



Essex Region Conservation Authority Board of Directors Annual General Meeting Agenda

Thursday, January 18, 2018

6:00 PM

Essex County Civic Centre

	Pages
1. Chair's Welcome	
2. Declarations of Pecuniary Interest	
3. Approval of Agenda	1-4
THAT the Agenda for the Thursday, January 18, 2018 Meeting of the Board of Directors be approved.	
4. Adoption of Minutes	
(a) ERCA Board of Directors	5-15
THAT the Minutes of the Thursday, December 14, 2017 Meeting of the Board of Directors and the recommendations therein be approved as distributed.	
5. Presentation	
The Dennis Chase Smile Walk Cheque Presentation to the Essex Region Conservation Authority and Foundation.	
6. Actions	
(a) Election of Chair	
Elections were conducted in 2017; according to the <i>Essex Region Conservation Authority – Members' Handbook, Section 4.24</i> . <i>"The election of Chair and Vice Chair positions will alternate between City and non-City municipalities for two-year terms. This practice is dependent on the continuity of municipal elections and appointments to ERCA Board of Directors."</i>	
Based on this ERCA practice, Councillor Fryer (Amherstburg) will continue as Chair of ERCA for 2018 and Councillor Kusmierczyk (Windsor) will continue as Vice Chair of ERCA for 2018.	

(b) 2018 ERCA Committee Membership

The new Conservation Authorities Act includes discussion regarding committee structures, involvements. Pending outcomes of discussions related to committees, it is recommended:

THAT the 2018 Committee memberships remain status quo until new Committee Structures and Terms of References are presented and approved.

(c) Appointment of ERCA Auditor, Financial Institutions, Solicitor and Insurance Company for 2018

(i) Auditor

THAT the firm of Hicks, MacPherson, latonna and Driedger LLP be appointed as the Authority's Auditor for 2018.

(ii) Banker

THAT the Canadian Imperial Bank of Commerce and the Windsor Family Credit Union be appointed as the ERCA financial institutions and utilized for banking, including borrowing and short-term investments, for 2018.

(iii) Solicitors

THAT the firms of Shibley Righton, LLP, and M. Gordner Law Professional Corporation be appointed the ERCA Solicitors for 2018.

(iv) Insurance Company

THAT ERCA continues to participate in the Conservation Ontario Group Insurance program for its insurance coverage for 2018.

(d) Approval for ERCA Borrowing Resolution for 2018

The Authority receives its funding through grants, levies, and revenues generated from fees. Municipal General Levies are received quarterly and as billed for special (direct benefiting) projects. MNR grants and other provincial and federal grants for specific program areas may not be received until completion of projects and program reports.

From time to time, the Authority may need to borrow short-term funds until sufficient/additional cash flow is received. Funds are normally borrowed from the financial institution of record, or from a member municipality, should a lower rate be offered.

In order to effect such borrowing, a special bank resolution is required:

WHEREAS it is necessary for the Essex Region Conservation Authority (hereinafter called the "Authority") to borrow the sum of up to 1,500,000 dollars required for its purposes until payment to the Authority by participating municipalities, designated as such under the Conservation Authorities Act, R.S.O. 1990, Chapter C.27, and grant payments received from senior levels of government.

Be It Therefore Resolved;

THAT the Authority borrow, at the lowest effective interest rate, from any one of its appointed financial institutions or participating municipalities, a sum not to exceed in the aggregate 1,500,000 dollars at any one time necessary for its purposes by way of loans, advances, overdrafts, or promissory note, or notes of the Authority until payment to the Authority of any grants and of sums to be paid to the Authority by participating municipalities.

(e) Designation of Signing Officers for 2018

THAT the Chair, Vice Chair, General Manager/Secretary-Treasurer, and Director of Finance and Corporate Services be designated as ERCA's Signing Officers for 2018.

7. Reports for Approval

(a) 2018 Board Meeting Schedule

16 - 17

THAT the 2018 ERCA Board of Directors meeting schedule as outlined in Report BD01/18 be approved.

8. 2017 ERCA Annual Report

Annual Reports will be distributed to members and the corresponding video will be shown.

9. ERCA Conservation Awards Presentation

A reception for Board Members, Staff and others present will be held immediately following the meeting.

10. Other Business

(a) The next meeting of the ERCA Board of Directors will be held on Thursday, February 15, 2018 starting at 6:00 p.m. in Council Chambers, Essex County Civic Centre, 360 Fairview Avenue West, Essex, ON.

11. Adjournment

A handwritten signature in black ink, appearing to read "Richard J.H. Wyma".

