



BOARD OF DIRECTORS' MEETING
NO. BOD-05-14 – Friday, April 25, 2014
120 Bayview Parkway, Newmarket, ON

MINUTES

LSRCA Board Members Present:

Regional Councillor D. Bath, Chair
Mayor G. Dawe, Vice-Chair
Regional Councillor J. Ballinger
Mr. E. Bull
Councillor D. Crake
Regional Councillor B. Drew
Councillor A. Eek
Councillor D. Evans
Councillor K. Ferdinands
Mayor V. Hackson
Councillor D. Kerwin
Councillor J. O'Donnell
Councillor S. Strangway
Councillor B. Ward
Regional Councillor D. Wheeler

LSRCA Staff Present:

D. G. Wood, Chief Administrative Officer
B. Kemp, General Manager, Conservation Lands
R. Jarrett, General Manager, Communications & Education
J. Lee, General Manager, Corporate & Financial Services
M. Walters, General Manager, Watershed Management
T. Barnett, Coordinator, BOD/CAO, Project & Services
R. Baldwin, Director, Planning & Development Services
B. Ballagh, Stewardship Technician
B. Booth, Manager, Planning, Regulations & Enforcement
P. Davies, Manager, Watershed Stewardship
A. Gynan, Stewardship Technician
K. Kennedy, Land Securement Officer
P. Martin, Forestry Program Assistant
L. McLean, Stewardship Technician
A. Pelan, Stewardship Technician

Regrets:

Councillor M. Baier
Councillor P. Craig
Councillor B. Haire
Mayor A. Orsi

Guests:

M. Jones, BDO Canada LLP
M. Love, McDowall Associates
J. Olah, Beard Winter LLP

I. DECLARATION OF PECUNIARY INTEREST

None noted for the record of this meeting.

II. APPROVAL OF THE AGENDA

Moved by: S. Strangway

Seconded by: V. Hackson

BOD-069-14

RESOLVED THAT the content of the Agenda for the April 25, 2014 meeting of the LSRCA Board of Directors be approved as amended to include one additional item under Item VIII, Closed Session, e) Staff Report 35-14-BOD regarding a confidential legal matter; and two items under Item XII, Other Business i) verbal update on the Pefferlaw Dam; and ii) LSRCA properties. CARRIED

III. ADOPTION OF THE MINUTES

a) Board of Directors – March 28, 2014

Moved by: J. Ballinger

Seconded by: D. Wheeler

BOD-070-14

RESOLVED THAT the minutes of the Board of Directors' Meeting No. BOD-04-14 held on Friday, March 28, 2014 be received and approved as printed and circulated.
CARRIED

IV. ANNOUNCEMENTS

a) South Simcoe Streams Network Certificate of Appreciation

General Manager, Conservation Lands, Brian Kemp, introduced members of LSRCA's Stewardship staff, who have been recognized by the South Simcoe Streams Network with a Certificate of Appreciation for their involvement in and coordination of numerous events and outreach activities over the years. At a recent South Simcoe Streams Network Volunteer Appreciation Evening, Stewardship Technician Andee Pelan attended and accepted the certificate on behalf of LSRCA.

b) Announcements regarding CAO Gayle Wood:

CAO Gayle Wood shared some exciting news regarding some recent appointments; namely, that she has accepted an invitation to return as a judge for the 2014 Thiess Annual Riverprize, and that she has accepted an invitation to Chair New Zealand's 1st Riverprize. Other exciting news that CAO Wood shared included her appointment to the International Joint Commission Water Quality Board, where she will attend her first meeting on April 30th; and her appointment endorsed by Minister Bradley as Chair of the Lake Simcoe Coordinating Committee. Chair Bath congratulated CAO Wood on all of these exciting announcements.

c) Conservation Ontario –Annual Report 2013

Chair Bath advised Board members that Conservation Ontario's Annual Report 2013 had been handed out to each member. CAO Gayle Wood noted that both Chair Bath and Vice Chair Dawe sit on Conservation Ontario Council, and at the recent Annual General Meeting, Chair Dick Hibma has been re-elected as Chair for 2014.

