



**NOTTAWASAGA VALLEY CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
AGENDA No. 05-18-BOD  
Date: August 24, 2018**

**Location: John L. Jose Learning Centre, Tiffin Conservation Area, Utopia, Ont.**

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**Present:**

Deputy Mayor Gail Ardiel, Chair	Blue Mountains (Town)
Councillor Keith White, Vice Chair	Essa (Township)
Councillor Bob Meadows	Adjala-Tosorontio (Township)
Councillor Gail Little	Amaranth (Township)
Councillor Ron Orr	Bradford West Gwillimbury (Town)
Councillor Connie Leishman	Clearview (Township)
Councillor Fred Nix	Mono (Town)
Councillor Keith Lowry	Mulmur (Township)
Councillor Phil Hall	Oro-Medonte (Township)
Deputy Mayor Nina Bifulchi	Wasaga Beach (Town)
Deputy Mayor Donna Jebb	New Tecumseth (Town)
Councillor Walter Benotto	Shelburne (Town)

**Regrets:**

Councillor Rose Romita	Barrie (City)
Councillor Deb Doherty	Collingwood (Town)
Councillor Doug Loughheed, Past Chair	Innisfil (Town)
Mayor Bill French	Springwater (Township)
Councillor Darren White	Melancthon (Township)
Councillor Terry Mokriy	Grey Highlands (Municipality)

**Staff:**

Doug Hevenor, Chief Administrative Officer; Byron Wesson, Director, Lands, Education and Stewardship Services; Chris Hibberd, Director, Watershed Management Services; Sheryl Flannagan, Director, Corporate Services; Haleigh Ferguson, Administrative Assistant; Lee Bull, Manager, Planning Services; Peter Alm, Water Resource Engineer; Mark Hartley, Senior Engineer.

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**CALL TO ORDER**

Chair Ardiel called the meeting to order at 9:05 a.m.

**1. DECLARATION OF PECUNIARY AND CONFLICT OF INTEREST.**

None declared.

**2. MOTION TO ADOPT AGENDA**

RES: 44-18

Moved By: C. Leishman

Seconded By: W. Benotto

**RESOLVED THAT:** the Agenda for Board of Directors Meeting #05-18-BOD dated August 24, 2018 be approved.

Carried.

**3. ANNOUNCEMENTS**

a) Staff & Board appreciation lunch following this meeting.

**4. PRESENTATIONS**

There are no presentations for this meeting.

**5. DEPUTATIONS**

There are no deputations for this meeting.

**6. HEARINGS**

There are no Hearings requested under Section 28 of the *Conservation Authorities Act* for this meeting.

**7. DETERMINATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

Board Members are requested to identify those items from the Consent List that they wish to have considered for separate discussion.

**8. CONSENT LIST**

**A) Adoption of Minutes**

A.1) Approval of Minutes of the Board of Directors Meeting 04-18-BOD held on June 22, 2018.

Approved by consent.

**RESOLVED THAT:** the Board of Directors approve the minutes of the 04-18-BOD Board meeting held on June 22, 2018.

**B) Correspondence**

No correspondence received.

**C) Staff Reports**

- C-1) Staff Report 19-05-18-BOD from the Director, Watershed Management Services regarding the New Lowell Dam Safety Review.

RES: 46-18

Moved by: C. Leishman

Seconded by: D. Jebb

RESOLVED THAT: the Board of Directors receive Staff Report No. 19-05-18-BOD regarding the New Lowell Dam Safety Review (2018) be received; and

FURTHER THAT: the Board approves staff use of \$5,500 of reserves for the project.

Carried.

- C-2) Staff Report No. 20-05-18-BOD from the Director, Corporate Services regarding the 2018 Second Quarter Budget Report.

RES 47-18

Moved by: P. Hall

Seconded by: G. Little

RESOLVED THAT: the Board of Directors receive Staff Report No. 20-05-18-BOD regarding the 2018 second quarter financials; and

FURTHER THAT: staff continue to monitor budget activities.

Carried.

- C-3) Staff Report No. 21-05-18-BOD from the Director, Corporate Services regarding Employee Handbook Updates.

Approved by consent.

RESOLVED THAT: the Board of Directors approve Staff Report No. 21-05-18-BOD regarding the employee handbook updates:

1. Drugs and Alcohol policy
2. Medical Marijuana policy
3. Job abandonment policy

- C.4) Staff Report No. 22-05-18-BOD from the Director, Corporate Services regarding the Draft Administration Regulations.

Approved by consent.

RESOLVED THAT: Staff Report No.22-05-18-BOD regarding the updated administrative regulations be approved; and

FURTHER THAT: the draft Administrative Regulations be approved and all previous versions be revoked.

- C.5) Staff Report No. 23-05-18-BOD from the Director, Corporate Services regarding 2019 Draft Budget Guidelines.

RES 48-18

Moved by: W. Benotto

Seconded by: B. Meadows

RESOLVED THAT: Staff Report No. 23-05-18-BOD regarding guidelines for the development of the 2019 NVCA draft budget be approved; and

FURTHER THAT: staff be directed to prepare a draft 2019 budget for consideration by the Board of Directors.

Carried.

- C.6) Staff Report No. 24-05-18-BOD from the Communications Coordinator regarding Communications Report – Apr 12 to Jun. 8, 2018

Approved by consent.

RESOLVED THAT: Staff Report No. 24-05-18-BOD regarding NVCA Communications – Jun. 14, 2018 to Aug. 8, 2018, be received.

**9. ADOPTION OF CONSENT LIST AND IDENTIFICATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

RES 45-18

Moved by: R. Orr

Seconded by: K. Lowry

RESOLVED THAT: agenda items number(s) C1, C2, and C5, having been identified as requiring separate discussion, be referred for discussion under Agenda Item #8; and

FURTHER THAT: all Consent List Agenda Items not referred for separate discussion be adopted as submitted to the board and staff be authorized to take all necessary action required to give effect to same; and

FURTHER THAT: any items in the consent list not referred for separate discussion, and for which conflict has been declared, are deemed not to have been voted on or discussed by the individual making the declaration.

**10. CLOSED SESSION**

RES 49-18

Moved by: R. Orr

Seconded by: P. Hall

RESOLVED THAT: this meeting of the Board of Directors No. 05-18-BOD move into closed session at 9:49 a.m. to address matters pertaining to:

- a) Litigation or potential litigation, including matters before administrative tribunals, affecting the Authority.
- Staff Report No. 25-05-18-BOD from the Manager, Planning Services regarding Adjala-Tosorontio zoning by-law amendment #18-40 (Pridham's Campground).

- Gilmor Case update – Superior Court of Justice decision regarding demolition of the house
- b) Labour relations or employee negotiations.
- Staffing update – verbal report.

Carried.

RES 50-18

Moved by: N. Bifulchi

Seconded by: B. Meadows

RESOLVED THAT: the Board of Directors rise from closed session at 11:09 a.m. and report progress.

RES 51-18

Moved by: K. Lowry

Seconded by: D. Jebb

RESOLVED THAT: the Board of Directors receive Staff Report No. 25-05-18-BOD regarding the referral of the Pridham's Campground Zoning By-law Amendment to the Local Planning Appeal Tribunal [LPAT]; and

FURTHER THAT: the Board approves staff's appeal of the Zoning By-law amendment to LPAT and directs staff to explore opportunities with the applicant to resolve the technical concerns.

Carried.

## **ADJOURN**

RES 52-18

Moved by: D. Jebb

Seconded by: G. Little

RESOLVED THAT: the Board of Directors adjourn at 11:11 am to meet again on October 26, 2018 or at the call of the Chair.

Carried.