Richard J.H. Wyma CSLA
General Manager/Secretary-Treasurer

UPCOMING EVENTS

- | | |
|-------------------|---|
| January 30, 2018 | Tree Planting Workshop
6:30PM Essex County Civic Centre
<i>*pre-registration required</i> treeworkshop2018.eventbrite.ca |
| February 1, 2018 | Owl Prowl
7:00PM Holiday Beach Conservation Area
<i>*pre-registration is required</i> owlprowl2018.eventbrite.ca |
| February 15, 2018 | Board of Directors Meeting
9:00PM Essex County Civic Centre |



MINUTES

Minutes for Meeting of the Board of Directors held Thursday, December 14, 2017, at 6:00 p.m. in Council Chambers, Essex County Civic Centre, 360 Fairview Avenue West, Essex, ON.*

Members Present:	Steve Bjorkman	Tania Jobin	Hilary Payne
	Susanne Coghill	Irek Kusmierczyk	Jeff Renaud
	Fred Francis	Rick Masse	Ed Sleiman
	Rick Fryer (Chair)	Rita Ossington	Larry Snively
	John Jacobs	Larry Patterson	Ron Sutherland
	Len Janisse		Larry Verbeke

Absent:

Regrets: Terry Burns Al Fazio

Staff: Richard Wyma, General Manager/Secretary-Treasurer
Candice Kondratowicz, Corporate Services: Administrative Associate
Tim Byrne, Director, Watershed Management Services
Shelley McMullen, Director, Finance & Corporate Services
Kevin Money, Director, Conservation Services
Danielle Stuebing, Director, Community Outreach Services
Corinne Chiasson, Resource Planner
Katie Stammler, Water Quality Scientist

Guests: none

1. Call to Order

Good evening, everyone, and welcome. We have regrets tonight from Councillor Terry Burns & Deputy Mayor Al Fazio.

I would also like to welcome ERCA Staff Katie Stammmler, Water Quality Scientist and Corinne Chiasson, Resource Planner who has joined us this evening.

2. Declarations of Pecuniary Interest

None

3. Approval of Agenda

Resolution BD57/17 Moved by Fred Francis

Seconded by Tania Jobin

THAT the Agenda for the Thursday, December 14, 2017, Meeting of the Board of Directors be approved.

- CARRIED

4. Adoption of Minutes

(a). ERCA Board of Directors

Resolution BD58/17 Moved by Fred Francis

Seconded by Steve Bjorkman

THAT the Minutes of the Thursday, September 14, 2017, Meeting of the Board of Directors and the recommendations therein be approved as distributed.

- CARRIED

(b). Conservation Ontario (CO)

Resolution BD59/17 Moved by Ron Sutherland

Seconded by Len Janisse

THAT the Agenda and Minutes of the September 25, 2017 and Agenda of the December 11, 2017 Conservation Ontario Council meetings* be received.

- CARRIED

(c). **John R. Park Homestead Advisory Committee (JRPAC)**

Resolution BD60/17 Moved by Ed Sleiman

Seconded by Hilary Payne

**THAT the Minutes of the June 19, 2017 and September 18, 2017
John R. Park Homestead Advisory Committee be received.**

- CARRIED

5. Announcements

(a). Comments from the Chair, Rick Fryer

Maidstone Conservation Area has been closed to demolish and rebuild boardwalks to improve safety and visitor experience. Board members and the public will be notified once the exact dates of this project are determined.

As well, construction is also underway to restore the abandoned marina at Sturgeon Creek into wetland habitat, in partnership with Caldwell First Nation.

Speaking of restoration, it's not too late to consider a spring tree planting or habitat project in your municipality. If any board members know of potential sites owned by their municipalities that they would like to see restored, please let us know.

As well, on Tuesday of this week, the Province passed Bill 139: the Building Better Communities and Conserving Watersheds Act. This Act, which has been in the works for over 2 years, includes a new, and modernized, Conservation Authorities Act that strengthens the role Conservation Authorities play in watershed management, and recognizes the roles CAs are playing related to climate change adaptation. The new CA Act signals that the Province wants to work more closely with Conservation Authorities. Richard will provide some further thoughts on the Conservation Authorities Act under New Business tonight.

I would also like to congratulate Susanne Coghill and the Chase Family for their successful Dennis B. Chase Smile Walk raising over \$10,000 for the Essex Region Conservation Foundation supporting the Place for Life.