V. DEPUTATIONS

There were no deputations scheduled for this meeting.

VI. HEARINGS

There were no hearings scheduled for this meeting.

VII. PRESENTATIONS

a) 2013 LSRCA Audit Findings

General Manager, Corporate and Financial Services, Jocelyn Lee, recognized Finance Coordinator, Jaclyn Kane, for a wonderful job in managing this year's audit process. Ms. Lee noted a change in the final

results due to a change in accounting policy, Public Sector Accounting Board standard Section PS 3410 Government Transfers, whereby \$500,616 is now recognized as revenue for the 2013 fiscal year resulting in an increase in the surplus by the same amount. Previously the amount was recorded as Deferred Revenue. While the amount now appears as a surplus, it will be transferred to the Working Capital reserve and drawn as intended in 2014 from the reserve account rather than a deferred account. For LSRCA purposes the outcome doesn't change, it is only the process that changes for accounting purposes.

Ms. Lee introduced the Authority's auditor, Mr. Michael Jones of BDO Canada, who was in attendance to provide the Board with an overview of the 2013 LSRCA audit findings. Mr. Jones noted that it is the opinion of BDO Canada that the financial statements present fairly the financial position of LSRCA. Mr. Jones confirmed the new accounting standard and reclassification of funds which Ms. Lee spoke of.

Mr. Jones advised the Board that the audit did not uncover any required adjustments or any items requiring Board attention, and that the auditors experienced excellent cooperation from staff during their audit.

Board members congratulated Ms. Lee and staff on a job well done.

Regional Councillor Ballinger questioned whether some of the surplus amount was partly due to an increase in fines from violations. CAO Wood explained that fines from violations are payable to the Province and not LSRCA. CAO Wood also noted that Conservation Ontario has been advocating for many years to have these funds redirected back into the Lake Simcoe watershed. CAO Wood advised that staff would bring a Staff Report on this topic back to the May Board of Directors' meeting.

Moved by: V. Hackson

Seconded by: B. Drew

BOD-071-14 RESOLVED THAT presentation by Mr. Michael Jones of BDO Canada LLP regarding 2013 LSRCA Audit Findings be received for information. CARRIED

General Manager, Corporate & Financial Services, Jocelyn Lee, prepared Staff Report No. 23-14-BOD regarding 2013 Draft Financial Statements, which is included in the agenda.

Moved by: D. Wheeler

Seconded by: K. Ferdinands

BOD-072-14 RESOLVED THAT Staff Report No. 23-14-BOD entitled "2013 Draft Audited Financial Statements" be received and approved; and

FURTHER THAT the Appropriations to Reserve from operations and the new government transfer standard as outlined in Schedule 5 of the 2013 Draft Audited Financial Statements be approved; and

FURTHER THAT the pending 2013 Audited Financial Statements be distributed to the Ministry of Natural Resources and the Authority's banker. CARRIED

VIII. CLOSED SESSION

The Board moved to Closed Session to deal with confidential human resources, land and legal matters. Vice Chair Dawe and Mayor Hackson left the meeting at this time to attend to unrelated matters.

Moved by: G. Dawe

Seconded by: A. Eek

BOD-073-14 **RESOLVED THAT the Board move to Closed Session to deal with confidential human resources, land and legal matters; and**

FURTHER THAT the Chief Administrative Officer, the General Manager, Corporate and Financial Services, the Human Resources Manager, and the consultant from McDowall Associates remain in the meeting for the discussion on Item a); and

FURTHER THAT the Chief Administrative Officer, the members of the Executive Management Team, the Coordinator, BOD/CAO, the Manager, Planning, Regulations and Enforcement, and the Land Securement Officer remain in the meeting for the discussion on Items b) and c); and

FURTHER THAT, the Chief Administrative Officer, the General Manager, Watershed Development, the Director, Planning & Development Services, and legal counsel from Beard Winter remain in the meeting for the discussion on Item d); and

FURTHER THAT the Chief Administrative Officer, the members of the Executive Management Team, the Coordinator, BOD/CAO, and legal counsel from Beard Winter remain in the meeting for the discussion on Item e). CARRIED

The Board rose from Closed Session and reported findings. Vice Chair Dawe and Mayor Hackson returned to the meeting after the discussion on Item 8(a).

