



## Saugeen Valley Conservation Authority

### Minutes – Board of Directors Meeting

Date: Thursday September 19, 2024, 1:00 p.m.  
Location: Formosa Administrative Office  
Chair: Barbara Dobreen  
Members present: Paul Allen, Larry Allison, Kevin Eccles, Bud Halpin, Tom Hutchinson (remote), Steve McCabe (remote), Dave Myette, Mike Niesen, Sue Paterson, Moiken Penner, Jennifer Prenger, Bill Stewart, Peter Whitten  
Members absent: Greg McLean  
Staff present: Matt Armstrong, Erik Downing, Janice Hagan, Donna Lacey  
Chair Dobreen called the meeting to order at 1:12 p.m.

#### **1. Land Acknowledgement – read by Member Sue Paterson**

*We begin our meeting today by respectfully acknowledging the Anishinaabeg Nation, the Haudenosaunee, the Neutral, and the Petun peoples as the traditional keepers of this land. We are committed to moving forward in the spirit of reconciliation with First Nations, Métis, and Inuit peoples.*

#### **2. Adoption of Agenda**

It was noted that the Closed Session would not be required and should be struck from the agenda.

#### **Motion #G24-102**

Moved by Mike Niesen

Seconded by Dave Myette

THAT the agenda for the Saugeen Valley Conservation Authority meeting, September 19, 2024, be adopted as amended.

**Carried**

#### **3. Declaration of Pecuniary Interest**

There were no declarations of pecuniary interest relative to any item on the agenda.

#### **4. Adoption of Minutes**

##### **4.1 Authority meeting – July 18, 2024**

#### **Motion #G24-103**

Moved by Sue Paterson

Seconded by Tom Hutchinson

THAT the minutes of the Saugeen Valley Conservation Authority meeting, July 18, 2024, be adopted as presented.

**Carried**

**5. Matters Arising from the Minutes – none at this time**

**6. New Business**

**Corporate Services**

**6.1 GM-2024-11: SVCA Operational Plan**

The General Manager/Secretary-Treasurer (GM/S-T) thanked the Board for his appointment and, as the newly appointed permanent GM/S-T, reiterated his commitment to advancing the Authority's mission, including performing all necessary tasks to achieve its objectives.

**6.2 GM-2024-12: Program Report**

There was no discussion.

**6.3 Correspondence**

There was no submitted correspondence.

**6.4 COR-2024-15: Confidentiality Policy**

The Confidentiality Policy was presented to the Board, and the members requested its scope be extended to include the Board of Directors. This addition aims to ensure comprehensive coverage and adherence to confidentiality standards across all levels of the organization.

**Motion #G24-104**

Moved by Tom Hutchinson

Seconded by Peter Whitten

THAT the Board of Directors approves the Confidentiality policy as presented.

**Amendment: #G24-105**

Moved by Bud Halpin

Seconded by Tom Hutchinson

That Motion G24-104 be amended to include "Board Members in scope" in the second clause.

**Carried**

**Motion #G24-104 (amended)**

Moved by Tom Hutchinson

Seconded by Peter Whitten

THAT the Board of Directors approves the Confidentiality policy as amended to include Board members in scope.

**Carried**

**6.5 COR-2024-16: Artificial Intelligence (AI) Policy**

The AI Policy is crucial as it underscores SVCA's dedication to the responsible and secure implementation of emerging technologies in the workplace. It emphasizes the organization's commitment to safeguarding sensitive data and ensuring the effective use of AI tools. After discussion, the following motion carried:

**Motion #G24-106**

Moved by Sue Paterson

Seconded by Bud Halpin

THAT the Board of Directors approves the Artificial Intelligence policy as presented.

**Carried**

**6.6 COR-2024-17: Fundraising Strategy**

As environmental and financial challenges grow, SVCA sees the need for a sustainable fundraising plan to support its conservation work. This plan will align with SVCA's goals, making sure fundraising efforts stay flexible and can support the organization's projects in any economic situation.

**Motion #G24-107**

Moved by Tom Hutchinson

Seconded by Larry Allison

THAT the Board of Directors approves the proposed Fundraising Strategy as presented.

**Carried**

**6.7 COR-2024-18: Pay Policy**

The Pay Policy is vital as it demonstrates SVCA's dedication to ensuring all staff members are recognized fairly and equitably in terms of salary, both within the organization and in comparison, to similar workplaces like municipalities and other conservation authorities. The Members instructed staff to re-examine the policy, eliminate any redundancies, and present the revised policy to the Board at the October meeting.

**Motion #G24-108**

Moved by Dave Myette

Seconded by Tom Hutchinson

THAT the Saugeen Valley Conservation Authority approve the proposed Pay Policy as presented.

**Motion #G24-109**

Moved by Tom Hutchinson

Seconded by Jennifer Prenger

THAT Motion G24-107 be deferred, and further

THAT staff bring the Pay Policy back to the October Authority meeting.

**Carried**

**6.8 COR-2024-19: SVCA Annual Report**

SVCA consistently produced annual reports to inform the Board and the public about its yearly activities until 2019; however, no reports have been issued since then. The Directors congratulated staff for completing the 2023 report but requested updates to the financials in the Corporate Services section and revisions of the acronyms to enhance clarity for the public and other stakeholders.

**Motion #G24-110**

Moved by Paul Allen

Seconded by Larry Allison

THAT the Saugeen Valley Conservation Authority endorses the 2023 Annual Report as presented.

**Motion #G24-111**

Moved by Dave Myette

Seconded by Tom Hutchinson

THAT Motion G24-110 be deferred, and further

THAT the 2023 Annual Report be referred back to staff to be amended as discussed in the meeting and brought back to a future Authority meeting for approval.

**Carried**

**Environmental Planning and Regulations**

**6.9 EPR-2024-18: Permits Issued for Endorsement**

There was no discussion.

**Motion #G24-112**

Moved by Steve McCabe

Seconded by Moiken Penner

THAT Development, Interference with Wetlands and Alterations to Shorelines and Watercourse applications and Prohibited Activities, Exemptions and Permits applications #24-130, 24-152 to 24-196, and 24-198 to 24-208, as approved by staff, be endorsed.

**Carried**

**Forestry and Lands**

**6.10 LAN-2024-05: Land Acquisition Policy**

Staff introduced the new policy to guide decisions on land acquisition and disposition, emphasizing that the final decision will always rest with the discretion and approval of the Board of Directors. The Members instructed staff to amend the wording in Step 9, Decision of the Board, by removing “to proceed with” from the sentence “...instructing the Manager of Forestry and Lands to further assess the property and to proceed with acquisition.” and replace it with “for”.

**Motion #G24-112**

Moved by Tom Hutchinson

Seconded by Moiken Penner

THAT Saugeen Valley Conservation Authority approve the proposed Land Acquisition Policy as amended.

**Carried**

**7. Closed Session – to discuss a litigation matter and personal matters about identifiable individuals**

The Closed Session was not required and was struck from the agenda.

**8. Adjournment**

For the Good of the Committee: Sue Paterson gave a shout out to Jody Duncan and Matt Armstrong for their excellent Flood Forecasting and Warning presentation at the Hanover Emergency Training Session, September 18, 2024.

There being no further business, the meeting adjourned at 2:24 p.m. on the motion of Tom Hutchinson and Peter Whitten.

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Barbara Dobreen  
Chair

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Janice Hagan  
Recording Secretary