Lake Simcoe Region conservation authority

BOARD OF DIRECTORS' MEETING

NO. BOD-02-15 – Friday, February 27, 2015

120 Bayview Parkway, Newmarket, ON

MINUTES

LSRCA Board Members Present:

Mayor G. Dawe, Chair
Regional Councillor/Deputy Mayor B. Drew, Vice Chair
D. Bath
J. Dolan
Councillor A. Eek
Councillor K. Ferdinands
Councillor P. Ferragine
Mayor V. Hackson
Councillor S. Harrison-McIntyre
Councillor D. Kerwin
Councillor S. Macpherson
Councillor P. Molloy
Deputy Mayor J. O'Donnell
Mayor M. Quirk
Councillor R. Simpson
Councillor S. Strangway
Deputy Mayor/Regional Councillor D. Wheeler

LSRCA Staff Present:

M. Walters, Chief Administrative Officer
R. Baldwin, GM, Planning & Development
R. Jarrett, GM, Communications & Education
B. Kemp, GM, Conservation Lands
J. Lee, GM, Corporate & Financial Services
B. Longstaff, GM, Integrated Watershed Management
L. Aspen, Hydrologist
T. Barnett, Coordinator, BOD/CAO, Project & Services
B. Booth, Manager, Planning, Regulations & Enforcement
D. Campbell, GIS Coordinator
J. Dawson, Environmental Regulations Analyst
S. Jagminas, Communications Specialist
D. Lembcke, Manager, Environmental Science and Monitoring
M. Rosato, Communications Specialist
K. Yemm, Manager, Corporate Communications

Regrets:

Councillor P. Silveira
Councillor S. Valiquette-Thompson

I. DECLARATION OF PECUNIARY INTEREST

None noted for the record of this meeting.

II. APPROVAL OF THE AGENDA

Moved by: S. Strangway Seconded by: M. Quirk

BOD-018-15 **RESOLVED THAT the content of the Agenda for the February 27, 2015 meeting of the LSRCA Board of Directors as amended to include Staff Report No. 12-15-BOD under Item XII, Other Business, be approved.** CARRIED

III. ADOPTION OF THE MINUTES

64th Annual General Meeting – January 23, 2015

Moved by: V. Hackson Seconded by: D. Wheeler

BOD-019-15 **RESOLVED THAT the minutes of the Board of Directors' Meeting No. BOD-01-15 held on Friday, January 23, 2015 be approved as printed and circulated.** CARRIED

IV. ANNOUNCEMENTS

There were no announcements for this meeting.

V. DEPUTATIONS

There were no deputations for this meeting.

VI. HEARINGS

There were no hearings at this meeting.

VII. PRESENTATIONS

a) Scanlon Creek Conservation Area Management Plan

General Manager, Conservation Lands, Brian Kemp, provided the Board with a presentation regarding the Scanlon Creek Conservation Area Management Plan, first giving credit to Land Management Technician, Kate Lillie, who has been working on the Management Plan and had prepared the presentation, but due to unforeseen circumstances was unable to attend the meeting.

GM Kemp noted that the 300 hectares just north of Bradford that comprise Scanlon Creek Conservation Area is a mixture of forest, meadow, wetland and creek. Buildings situated on the property include the original farmhouse, the nature centre, the operations centre for stewardship, forestry and education staff, as well as a workshop, garage and storage facilities. This conservation area has over 10 km of trails, picnic pavilions, accessible washrooms, a play garden, and an off-leash dog park.

GM Kemp explained that the purpose of the management plan is to, amongst other things, measure success, set long- and short-term goals, identify, prioritize and address issues, and ensure consistency with LSRCA's strategic plan. Steps taken to update the management plan included a public survey, which revealed visitors seek the natural setting and biodiversity of the conservation area. The survey revealed concerns regarding user fees, improved amenities, communication, accessibility, ecosystem management, off-leash dogs and public engagement.

GM Kemp also outlined the budget projections for the next five years, as well as potential revenue sources, and sought the Board of Directors' approval of the Management Plan, as well as continuing to pursue funding to implement the recommendations.

Moved by: J. O'Donnell Seconded by: S. Macpherson

BOD-020-15 **RESOLVED THAT the presentation by General Manager, Conservation Lands, Brian Kemp, regarding the Scanlon Creek Conservation Area Management Plan be received and referred to Staff Report No. 04-15-BOD.** CARRIED

Staff Report No. 04-15-BOD Land Management Technician, Kate Lillie, regarding the Scanlon Creek Conservation Area Management Plan was included in the agenda.

