours; and

THAT: The NVCA cover expenses for travel and meals while participating in the program; and

FURTHERMORE: That the cost of $1,200 to participate in the program be funded by Corporate Staff Education/Training.

Carried;

RES #21 MOVED BY: Tom Elliott SECONDED BY: Fred Nix
WHEREAS: The NVCA has received a request from the Municipality of Oro-Medonte to review the current budget format to address program duplication and program value for service; and,

WHEREAS: The Executive supports meeting to try to resolve this matter; and,

FURTHERMORE: On February 18/09 the NVCA received a notice of appeal to the NVCA 2009 Budget from the Municipality of Oro-Medonte; therefore,

BE IT RESOLVED: That the NVCA not enter into any budget review discussions with Oro-Medonte until the matter of the appeal to the NVCA Budget has been resolved, subject to further direction of the NVCA Executive.

Carried;

10. NEW BUSINESS
None noted.

11. CORRESPONDENCE

(a) Ministry of Natural Resources dated Jan 16/09 re: 2009/2010 Capital Program for CA Dam, Flood and Erosion Control Infrastructure Repairs and Studies (WECI).

(b) Request from the Township of Springwater Trails Development Committee dated Feb 6/09 for a representative from the NVCA to sit on the Committee.

RES #22 MOVED BY: Fred Nix SECONDED BY: Rick Archdekin
RESOLVED THAT: Correspondence not specifically dealt with be placed on file.

Carried;

FUTURE MEETINGS
BOARD OF DIRECTORS – March 13, 2009
EXECUTIVE COMMITTEE – March 27, 2009

ADJOURN
RES#23 MOVED BY: Rick Archdekin SECONDED BY: Fred Nix
RESOLVED THAT: This meeting adjourn at 11:29 a.m. to meet again at the call of the Chair.

Carried;

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Walter Benotto, Chair Wayne R. Wilson, CAO/Secretary-Treasurer

Dated this 27th day of March, 2009