Finally, as we take a look back on Canada's 150th year, I cannot express how incredibly proud I am of the work that we have done together. While our many accomplishments will be celebrated more thoroughly at our Annual General Meeting in January, I am thankful to all of you for your commitment to making our region the Place for Life. Thank you, and wishing you and your families the happiest of holiday seasons.

6. Delegations

None

7. Presentations

None

8. Reports for Approval

- (a) BD26/17 Regulated Rabbit Hunting

Resolution BD61/17 Moved by Larry Patterson

Seconded by Susanne Coghill

THAT Rabbit Hunting be permitted for the 2018 and 2019 small game season in two locations; and further,

THAT the fee for rabbit hunting be \$200 per site; and further,

THAT administration will evaluate the rabbit hunting program and provide a report to the board outlining further recommendation in 2019.

- CARRIED

- (b) BD27/17 Draft ERCA 2018 Fee Schedule

Resolution BD62/17 Moved by Larry Verbeke

Seconded by Ed Sleiman

THAT the draft 2018 ERCA Fee Schedule, as described herein, be approved; and further,

THAT Administration post notice of the Fee Schedule in ERCA’s administrative offices and on ERCA’s website and other social media, and be distributed to member municipalities.

- CARRIED

Resolution BD63/17 Moved by Hilary Payne

Seconded by Ed Sleiman

THAT Administration provide a report to the Board that identifies what our cost recovery rates are, and how they compare to similar Conservation Authorities and municipalities (if available), and

- CARRIED

recommends a plan to phase in a full cost recovery model over a reasonable time frame.

- (c) BD28/17 2018 Draft Budget (*presentation attached*)

Resolution BD64/17 Moved by Rick Masse

Seconded by Larry Verbeke

THAT the 2018 Draft Budget be approved by the Board of Directors for review by and input from member municipalities; and further,

THAT the 2018 Draft Budget be forwarded to Municipal Councils for consideration and input as part of the process of formal approval; and further,

THAT notice be given that, in accordance with the Conservation Authorities Act, there will be a weighted vote on the 2018 Draft Budget at the Board of Directors Meeting on February 8, 2018.

- CARRIED

9. Environmental Registry Reports for Comment

None

10. Planning Reports

- (a) BD29/17 Watershed Management Services Activities Report for August, September and October, 2017

Resolution BD65/17 Moved by Susanne Coghill

Seconded by John Jacobs

THAT the review of Regulations and Planning Applications, as presented in Report BD29/17 be received for Members' information.

- CARRIED

11. Reports for Information

- (a) Letter, Ministry of Natural Resources and Forestry, dated October 20, 2017

Re: 2016-17 S.39 Year End Reports

Resolution BD66/17

Moved by Ed Sleiman

Seconded by Steve Bjorkman

THAT the correspondence be received for information.

- CARRIED

12. Closed Session – In Camera

None

13. New Business

- (a) Richard confirmed that *Building Better Communities and Conserving Our Watersheds Act* passed its third reading and received Royal Assent earlier this week.

This Act included changes to the *Conservation Authorities Act* based on a review that was initiated in 2015. The Act confirms the broad and important role of Conservation Authorities as valuable watershed-based natural resource managers in Ontario.

Richard also advised he sits as a member of the multi-stakeholder Service Delivery Review Committee, which is tasked with clarifying CA roles and responsibilities related to natural hazards, Wetland Conservation, Climate Change, natural heritage, biodiversity, watershed planning and other areas of provincial interest; updating related regulatory requirements; exploring new regulations; and developing policies and procedures regarding MOUs, fees, and other programs and services.

14. Other Business

- (a) The next meeting of the ERCA Board of Directors will be the Annual General Meeting held on Thursday, January 18, 2018 starting at 6:00PM in Council Chambers, Essex County Civic Centre, 360 Fairview Avenue West, Essex, ON.

15. Adjournment

Resolution BD67/17

Moved by Susanne Coghill

Seconded by Steve Bjorkman

THAT the Meeting be adjourned.

- CARRIED



Richard J.H. Wyma
General Manager/Secretary-Treasurer



2016-2025 Strategic Plan

Vision:
The Essex Region is a sustainable, resilient and vibrant place with healthy and thriving watersheds, Great Lakes and a green culture.

Mission:
Improving our environment to enrich our lives.