Moved by: D. Kerwin Seconded by: A. Eek

BOD-021-15 **RESOLVED THAT Staff Report No. 04-15-BOD regarding the Scanlon Creek Conservation Area Management Plan be received; and**

FURTHER THAT the Management Plan and associated Business Plan be approved; and

FURTHER THAT Conservation Authority staff continue to pursue funding and in-kind support to implement the recommendations of the Management Plan. CARRIED

b) Sustainable Workplace Initiatives – Thinking, Choices, Habits (SWITCH)

CAO Walters introduced David Lembcke, Manager, Environmental Science and Monitoring, and Co-Chairperson for LSRCA's SWITCH team, and commended staff for taking on this initiative, voluntarily and with limited budget.

Mr. Lembcke provided the Board of Directors with an overview of SWITCH, staff's most recent in-house initiative. Mr. Lembcke explained that the committee, made up of representatives from all LSRCA departments, has come together to improve and enhance environmental sustainability. Involving all staff, the committee's focus currently has four themes: water & land, waste, transport and energy. Initiatives include: print reduction, turning off lights, more efficient paper towel system, adding an electric vehicle to the fleet, as well as participating in Smart Commute (an effort that Aquatic Ecologist, Rob Wilson has been coordinating for a number of years). Mr. Lembcke noted that the committee is also looking into low impact development (LID) options for LSRCA's administrative offices parking lot. Members of LSRCA's SWITCH committee who were in attendance were introduced to Board members.

In response to a question from Councillor Eek regarding LID and RainScaping, Mr. Lembcke advised that landowners may be entitled to funding and technical assistance to complete LID projects through LSRCA's RainScaping Program. Interested landowners may contact LSRCA's Stewardship staff to discuss options: LSRCA Stewardship Technician.

Mayor Hackson thanked Mr. Lembcke for his presentation and encouraged to Board members to lead by example and go paperless with Board agendas.

Moved by: A. Eek Seconded by: S. Harrison-McIntyre

BOD-022-15 **RESOLVED THAT the presentation by Manager, Environmental Science and Monitoring and Co-Chairperson for LSRCA's SWITCH team, David Lembcke, regarding SWITCH be received for information.** CARRIED

VIII. DETERMINATION OF ITEMS REQUIRING SEPARATE DISCUSSION

The Board identified Items 1, 2, and 4 as items requiring separate discussion.

Councillor Simpson asked for clarification on the process. Chair Dawe explained that at this time Board members signify any open items they wish to discuss, and the remaining items are received and approved as presented. The pulled items are then dealt with individually. Upon completion of this exercise, the Board goes into closed session to discuss the items listed as such.

IX. ADOPTION OF ITEMS NOT REQUIRING SEPARATE DISCUSSION

Moved by: V. Hackson Seconded by: S. Strangway

BOD-023-15 **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

3. 2014 Freedom of Information Annual Statistics Report

BOD-024-15 **RESOLVED THAT Staff Report No. 06-15-BOD regarding the *Municipal Freedom of Information and Protection of Privacy Act* – 2014 Annual Statistical Report be received for information.** CARRIED

5. Approval of the 2015 Occupational Health and Safety Policy and the Workplace Violence and Harassment Policies for Lake Simcoe Region Conservation Authority

BOD-025-15 **RESOLVED THAT Staff Report No. 08-15-BOD regarding LSRCA's 2015 Occupational Health and Safety Policy and Workplace Violence and Harassment Policies be received; and**

FURTHER THAT these policies be approved and adopted in order to meet legislative requirements under the *Occupational Health and Safety Act*. CARRIED

X. CONSIDERATION OF ITEMS REQUIRING SEPARATE DISCUSSION

1. Correspondence

Councillor Eek, noting the approval of the South Georgian Bay-Lake Simcoe Source Protection Plan, asked if Board members should attend the upcoming Drinking Water Source Protection workshops scheduled in East Gwillimbury and Orillia. CAO Walters noted that the sessions will be very informative and would be good for new Board members in particular to attend.

Moved by: A. Eek Seconded by: J. O'Donnell

BOD-026-15 **RESOLVED THAT correspondence listed as Item 1 be received for information.** CARRIED

2. Revised Watershed Development Guidelines

In response to Deputy Mayor O'Donnell request for an update on the Watershed Development Guidelines review process, General Manager, Planning & Regulations, Rob Baldwin explained that at the March 2015

Board of Directors' meeting, a presentation highlighting significant changes in the Watershed Development Guidelines will be brought forward. Following the meeting will be a Special Board of Directors' meeting to allow individuals or groups wishing to make a deputation on the draft Watershed Development Guidelines an opportunity to do so. GM Baldwin went on to explain that a final draft for the Board of Directors' consideration will be brought forward at the April 2015 Board of Directors' meeting.