Moved by: B. Drew

Seconded by: K. Ferdinands

BOD-074-14 **RESOLVED THAT the Board rise from Closed Session and report findings. CARRIED**

a) Confidential Human Resources Matter

Moved by: J. Ballinger

Seconded by: D. Kerwin

BOD-075-14 **RESOLVED THAT the Confidential Presentation and Staff Report No. 24-14-BOD regarding a human resources matter be received; and**

FURTHER THAT the recommendations contained within the Confidential Presentation and Staff Report No. 24-14-BOD be approved. CARRIED

Vice Chair Dawe and Mayor Hackson refrained from voting given their absence.

d) Confidential Legal Matter

Moved by: B. Ward

Seconded by: S. Strangway

BOD-076-14 **RESOLVED THAT Confidential Staff Report No. 27-14-BOD regarding a legal matter be received; and**

FURTHER THAT Counsel act in accordance with Board direction. CARRIED

YEA

Regional Councillor Ballinger
Regional Councillor Bath
Mr. Eric Bull
Regional Councillor Drew
Councillor Evans
Councillor Ferdinands
Mayor Hackson
Councillor O'Donnell
Councillor Strangway
Councillor Ward

NAY

Councillor Crane
Councillor Eek
Councillor Kerwin

At this time, Board members requested a five minute break.

Moved by: B. Ward

Seconded by: J. Ballinger

BOD-077-14

RESOLVED THAT the Board rise for a five minute break; and

FURTHER THAT Item XI (8) regarding the 2014 Proposed Budget be considered immediately following the break. CARRIED

8. 2014 Proposed Budget

Moved by: G. Dawe

Seconded by: V. Hackson

BOD-078-14

RESOLVED THAT Staff Report No. 34-14-BOD regarding LSRCA's 2014 Proposed Budget be received; and

FURTHER THAT the 2014 budget estimates, with projected revenues in the amount of \$14,596,391, as presented in the 2014 budget book be approved; and

FURTHER THAT the net reserve appropriations in the amount of \$1,035,091 as outlined in the 2014 budget book be approved; and

FURTHER THAT copies of the approved budget be circulated to the Lake Simcoe Region Conservation Authority watershed member municipalities; and

FURTHER THAT each watershed member municipality be formally advised of their respective share of the general levy, special operating levy and special capital levy. CARRIED

The Authority's 2014 Budget was approved with a weighted recorded vote of 98.27% representing 100% of those in attendance at the meeting.

| Representative | Partner Municipality | YEA | NAY | CVA |
|---|--------------------------------------|-----|-----|---------|
| Councillor Maria Baier | Town of Innisfil | | | 5.61% |
| Regional Councillor Jack Ballinger | Durham Region (Uxbridge) | X | | 2.94% |
| Regional Councillor Debbie Bath, Chair | Durham Region (Brock) | X | | 2.94% |
| Mr. Eric Bull | City of Barrie | X | | 12.72% |
| Councillor Phil Craig | York Region (Georgina) | | | 7.14% |
| Councillor Del Crane | Town of Bradford-West Gwillimbury | X | | 5.81% |
| Mayor Geoffrey Dawe, Vice-Chair | York Region (Aurora) | X | | 7.14% |
| Regional Councillor Bobbie Drew | Durham Region (Scugog) | X | | 2.94% |
| Councillor Avia Eek | York Region (King) | X | | 7.14% |
| Councillor Dwight Evans | Township of Oro-Medonte | | X | 1.50% |
| Councillor Ken Ferdinands | York Region (Whitchurch-Stouffville) | X | | 7.14% |
| Mayor Virginia Hackson | York Region (East Gwillimbury) | X | | 7.14% |
| Councillor Bruce Haire | Town of New Tecumseth | | | 0.61% |
| Councillor Dave Kerwin | York Region (Newmarket) | X | | 7.14% |
| Councillor John O'Donnell | Township of Ramara | X | | 1.62% |
| Councillor Stephen Strangway | City of Kawartha Lakes | X | | 0.61% |
| Councillor Barry Ward | City of Barrie | X | | 12.72% |
| Deputy Mayor/Regional Councillor Danny Wheeler | York Region (at Large) | X | | 7.14% |
| | Total | | | 100.00% |