2016-2025 Strategic Plan

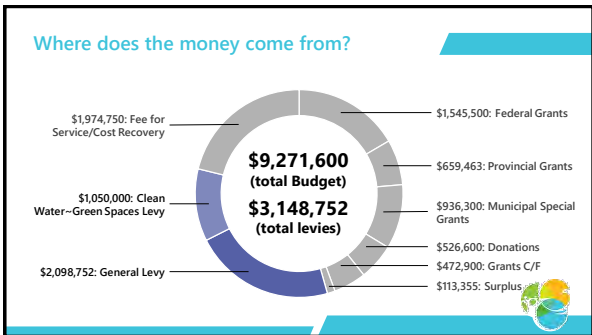
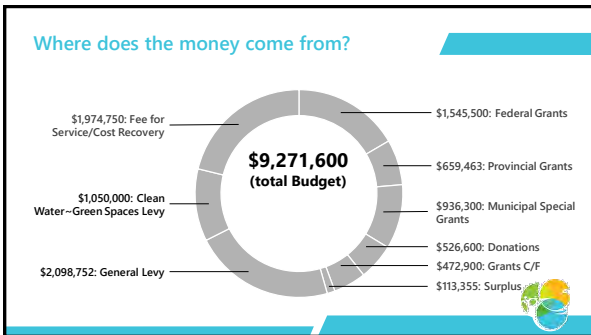
Priorities:

- The climate will continue to change
- The Great Lakes are our most significant natural resource
- Our landscapes and habitats are among the most significant in Canada
- Our urban areas will continue to grow and expand
- ERCA is a sustainable, resilient and valued agency

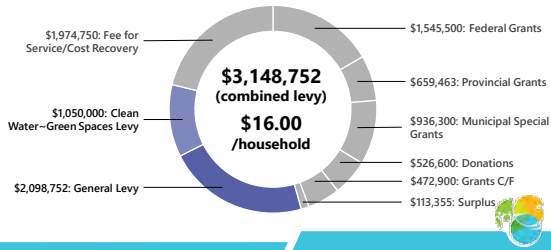
Budget Considerations

September 2017 Board of Directors

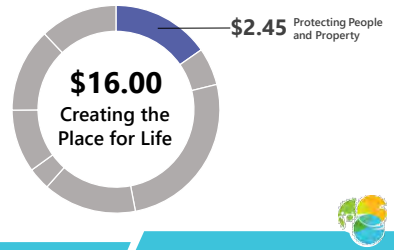
- Overreliance on external funding
- Capacity to act and respond
- Advancing strategic priorities
- Managing regional environmental assets
- Corporate initiatives and compliance
- Fixed cost increases
- Infrastructure replacement



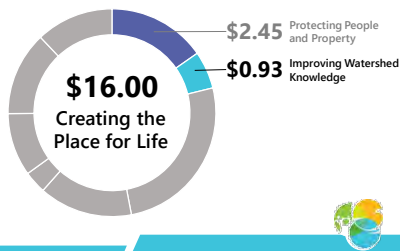
Where does the money come from?



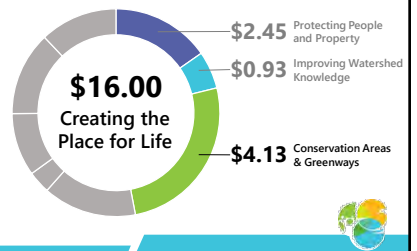
Where does your investment go?