GM Baldwin further noted that the deadline for the submission of comments regarding the Watershed Development Guidelines is February 27, 2015.

Moved by: J. O'Donnell Seconded by: A. Eek

BOD-027-15 **RESOLVED THAT Staff Report No. 05-15-BOD regarding the Revised Watershed Development Policies be received for information.** CARRIED

4. <u>Year-End Monitoring Report – Planning and Development Applications</u>

In response to Deputy Mayor O'Donnell's question regarding the Watershed Development Guidelines' review, GM Baldwin advised no changes are being recommended for minor or regular permits.

Moved by: J. O'Donnell Seconded by: B. Drew

BOD-028-15 **RESOLVED THAT Staff Report No. 07-15-BOD regarding the year-end monitoring of planning and development applications for the period January 1 through December 31, 2014 be received for information.** CARRIED

XI. CLOSED SESSION

The Board moved to Closed Session to deal with confidential legal and human resources matters.

Moved by: S. Macpherson Seconded by: D. Wheeler

BOD-029-15 **RESOLVED THAT the Board move to Closed Session to deal with confidential legal and human resources matters; and**

FURTHER THAT the Chief Administrative Officer, the Members of the Executive Management Team, the Manager, Planning, Regulations & Enforcement, and the Coordinator BOD/CAO remain in the meeting for the discussion. CARRIED

Moved by: B. Drew Seconded by: J. O'Donnell

BOD-030-15 **RESOLVED THAT the Board rise from Closed Session and report findings.** CARRIED

a) <u>Confidential Legal Matter</u>

Moved by: B. Drew Seconded by: J. O'Donnell

BOD-031-15 **RESOLVED THAT Confidential Staff Report No. 09-15-BOD regarding a legal matter be received; and**

FURTHER THAT the recommendations contained within Confidential Staff Report No. 09-15-BOD be approved. CARRIED

b) Confidential Legal Matter

Moved by: K. Ferdinands Seconded by: D. Kerwin

BOD-032-15 **RESOLVED THAT Confidential Staff Report No. 10-15-BOD regarding a legal matter be received; and**

FURTHER THAT the recommendations contained within Confidential Staff Report No. 10-15-BOD be approved. CARRIED

c) Confidential Human Resources Matter

Moved by: M. Quirk Seconded by: P. Molloy

BOD-033-15 **RESOLVED THAT Confidential Staff Report No. 11-15-BOD regarding a human resources matter be received; and**

FURTHER THAT the recommendations contained within Confidential Staff Report No. 11-15-BOD be approved. CARRIED

XII. OTHER BUSINESS

General Manager, Integrated Watershed Management, Ben Longstaff, explained that as a requirement of the Lake Simcoe Protection Plan (LSPP), staff has been working on the development of in-stream flow targets for specific watercourses throughout the watershed. The development of an environmental flow (E-flow) framework for Lake Simcoe tributaries would meet the three main objectives of LSPP Policy 5.1-SA. Accordingly, there is a need for a consultant to undertake the Modelling of Environmental Flow Targets for the Lovers Creek Subwatershed. GM Longstaff was seeking the Board's approval to proceed given the purchase order amount is higher than staff's approval limit.

Councillor Simpson questioned the additional ask of approximately $11,000 for an analysis entitled Climate Change Assessment, as it related to the term "climate change". GM Longstaff explained that staff is working closely with the Ministry of Environment and Climate Change on a number of studies regarding the impact of extreme weather resulting in either too much precipitation resulting in high flows and flooding versus too little precipitation causing low flows and droughts. These extreme weather events have dramatic impacts on the flow regime in rivers and creeks throughout the watershed and increase the difficulty of the development of environmental flows targets. Councillor Eek supported the assessment, noting that it is suspected that extreme weather events will continue to have a growing impact especially in relation to agriculture.

Moved by: S. Macpherson Seconded by: S. Harrison-McIntyre

BOD-034-15 **RESOLVED THAT Staff Report No. 12-15-BOD regarding the Purchase Order for retaining Matrix Solutions Inc. to undertake the Modelling of Lovers Creek Environmental Flow Targets be approved; and**

FURTHER THAT a Professional Services Agreement with Matrix Solutions Inc. as required by LSRCA's Purchasing Policy be executed. CARRIED

XIII. ADJOURNMENT

Moved by: D. Kerwin Seconded by: M. Quirk

BOD-035-15 **RESOLVED THAT the meeting be adjourned @ 11:00 a.m.** CARRIED

Mayor Geoffrey Dawe
Chair

Michael Walters
Chief Administrative Officer