Moved by: J. O'Donnell Seconded by: D. Evans

BOD-079-14 **RESOLVED THAT the Board move to Closed Session to deal with the remaining Closed Session items. CARRIED**

Moved by: V. Hackson Seconded by: B. Drew

BOD-080-14 **RESOLVED THAT the Board rise from Closed Session and report findings. CARRIED**

b) Confidential Land Matter

Moved by: D. Kerwin Seconded by: D. Crane

BOD-081-14 **RESOLVED THAT Confidential Staff Report No. 25-14-BOD regarding a confidential land matter be received; and**

FURTHER THAT the recommendations contained within Confidential Staff Report No. 25-14-BOD be approved. CARRIED

c) Confidential Legal Matter

Moved by: J. Ballinger Seconded by: A. Eek

BOD-082-14 **RESOLVED THAT Confidential Staff Report No. 26-14-BOD regarding a legal matter be received; and**

FURTHER THAT the recommendations contained within Confidential Staff Report No. 26-14-BOD be approved. CARRIED

e) Confidential Legal Matter

Moved by: B. Ward

Seconded by: J. O'Donnell

BOD-083-14 **RESOLVED THAT Confidential Staff Report No. 35-14-BOD regarding a legal matter be received; and**

FURTHER THAT the recommendations contained within Confidential Staff Report No. 35-14-BOD be approved. CARRIED

IX. DETERMINATION OF ITEMS REQUIRING SEPARATE DISCUSSION

The Board identified Items 2 and 6 as items requiring separate discussion.

X. ADOPTION OF ITEMS NOT REQUIRING SEPARATE DISCUSSION

Moved by: E. Bull

Seconded by: G. Dawe

BOD-084-14 **RESOLVED THAT the following recommendations respecting the matters listed as "Items Not Requiring Separate Discussion" be adopted as submitted to the Board, and staff be authorized to take all necessary action required to give effect to same. CARRIED**

1. Correspondence

BOD-085-14 **RESOLVED THAT correspondence listed as item 1(a) be received for information. CARRIED**

3. Towards Performance Indicators for the Growth Plan for the Greater Golden Horseshoe, 2006

BOD-086-14 **RESOLVED THAT Staff Report No. 29-14-BOD regarding Towards Performance Indicators for the Growth Plan for the Greater Golden Horseshoe, 2006 be received for information; and**

FURTHER THAT staff provide input to the Ministry of Infrastructure in respect to the proposed performance indicators. CARRIED

4. Application submitted by Stephen Johnston for permission to install a septic system at 145 Moon Point Drive, Part Lot 16, Concession 3 in the Township of Oro-Medonte, County of Simcoe

BOD-087-14 **RESOLVED THAT Staff Report No. 30-14-BOD regarding an application made by Stephen Johnston for permission to install a septic system at this location be**

approved subject to the following conditions: (i) that the applicant submit a planting plan for the establishment of a vegetation protection zone with a minimum width of two (2) metres to be located along the banks of the watercourse and the boat basin, and (ii) that such minimum vegetation protection zone be planted with native, non-invasive shrubs to be approved by the LSRCA; and

FURTHER THAT Stephen Johnston be advised that the LSRCA will not support future proposals for the construction of an addition to the existing cottage due to the hazards that affect this site. CARRIED

5. **First Quarter Monitoring Report – Planning and Development Applications for the Period January 1 through March 31, 2014**