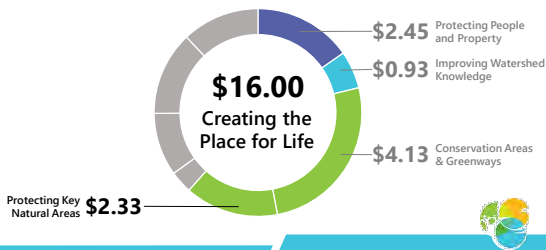
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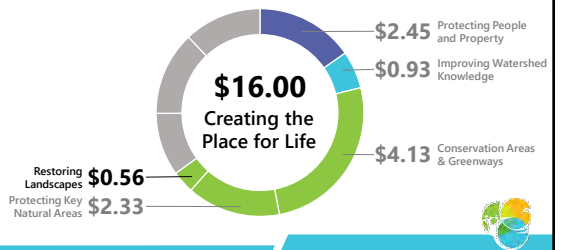
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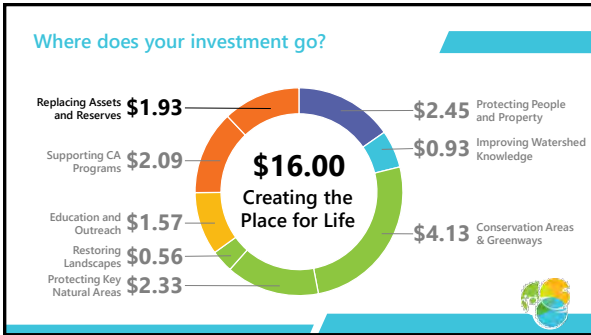
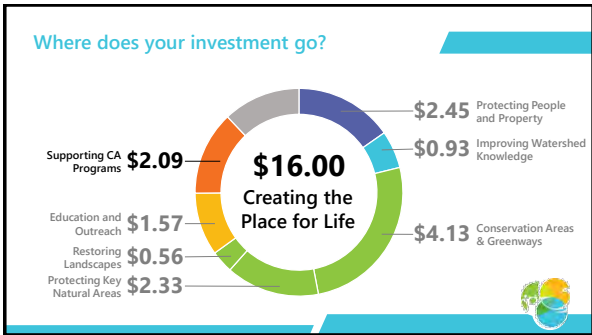
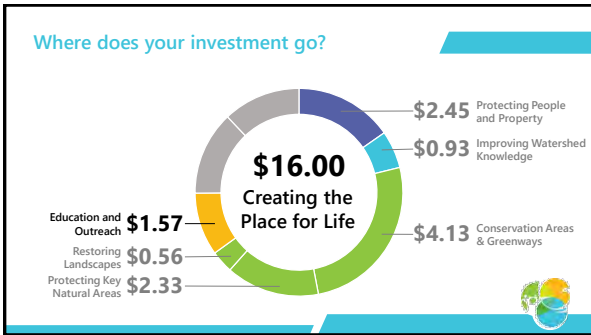


Where does your investment go?



Where does your investment go?





Funding Conservation

- 2018 Budget Pressures: \$490,000
- Offset with: \$388,981
 - projected increases in fees (\$80,000)
 - deferred special grants related to Climate Change (\$90,000)
 - projected accumulated 2017 surplus (\$114,000)
 - Proposed reallocation of Clean Water~Green Spaces (\$105,000)

2018 Levy Contribution: \$101, 019

Funding Sustainability

- Demonstrated history of balancing projects and priorities with local investment
 - Example: Between 2007 and 2017, ERCA received \$26.5 million in levy and generated \$35 million in new outside funding in addition to programs and services we provide municipalities
 - 5 Year Sustainability Plan – no increase in levy contributions directly attributable to those outcomes (debt elimination, capital plan, reserves)

Funding Sustainability

- ERCA provides tremendous value:
 - More than 70% of ERCA's budget funded through non-levy sources of funding
 - ERCA program/service revenues rank in top 10 of all 36 Conservation Authorities
 - % levy supporting operations (<30%) ranks in bottom 5 of all Conservation Authorities and well below provincial average (>44%)
 - 2016: Average CA levy supporting operations: \$15.62/capita
 - 2016: ERCA CA levy supporting operations: \$8.47/capita





Essex Region Conservation Authority Board of Directors

BD01/18

From: Richard Wyma, General Manager

Date: January 10, 2018

Subject: 2018 Board Meeting Schedule

Strategic Action: All Actions

Recommendation: THAT the 2018 ERCA Board of Directors meeting schedule as outlined in Report BD01/18 be approved.

Discussion

The Essex Region Conservation Authority meets eight to ten times annually. The October Board meeting was scheduled as tentative (at the call of the Chair) depending on ERCA business or other matters that may require board discussion. With Municipal elections scheduled for October 22, 2018, it is unlikely that an October board meeting will be held.

Other than as noted below, ERCA meetings are held on the third Thursday of the month, in the Council Chambers of the Essex Civic Centre and start at 6:00 p.m.

In keeping with the above, Administration is proposing the following meeting dates for 2018:

- January 18 – Annual General Meeting
- February 15
- April 12
- June 21
- July 20 – Board Information Day (location to be determined, if required)
- September 13
- October 11 – At the Call of the Chair (Note: Municipal elections to be held October 22, 2018)
- November 8
- December 13

Administration notes the following additional dates for ERCA/ERCF events and related activities and encourages Board Members to participate and support the Foundation's fundraising efforts:

- June 16 – South Coast Adventure Race (SCAR) – throughout Windsor/Essex
- July 12 – 30th Annual Essex Region Conservation Golf Tour – Pointe West Golf Club, Amherstburg
- September 29 – Essex Region Conservation Bike Tour – various locations

- November – Essex Region Conservation Super Santa Run/Walk - Amherstburg



Approved By:

A handwritten signature in black ink, appearing to read "Richard J.H. Wyma", is written over a light grey rectangular background.

Richard J.H. Wyma, CSLA
General Manager/Secretary Treasurer