BOD-088-14 RESOLVED THAT Staff Report No. 31-14-BOD regarding First Quarter Monitoring of Planning and Development applications for the period January 1 through March 31, 2014 be received for information. CARRIED

7. **Purchasing Policy – Purchasing KiWIS Data Access Software**

BOD-089-14 RESOLVED THAT Staff Report No. 33-14-BOD be approved; and

FURTHER THAT the Authority purchase the Kisters KiWIS data access software to complement our existing Kisters data management software. CARRIED

XI. **CONSIDERATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

2. **Purchasing Policy - Contracting Emmons & Oliver Resources Inc. Stormwater Management Minimal Impact Design Guidelines**

In response to a question from Councillor O'Donnell on the proposed contract, General Manager, Watershed Management, Michael Walters advised that the contract is for work committed to in November 2013 as a result of the Authority's commitment to low impact development. Mr. Walters went on to note that comparisons have been done with other consultants and the hourly fee of Emmons & Oliver Resources is well within a reasonable range for similar consultants. The contract, which has been budgeted for, includes the creation of tools for municipalities for LID implementation, along with two training sessions. Mr. Walters explained that the benefits of this contract will be seen watershed-wide, and staff believes the dollar value is quite reasonable for the work being done.

Moved by: D. Kerwin

Seconded by: A. Eek

BOD-090-14 RESOLVED THAT Staff Report No. 28-14-BOD be approved; and

FURTHER THAT the Authority contract Emmons & Olivier Resources, Inc. to undertake the development of Stormwater Management Minimal Impact Design Guidelines for inclusion into the Authority Watershed Development Guidelines. CARRIED

6. Introduction of New Key Performance Indicators (KPI) for LSRCA Stewardship and Forestry Program Delivery

Councillor O'Donnell commented the importance of municipal councils, as well as the public knowing the phosphorus reduction numbers once projects are completed.

Moved by: J. O'Donnell

Seconded by: D. Evans

BOD-091-14 **RESOLVED THAT Staff Report No. 32-14-BOD regarding LSRCA Stewardship Key Performance Indicators (KPI) be received for information. CARRIED**

XII. OTHER BUSINESS

a) Update on the Pefferlaw Dam

Director, Planning and Development Services, Rob Baldwin, updated the Board regarding the Pefferlaw Dam in Georgina, noting that in 2007 the Board approved a protocol whereby water levels in the reservoir upstream of the dam are raised to summer levels by the first week of May each year. Mr. Baldwin explained that meeting this timeframe in 2014 would be difficult and dangerous and could result in flood damage to the dam as well as upstream due to current high flows. Accordingly, staff recommended that for 2014, these water levels be raised to summer levels by the first week in June.

Board members concurred with this request from staff.

General Manager, Conservation Lands, Brian Kemp, noted that Beaver River had a section of high water that caused some flooding of local properties. LSRCA staff met with Town staff and some emergency work has brought conditions under control.

Moved by: D. Wheeler

Seconded by: S. Strangway

BOD-092-14 **RESOLVED THAT the verbal update regarding the Pefferlaw Dam be received for information. CARRIED**

b) LSRCA Properties

At the request of Chair Bath, General Manager, Conservation Lands, Brian Kemp provided Board members with a list of properties owned and/or managed by LSRCA. The list included details of the few properties LSRCA has rented.

Moved by: J. O'Donnell

Seconded by: D. Evans

BOD-093-14 **RESOLVED THAT the verbal update regarding LSRCA properties be received for information. CARRIED**

c) Regional Councillor Bobbie Drew passed around a card of thanks for the gift Board members had recently presented her with in recognition of her years of dedication serving as Vice Chair.

- d) Chair Bath reminded Board members that all requests for information from Board members are to go through CAO Wood, who will redirect inquiries to the appropriate staff member as required.

XIII. ADJOURNMENT

The meeting was adjourned at 12:50 p.m. on a motion by Councillor O'Donnell.



Deputy Mayor/Regional Councillor Debbie Bath
Chair



D. Gayle Wood
Chief Administrative Officer